



Trinity Vicariate – Archdiocese of Detroit

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November 24, 2008

Mr. Edward J. Miller
Chairman
Archdiocesan Tracking Committee (ATC)
305 Michigan Avenue
Detroit, MI 48226-2605

Dear Mr. Miller,

Thank you for the opportunity to update the Archdiocesan Tracking Committee on the progress that the Trinity Vicariate has made to date, where improvement is needed, and the plan to move forward.

Section 1: Parish Cluster/Merger Status

Significant change has occurred in the Vicariate in the past 6 months. 9 parishes were involved in 4 clusters on 6/1/08; Currently, 10 parishes are involved in 4 clusters, but 3 of the clusters are either new or revised.

Clusters

- St. Benedict – St. Gregory – Madonna – Blessed Sacrament remains the same
- St. Suzanne/ Gate of Heaven - St. Thomas Aquinas are a revised cluster with St. Mary's of Redford leaving the cluster and having a new pastor/administrator..
- St. Luke's and St. Cecilia cluster has been dissolved; St. Mary's of Redford is their new cluster companion
- St. Cecilia and St. Leo (originally in (2) separate Vicariates) have clustered and decided to be part of the Trinity Vicariate.

With 3 new or revised clusters since July 1st, much of the time has been spent getting acquainted with each other, and it is anticipated that cluster planning will commence in early 2009.

Designated Cluster Partners (if needed)

- SS. Peter and Paul and St. Christopher have had discussions in the past, but mutual agreement has not been reached.
- Presentation/Our Lady of Victory – St. Scholastica
- Our Lady of Grace and St. Sabina, which is in a different Vicariate. At this time, the pastor of St. Sabina is completing a chaplaincy; if they do decide to cluster, they must choose which Vicariate they will be in

Merged Parishes

- Corpus Christi (formerly St. Gerard and IHM)
- St. Peter Claver (formerly Precious Blood and St. Francis De Sales)



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- St. Bartholomew - St. Rita
- St. Catherine of Siena (formerly St. Gemma and St. Christine)

With (4) parishes resulting from mergers in the last 5 years (or less), administrative issues may have been worked out, but the sense of becoming “one parish” takes several years (5 – 10) to develop. While some of these parishes are willing to explore other cluster opportunities, others indicate that the “one parish” dynamic needs to be established before considering other cluster partners.

Question Marks – Parishes with Concerns

- Gesu – Health of the Pastor
- St. Hillary – Pastoral and Financial
- St. Peter Claver - Pastoral and Financial
- St. Catherine of Siena - Financial – Operate St. Christine's Soup Kitchen
- Christ the King – Approval of Collaboration with St. Fabian, Farmington Hills
- St. Benedict – St. Gregory – Madonna – Blessed Sacrament – Merge plans are on hold.
- St. Suzanne – Financial (loss of charter school, pending lease to St. Don Bosco.)

While not all the question mark parishes are experiencing the same problems, pastoral and financial issues seem to be a common thread. While some may say that this would be the perfect time to cluster, it should be noted that two (2) of the parishes experiencing difficulties are recent mergers.

Section 2 – Support of Initiatives in Lay Leadership

The status of the current plan can be found in Appendix A.

- The Regional Archdiocesan Young Adult Minister for Detroit is a member of one of our Vicariate parishes. In a collaborative effort, the Archdiocese pays her salary, while the 3 city Vicariates split her benefits and expenses.
- 17 full time students at Sacred Heart Major Seminary are from the Trinity Vicariate. An unspecified number study at the seminary part time. A large number of lay people finished the Ministers of Service Training this year.
- The Annual Leadership conference continues to be a success, with 110 people attending the October, 2008 event.
- No progress has been made in identifying specific individuals for financial support.

Section 3 – Youth and Young Adult Ministry

As indicated in Section 2 , Trinity Vicariate, in collaboration with (2) other city Vicariates and the Archdiocese, have hired a Young Adult Minister. Joi Hunter has completed a survey of the activities of the Trinity parishes, and is actively encouraging parishes to reach out to their youth and publicize events. Although the number of youth and young adults active in the Trinity Vicariate is small, we will continue to emphasize this effort, which is vital to the future health of the Church in Detroit.



