

Dear Parish Staff,

Our mission of sharing the Good News of Jesus Christ with everyone is more important than ever during this uncertain time. We know many of you are highly engaged right now and we are grateful for your service to the Church and to the people of God. Please consider the following ideas as well as other creative strategies for staying in touch with your parishioners; continuing social, spiritual, and formation gatherings virtually; encouraging appropriate works of mercy; and more. It is more important than ever to continue to show our parishioners that you care about them and are working to serve them – even if we are working from home. Please know that we are praying for you and that we are here to support you. You can [contact us](#) at anytime if you need assistance with these strategies or if you have other ideas to share.

For All Parish Staff To Consider

- **Divide your parishioner lists and start calling at least 5 parishioners a day**
 - **If you have limited staff then engage parish ministries or create a team of volunteers to assist with this task**
 - Start with your elderly population first because they are likely most isolated
 - Invite parishioners you call to call other parishioners
 - If you do not have a contact list
 - Use a free service like [Mailchimp](#) to create an e-mail list with any contact information you have and **post a sign-up link for it on the homepage of your website**
 - Add any contact information you do have to this list
 - Create a [Facebook page](#)
 - Personally invite parishioners you know to like the page and share it
 - Post a sign-up link for your e-mail list to your new page
 - **Questions to Ask Parishioners**
 - How are you doing?
 - How can we help you?
 - Do you know about the Cardinal's Lenten retreat?
 - Can I pray with you right now?
- **Establish On-line Giving**
 - If your parish does not currently have on-line giving, contact your [Parish Service consultant](#) or Rico Ciricola, who is working on the Digital Initiative for the Archdiocese of Boston, at rico@rcab.org or 617-653-4543 to learn how to set that up at this time.
- **Helpful Resources**
 - [Boston Catholic Virtual Evangelization Resources](#)
 - [A Virtual Retreat with Cardinal Seán](#)
 - Sign up for regular updates from us at <https://flocknote.com/boston>
 - [Prayer Resources to use and share from the Archdiocese of Denver](#)
- **Livestreaming Mass**
 - If you are not currently livestreaming Mass then how can you get started?
 - Who in your parish can you ask to help you get started?

- [How to Livestream: A Practical Guide](#)
- [Guide to Going Live on Facebook, YouTube, and Instagram](#)

To Faith Formation Leaders

The following are suggestions specific to your work in addition to your role in implementing the above strategies:

- Conduct regular virtual meetings with your catechists
 - Encourage them to call the families of every child in their classes
- Pay special attention to families with young people preparing for reception of sacraments such as First Communion and Confirmation
 - Consider what strategies you will recommend to parents to continue formation at home and how you will follow up with catechists and families on their progress
- Pay special attention to RCIA candidates and catechumens
 - How are your RCIA team and your sponsors helping them continue growing in faith without the experience of regular gatherings at your parish?

Thank you for your efforts. Again, we are praying for you and we are here to support you. Please contact us for assistance at any time.

May God bless you,

Fr. Paul Soper and Michael Lavigne

Secretariat for Evangelization and Discipleship

Archdiocese of Boston