

MISSIONARY COOPERATION PLAN

Archdiocese of St. Paul and Minneapolis

The following guidelines are intended to aid parishes and mission-sending organizations in understanding the purpose and implementation of the Missionary Cooperation Plan in the Archdiocese.

Missionary Cooperation Plan Participants

We ask that you missionaries share with us your experience as well as the faith experience of the people you serve. Our faith is deepened and broadened as we learn from you. –U.S. Bishop’s Pastoral on World Mission, #74.

The Missionary Cooperation Plan (MCP) was conceived to help mission-sending organizations solicit funds for their mission efforts, share their mission experience with parishioners and foster a deeper understanding of the universal nature of the Church’s mission. The MCP is organized in most dioceses of the USA. The Diocesan Director for Mission is the person who, under the direction of the diocesan bishop, is responsible to facilitate the MCP in each diocese.

The MCP in the Archdiocese of St. Paul and Minneapolis consists of the following:

1. Mission-sending organizations apply to make appeals through the Center for Mission.
2. Parishes agree to accept one missionary presentation and appeal on one weekend each year and agree to take up a monetary collection at all Masses for the needs of the particular mission.
3. The Center for Mission serves as the facilitator for the process of receiving applications and assigning a set of several parishes to each mission-sending group accepted into the archdiocese.
4. All monies collected are sent to, and made payable to, the **Center for Mission** office. The office will then distribute the total amount collected from parishes to the designated recipient of each group participating in the MCP.

NOTE: In the Archdiocese of St. Paul and Minneapolis, every parish is expected to participate in the annual Missionary Cooperation Plan between the dates of *March 1* and *September 15*, on a date that does not conflict with any other archdiocesan collection. **ANY EXCEPTIONS** to the plan are negotiated with the Center for Mission Director on a case-by-case basis.

How Interested Parties Apply

A completed application is required for participation in the MCP. (Forms can be found on our website at www.centerformission.org or by contacting the Center for Mission) Send the completed form to the Center for Mission director by **December 1** of the preceding year to which you are applying for participation. This will provide ample opportunity for consideration and processing. **All applicants must have** a U.S. contact person. This is to ease communication. Applicants are NOT automatically renewed in successive years. A new application must be submitted by December 1 of each year.

The director will correspond with parishes and missionary groups according to their assignment(s). Each mission organization that is accepted will be provided with a list of assigned parishes and contact information for the appropriate person at each parish. Correspondence is also sent to the pastors and/or parish administrators giving them the name of the mission group assigned to their parish along with the U.S. contact person’s name, address and phone number.

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Steps for Accepted Applicants

1. By **March 1**, accepted groups are responsible to make first contact with their assigned parishes and begin to set up a mutually agreed upon date for the appeal. Needs and accommodations related to the visit should also be discussed including: lodging, meals, travel, language requirements, and any special instructions, particularly if the pastor/parish administrator is going to be gone during the visit. This will eliminate any misunderstanding regarding provisions and expectations. If a parish cannot accommodate the missionary, an alternative for meals and lodging is available with advanced notice by contacting the Center for Mission Director. Dates for appeals are sent to Center for Mission.
2. The mission sending organization should send their best communicator who can speak clear and understandable English, give a dynamic presentation and make a persuasive appeal. Some parishes require a speaker who is also able to speak Spanish or Vietnamese. (See the “Keys to a Successful Appeal” for suggestions)
3. All mission speakers coming from outside the Archdiocese of St. Paul and Minneapolis will need to complete a Testimonial of Suitability form provided by the Center for Mission.
4. A telephone call to the parish **three weeks before the appeal** ensuring them of your scheduled visit is expected. Send background information on your mission endeavor to the assigned parishes three to four weeks ahead of time so it can be placed in their parish bulletin or be used as material to introduce and welcome you.
5. The missionary may NOT establish a branch of their particular organization in the parishes or solicit names or addresses for additional funding or make further appeals by letter or other means after their MCP appeal. **A missionary may NOT bring, distribute or collect their own envelopes at the parish.** Parishes may request envelopes from the Center for Mission if needed.
6. All monies collected at parishes are sent to the Center for Mission. Funds are then distributed to the mission-sending organization. The MCP Speaker should not receive any funds directly.
7. If the applicant is unable to keep a confirmed date, notify the Center for Mission Director and the pastor or parish administrator immediately. **Failure by MCP speaker to fulfill assignments** could result in forfeiture of any future assignments in the archdiocese.

Comments – Questions – Concerns

Deacon Mickey Friesen
Center for Mission
777 Forest Street
St. Paul, Minnesota 55106
Phone 651.291.4445
Fax 651.291.4467
E-mail: friesenm@archspm.org