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Section 4 – Evangelization

The status of the current plan can be also be found in Appendix A. There will be a major presentation at our February Vicariate meeting on Evangelization. All Evangelization goals are listed as “in progress”, and will be reviewed by the Leadership Team and the Vicariate as a whole after the February meeting, which will focus on Evangelization. There may be some small scholarships offered to parishes who develop creative evangelization efforts.

Section 5 – Coordinated Outreach

Again the status can be found in Appendix A. The Vicariate will review the status after the beginning of the year and determine ways to move this initiative forward. One recommendation calls for hiring a consultant to direct a study of Christian Service outreach in our Vicariate, one which will include Catholic, ecumenical and secular sources of care for those in need. Christian Service is the focus of the March, 2009 Vicariate Meeting.

Section 6 – Catholic School Support

The Trinity Vicariate has established, through the Archdiocese, a revenue sharing plan where a percentage of the rental income from charter schools is directed to the Vicariate schools. Last year, \$ 219,332 was donated to the Schools’ Office of the Archdiocese from parishes with charter schools. 75% of the funds were returned to the Catholic Schools in our Vicariate This amount does not include the funds given directly to St. Scholastica School from their charter school or the amount that St. Thomas Aquinas gave to St. Mary of Redford School, which was part of their parish cluster. In addition, the Vicariate principals will make a presentation at the January, 2009 to update the Trinity Vicariate on what additional steps need to be taken to keep our schools healthy.

Refreshing the Vicariate Plan

The changes in our member parishes and progress to date on the ambitious plans (see Appendix A) previously provided by the Trinity Vicariate in Leadership, Evangelization, Outreach and Worship to the Tracking Committee indicate that much work needs to be done.

The Trinity Vicariate has committed itself to proceed on a two pronged approach. First, we will continue to focus on the specific topics of lay leadership, evangelization, Christian service outreach, Catholic schools, and young adults as well as update the tracking committee on the cluster-merger-close process among the Vicariate parishes.

Specific Meeting Topics: The Leadership Team has designated the following topics to be discussed in greater detail at the monthly Vicariate meetings. The general format is to get a guest speaker from the Archdiocese, questions and answers, and a review of the current plans.



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The schedule for 2008 – 2009 is as follows:

September 2008:	Youth/Young Adults (Krista Bajoka)
October 2008:	Parish Life Conference (Multiple speakers from the central offices & parishes)
November 2008:	Lay Leadership (John Thorne)
January 2009:	Catholic Schools (Committee from Catholic Schools in the Vicariate)
February 2009:	Evangelization (Paco Gavrilides)
March 2009:	Christian Service Outreach Report (consultant to be named)

Vicariate Vision: Second, we will use energy to focus on a new Vicariate vision for the future. At the November 18th meeting, the Vicariate consensed to developing this vision over the next 6 months, with the emphasis being on the key question:

How do we move beyond the pattern of Clustering, Merging and Closing to a new vision of how to be Church in the urban setting of the Trinity Vicariate?

A 10 member committee will be meeting over the next 7 months to collect the required information, contact and utilize Archdiocesan resources and set the groundwork for the following events:

April 2009: Plan for Visioning workshop

May 2009: Hold day-long workshop, the purpose being to begin to gather creative models and speakers to share how we might best do parish ministry in our urban setting

June 2009: Evaluate/make future plans

Thank you again for the opportunity to update you on the Trinity Vicariate's Together in Faith efforts. Please feel free to contact us if you have any questions or comments.

Yours in Christ,

Rev. Donald Archambault
Vicar

Mr. Gerald S. Szczepanski
Chairperson



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Appendix 1 - Trinity Vicariate Focus Area Development - 9/2007

Area 1 - Leadership – Long Term Goals and Short Term Strategies

Goal 1: Mentor, Train and Develop Professional Lay Leadership and Volunteer Lay Leadership.

Status: Yellow – In Progress. 17 students associated with Vicariate parishes are studying full time at Sacred Heart Major Seminary, no count is available for those who are pursuing part time studies.

Trinity Vicariate is collaborating with the Archdiocese in providing a Youth Adult Minister for the (3) Detroit City Vicariates. The Archdiocese is paying the Youth Adult Minister's salary, while the Vicariates are picking up benefits and expenses.

