

Timeline for Visiting Missionary

2024 Missionary Cooperation Program (MCP)
Department of Catechesis and Evangelization - Mission Office
Diocese of Joliet

1. MARCH: Your Group will be notified of your acceptance into the Diocese of Joliet MCP

2. MARCH-MAY: Contact the Parish to set a mutually convenient date for the appeal.

Using your assignments list, please contact the parish(es) immediately to set your appeal date(s). Make sure to **schedule your appeal between June 1 and September 30**. Adhere to this timeframe unless *the parish* requests a later date due to special circumstances. Please contact the parish as soon as possible to begin the process; arrangements must be made by May 15th.

3. MAY: Send a letter of suitability/good standing for each person giving a mission appeal by May 15, 2024 to the Diocese of Joliet Chancellor's Office

Visiting priests from outside the diocese: Priests from other dioceses wishing to minister in the Diocese of Joliet must provide a letter of suitability. Please direct the letter to the Chancellor, **David Salvato, JCD**, at dsalvato@dioceseofjoliet.org and copy **Maria Turone** at mturone@dioceseofjoliet.org and the **Office of Mission- missions@dioceseofjoliet.org**. Sample letter templates are available on the MCP section of our website (X). These letters *must* be sent from your diocese directly to our diocese.

a. **Sisters, brothers, and laity serving in the U.S. or abroad must:**

- have authorization of a major superior, pastor, head of a religious organization, or mission organization leadership.
- submit a letter for each speaker attesting that they are in good standing with no canonical or criminal charges against them. (*If the person is serving in the United States or in another country that does background checks, the letter should state that one has been done with no problems arising.*)

Please Note: A new suitability letter for each person giving an appeal must be sent to our office each year (whether or not the person has given appeals in previous years). The letter(s) must be received by our office by **May 31, 2024**, before the appeal takes place. Sample Suitability letters are posted on our MCP website page.

4. JUNE-SEPTEMBER: Hold your appeal(s) at your assigned parish(es).

5. BEFORE APPEALS: At least three weeks before your appeal, send information about your mission to the parish for inclusion in their bulletins/newsletters.

6. AFTER APPEALS: 100% of donations will go to your Group. Please allow the Office of Mission up to 90 days to collect and process the donations received at your appeal(s).

Our Contact Information:

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Missionary Cooperation Plan Website: [X](#)