



Totus Tuus 2020 Parish Registration Packet

Dear Totus Tuus Parishes,

Thank you very much for your cooperation in making Totus Tuus in the Diocese of Peoria a successful mission program year after year. Each year, we put a lot of effort into improving Totus Tuus, from developing our own training and curriculum to coming up with brand new skits and songs. As you know, Totus Tuus wouldn't be what it is without our faithful, energetic teachers. We go through an intense process of recruitment and selection (and lots of prayer!) every year to ensure we get the best teammates. Every year, God surprises us with a group of college students and seminarians whose strengths and talents are exactly what we need. These young people work almost every waking hour for eight weeks of the summer to bring Jesus to your parishes, and we couldn't be prouder of them. Many of them have sacrificed higher paying jobs or internships that would help their future career to serve on a Totus Tuus team.

In order to keep attracting the best candidates and to be competitive with other summer faith internships around the country, we have decided to increase the salary of the team members from \$250 a week to \$300 a week starting in the summer of 2020. This still isn't very much for the amount of work they're doing, but it will keep us competitive with what other dioceses pay their Totus Tuus teams. After having a Totus Tuus team, we're sure you'll agree these young people are worth it. Of course, this means that we will have to increase the fee that your parish pays the diocese for Totus Tuus. This coming year (2020), the fee will only increase \$150 – from \$1,750 to \$1,900 per team. Totus Tuus already runs at a loss every year (the remainder of which is made up by diocesan funds), so we expect to gradually increase the fee for the next two or three summers in order to close that gap.

We are telling you this now as you plan your budgets for the next fiscal year and beyond. We are always willing to work with parishes to find ways to make Totus Tuus more financially affordable for your parish. We also like to remind you that selling the official Diocese of Peoria Totus Tuus t-shirts helps to keep our cost down. Thank you for your understanding and your continued cooperation in this great mission of evangelizing the young people and families of our diocese.

Below, you will also see that we have changed the parish registration form quite a bit to include required and suggested duties of pastors and parish coordinators. **We ask that pastors and parish coordinators review and sign their respective pages, and send them back to us along with the preferred dates and contact info page and your \$500 deposit (per team) by December 31, 2019.** We will schedule parishes on a first-come first-served basis, as we have in the past.

Please pray for next summer's teachers, and ask the Holy Spirit to send us more faithful college students. May St. John Paul II and Mary the Mother of God intercede for you!

In Christ through Mary,

Fr. Timothy D. Hepner

Mrs. Amy Chovan

Pastors

Basic Requirements:

- Promote Totus Tuus at Masses, via school, and faith formation, Make announcements in the weeks prior to your program.
- Allow the team to speak at as many Masses as possible the weekend they arrive.
- Ensure at least one priest is available for confessions at 10:45am Monday-Friday.*
- Provide Mass at 11:15am Monday-Friday.*
- Provide exposition Tuesday night at 8pm and a sufficient number of confessors for all of the teens to go to confession.

*We understand that mitigating circumstances such as sickness, pastoral emergencies, or funerals being held at the church can interfere with this. In those cases, please coordinate with the team to provide alternative arrangements (e.g. changing the schedule to accommodate Mass, holding a communion service, etc.). If you will not be present on your day off, please find coverage so that Mass is available.

Additional Suggestions:

- Take the team out for dinner, have them over to the rectory, or accompany them to some of the dinners held at parishioners' homes.
- Be present throughout the program (you are even welcome during the evening teen program).
- Help with vestment/vessels talk before Mass (coordinate with team leader).
- Promote the parish potluck.
- Require or suggest confirmation students attend.
- Promote Totus Tuus to youth groups.
- Personally invite young people (altar servers, Catholic school or faith formation students), especially teens.

Pastor Signature

Date

Pastor Printed Name

Coordinators

Basic Requirements:

- Read through Parish Info Guide
- Promote Totus Tuus in the months/weeks prior:
 - Mass announcements in all area parishes
 - Bulletin announcements in all area parishes
 - Send flyers/registration forms home with school and faith formation students
 - Provide Spanish flyer/registration form in bilingual parishes
 - Parish website, Facebook, social media, MyParish app, FlockNotes, etc.
- Be present or clearly designate another adult to be present at all times during the day and evening programs.
- Provide host families (preferably within a reasonable distance of the church/school)
- Provide sufficient number of teen volunteers
- Instruct teen volunteers (see teen code of conduct)
- Provide volunteers for lunches and dinners for the team
- Provide any extra one-on-one volunteers for participants with special needs
- Ensure someone from the parish is at the check-in/check-out table every day
- Ensure the security of the building(s) – lock doors, be present at unlocked doors during check-in/check-out
- Ensure the buildings to be used are unlocked at the beginning of the day (including the church as needed)
- Meet with the team periodically throughout the week to check in
- Provide a staging area and separate bathrooms for the team
- Help team set up water fight or designate a responsible volunteer to do so

Additional Suggestions:

- Coordinate and promote the parish potluck
- Invite past participants via mail, email, or phone
- Give team a binder/folder with helpful information:
 - Names, phone numbers, and addresses of host families
 - Names, phone numbers, and addresses of families hosting them for dinners and providing lunches
 - Names and pertinent info (special/medical needs, allergies, etc.) on participants
 - Names of adult and teen volunteers
 - Names of priests, especially if a priest other than the pastor are covering Mass or Confessions during the program

Parish Coordinator Signature

Date

Parish Coordinator Printed Name

Parish Information

Parish Name _____

Address _____

City _____ State _____ Zip _____

Parish Phone _____

Contact Person Information

Contact Person _____

Position in Parish _____

Address _____

City _____ State _____ Zip _____

Phone _____ Is this a Home Phone or Cell Phone?

Email _____

Preferred Dates

Please mark your preferred weeks below, #1 being your first choice, # 6 being your last choice. Note that we can't always give parishes their first choice, so please also include other viable options.

_____ Week #1 June 7-12

_____ Week #2 June 14-19

_____ Week #3 June 21-26

_____ Week #4 June 28-July 3

_____ Week #5 July 12-17

_____ Week #6 July 19-24

How Many Teams Do You Need?

_____ One Team _____ Two Teams

If requesting two teams, how many participants attended your 2019 TT program?

_____ Day Program _____ Evening Program