- Major Tasks Needed for Achievement: Identify Resources; i.e. Vicariate Training Library (Move to St. Mary’s ?), Archdiocesan Classes/Courses, APLC – Lay Leadership (Ann. Parish Leadership Conference)
- Estimated/Anticipated Costs to be Incurred: Maintenance/Upkeep of Video Library, Certification Costs
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement: Professional Lay Leadership

Goal 2: Select 4 Job Descriptions of Key Professional Lay Leaders – Uniformly Develop for Trinity Vicariate

Status: Red – No actions taken. Survey should be taken of Vicariate pastors to determine whether this goal would produce useful results.

- Major Tasks Needed for Achievement:
 - Obtain Various Job Descriptions (JD's) for:
Professional/Lay/Volunteer: Christian Service, Pastoral Associate, Pastoral Administrator, Business Manager from Parishes, Archdiocese and the Internet
 - Review, Create and Evaluate JD's
 - Make JD's Publicly Accessible
- Estimated/Anticipated Costs to be Incurred:
 - Time associated with research, collect/gather, evaluate and refine data
 - Committee: planning, meeting, coordinating, launching



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Leadership (Continued)

- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement: Pastors

Goal 3: Identify 4 people within Vicariate to attend training and receive Vicariate support

Status: Yellow – In progress. Young Adult Minister (Joi Hunter) is a parishioner at a Vicariate parish. Other leaders have not been identified

- Major Tasks Needed for Achievement:
 - Develop Criteria and Application Process
 - Secure Archdiocesan Grant Funding
 - Screen Candidates
- Estimated/Anticipated Costs to be Incurred: Financing Formation, i.e., tuition, etc.
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement:
 - Review Committee
 - Pastors
 - Candidates and Families

Goal 4: Continue APLC (Annual Parish Leadership Conference)

Status: Green – On-going success. The Leadership Conference held in October, 2008 had the most participants in the Archdiocese (110)

- Major Tasks Needed for Achievement:
 - At the Archdiocesan Level Secure: Dates, Locations and Resources
 - Administration: Identify Site Coordinator, i.e., Elizabeth Bey, Food, Registration, Workshop Preparedness, Identify Milestone Chart
- Estimated/Anticipated Costs to be Incurred:
 - Participants/Attendees pay their own way
 - Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement: Elizabeth Bey (St. Scholastica Site)



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Area 2 - Evangelization and RCIA – Long Term Goal and Short Term Strategies

Goal 1: Benchmark 3 successful evangelization models as inculturating (insertion of gospel message into cultures) the Word of God in our communities

Status: Yellow (ongoing) Goal to be further refined by Vicariate visioning

- Major Tasks Needed for Achievement:
 - Visit/Review three successful evangelization models; i.e., St. Sabina - Chicago, Sacred Heart Parish – Detroit, Sign Me Up
 - Visit/Review various other churches to identify a model of inculturation
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement: Fr. Clarence Williams, Alex Jones, Fr. Norm Thomas, Parishioners, Leadership Groups (conferences), Neighborhood Links

Goal 2: Learn to Understand and Appreciate Communities’ Diverse Cultures

Status: Red – No action taken, goal has no measurable targets. Will be addressed at February, 2009 Vicariate meeting, which focuses on Evangelization.

- Major Tasks Needed for Achievement: Workshops, Seminars, Revivals, Retreats, Missions
- Estimated/Anticipated Costs to be Incurred: Approximately \$200-\$300 for a session or retreat
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement: Leadership, Evangelization Coordinator

Goal 3: Investigate ways to bring inculturation (insertion of the gospel message into cultures...) into our church art, worship and music

Status: Red – goal is vague, needs to be refined. The Vicariate visioning should seek to find out which cultures are currently in the Vicariate and identify those which are not being included in art, worship and music.

- Major Tasks Needed for Achievement:
 - Visit at least three area churches to study the use of art, worship and music



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Area 2 - Evangelization and RCIA (continued)

- Conduct a mini research regarding the influence of church art, worship and music in spreading the Good News in at least three area churches.
- Estimated/Anticipated Costs to be Incurred:
 - Minimal: travel related expenses, etc.
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement:
 - Inreach: Spiritually marginal parishioners
 - Outreach: Inactive Catholics and Unchurched Non-Catholics
 - Society: Promoting social justice activities for the betterment for our society.

Area 3 - Outreach / Health – Long Term Goal and Short Term Strategies

Goal 1: Identify all Currently Available Resources (Vicariate; Non-denominational)

Status: Yellow. Survey of parish resources complete, but a summary has not been issued.

- Major Tasks Needed for Achievement:
 - Survey parishes in Vicariate and other area outreach programs (98% complete; awaiting 4 responses)
 - Compile data and make available/accessible on map and website
- Estimated/Anticipated Costs to be Incurred:
 - Maps
 - Distribution of Data
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement:
 - Most Affected: the poor and the needy
 - Those Needed for Achievement: Parish Representative, Christian Service Coordinator.

Goal 2: Determine Gaps in Service

Status: Yellow. Requires completion of Goal 1

- Major Tasks Needed for Achievement:
 - Review completed Surveys/Maps of all Area Outreach Programs (including Trinity Vicariate)
 - Monitor Resources Variations



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Area 3 - Outreach / Health (continued)

- Estimated/Anticipated Costs to be Incurred:
 - Time
 - Talents
 - Tasks (energy)
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement:
 - Most Affected: the poor and the needy
 - Those Needed for Achievement: Parish Representative, Christian Service Coordinators.

Goal 3: Identify Means to Fulfill Needs/Goals:

Status: Yellow. Requires completion of Goals 1 and 2

- Major Tasks Needed for Achievement:
 - Research and Contact Organizations including non-profits for monetary, grants and in-kind resources to fulfill goals
- Estimated/Anticipated Costs to be Incurred:
 - Hiring an individual to write Grant Proposals
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement:
 - Most Affected: the poor and the needy
 - Those Needed for Achievement: Parish Representative, Christian Service Coordinator

Goal 4: Utilize Joint Resources as Effectively as Possible to Maximize/Optimize Results/Outcomes:

Status: Yellow. Requires completion of Goals 1 – 3 and prioritizing efforts

- Major Tasks Needed for Achievement:
 - Create a Network of Agencies with Resource Organizations
 - Develop a Plan to Best Serve Community Needs and Goals
- Estimated/Anticipated Costs to be Incurred:
 - Site Creation to Deliver a Service
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement:
 - Most Affected: the poor and the needy
 - Those Needed for Achievement: Parish Representative, Christian Service Coordinator



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Area 4 - Worship – Long Term Goal and Short Term Strategies

Goal 1: Sponsor Speakers to Assist Individuals Develop a Deeper Worship Knowledge

Status: Red – No actions taken. It is recommended that the Vicariate, either through the Priest's meetings or Visioning determine if this goal should be pursued.

- Major Tasks Needed for Achievement:
 - Identify speakers and topics
 - Solicit speakers: local and national
 - Topics based on Liturgical Seasons
 - Engage Archdiocese
- Estimated/Anticipated Costs to be Incurred:
 - Speaker Fees, approximately: \$300 - \$500; local speakers less costly
 - Registration Costs: site, supplies, refreshments,
 - Time and Talents
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement:
 - Parish Worship Commissions
 - Youth Involvement; Parishioners, age/group specific
 - Archdiocesan Library

Goal 2: Sponsor Family Retreats

Status: Red – No action taken. It is recommended that the Vicariate, either through the Priest's meetings or Visioning determine if this goal should be pursued.

- Major Tasks Needed for Achievement:
 - “Re” Bring Family Together
 - Location, Events Planned and Time Span
 - “Start Small: Get ball rolling, picnics to boost interest
- Estimated/Anticipated Costs to be Incurred:
 - Rent (if necessary)
 - Advertising Cost
 - Food, Refreshment Cost
 - Speaker and Resource Fees
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement:



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Area 4 – Worship (continued)

- Parish Worship Commissions
- Parishioners

Goal 3: Sponsor Adult and Youth Concert Choirs Between Communities and Parishes

Status: Red – No action taken. It is recommended that the Vicariate, either through the Priest's meetings or Visioning determine if this goal should be pursued. If so,, recruit a Vicariate or archdiocesan music director to spearhead.

- Major Tasks Needed for Objective #3 Achievement:
 - Utilize Available Resources for Liturgical Calendar
 - Logistics, i.e., communicating between parishes; scheduling
- Estimated/Anticipated Costs to be Incurred:
 - Refreshments
 - Advertising
 - Time and Talents
- Audience likely to be most influenced/affected by launching/achieving this objective or needed for achievement:
 - Parish Worship Committees
 - Parishioners