



**DIOCESE OF  
SAN JOSE**

**MISSIONARY COOPERATIVE PLAN  
DIOCESE OF SAN JOSE**

Thank you for your interest in the Missionary Cooperative Plan for (year): 2020

MISSIONARY COOPERATIVE ADDRESS:

**ATTN: Director of Life, Justice, and Peace – Marcus Cabrera  
1150 North First St.  
Suite 100  
San Jose, CA 95112**

**Additional Required Documents**

All Missions will submit this packet and the Additional Required Documents to the following address. No Mission will be considered without the submission of these documents.

*NOTE: All items marked with an asterisk (\*) in the application and regulations are required by Mission speakers. Should speakers need to be switched, the new speaker must complete and submit these items before the date of their parish appeal.*

- \* 1. A recent and clear picture for all assigned speaker/s.
- 2. A one-page letter how your Mission addresses the Preferential Option for the Poor.
- 3. Signed Acceptance of Regulations.
- \* 4. Letter of Suitability required for all clergy and/or lay speakers.

**PLEASE PRINT**

1. Mission Society or Diocese \_\_\_\_\_

2. Country \_\_\_\_\_

3. Bishop, Major Superior or President of Board \_\_\_\_\_

Address, phone, fax and email \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

4. If a Mission Society, please list areas of mission. \_\_\_\_\_

5. Does your Diocese or Mission Society receive any aid from the Propagation of the Faith?

Yes  No

6. If yes, please describe the amount of aid received. \_\_\_\_\_

7. Indicate the complete wire transfer address information:

**\* Preferred**

<b>Please include mailing address for check, and information Payable to:</b>  Name: _____  Address: _____	If no United States address, indicate wire transfer for <i>international</i> bank. <b>Please include:</b>  Bank Name: _____ Bank Address: _____ Account Name: _____ Account Number: _____ Account Address: _____ Swift Code: _____
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8. Have you been part of the Diocese of San Jose Mission Co-Op Plan in the past?

Yes  No

9. If yes when? \_\_\_\_\_ Which Parish(es)? \_\_\_\_\_

10. Whom did you send as a speaker? Name(s) \_\_\_\_\_  
\_\_\_\_\_

\* 11. Name, address, phone, fax and email of the Mission Appeal Speaker/s: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Name, address, phone, fax and email of the authorized United States Mission Coordinator \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* 13. All speakers must be fluent in English. In addition to English, please indicate the other linguistic abilities of your available speakers:

Spanish

Korean

Portuguese

Vietnamese

Other(s)  \_\_\_\_\_

14. Does your Diocese or Mission Society have a web site? If yes, please list. \_\_\_\_\_  
\_\_\_\_\_

\* 15. If requested, would you be willing to share your missionary experiences with groups within the parish aside from your appeal during Mass? \_\_\_\_\_



**DIOCESE OF  
SAN JOSE**

**MISSION COOPERATIVE PROGRAM  
REGULATIONS**

In addition to submitting the Mission Application Packet & Additional Required Documents, the speaker visiting the Diocese of San Jose, and the speaker's superior – Bishop or Major General – will initial each of the following regulations as acknowledgment that the Regulations were read, understood, and agreed.

Terms

Speakers requesting admittance into the Diocese of San Jose to appeal through the Mission Cooperative Program will be referred to as "Mission" throughout the regulations.

The pastor in the Diocese of San Jose receiving the Mission into their parish will be referred to as "Local Pastor" throughout the regulations.

**Regulation 1:** Once formally accepted into the Mission Co-Op Plan for 2020, the Mission must introduce him/herself to the Local Pastor via email **no later than February 28, 2020**.

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_

**Regulation 2:** The Mission is expected to provide their own transportation and housing. Lodging will not be provided unless agreed upon in advance by the Local Pastor **no later than February 28, 2020**. The Mission must also have an international health insurance and health membership card with him/her.

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_

**Regulation 3:** The Mission will send the pastor advance information for publicity purposes, such as a bulletin announcement or pulpit announcement, **no later than February 28, 2020**. A copy is to be sent to the Diocesan Missions Office at [DSJmissions@dsj.org](mailto:DSJmissions@dsj.org).

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_

**Deadline to submit form: September 30, 2019**

**Regulation 4:** The Mission will speak at all the liturgies in the parish on the dates of their appeal. At the discretion of the Local Pastor, the presentation may be given as the homily, after the homily as a reflection, or after the Post-Communion Prayer. If the Mission appeals during the homily, the Mission must make use of the contemporary Scriptural and/or liturgical themes. If this liturgical norm is not observed, the speaker will not be invited to return in the future.

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_

**Regulation 5:** The Mission must have a good command of one or more of the following languages: English, Spanish, and Vietnamese. For example, at parishes with many Spanish Masses, the Mission must have Spanish speaking skills.

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_

**Regulation 6:** Speaker substitutions or changes are not permitted. If the Mission organization wishes to change speakers, they must complete the application process again before the **deadline on September 30<sup>th</sup> 2019**.

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_

**Regulation 7:** Magazine subscriptions, envelopes, or address lists may not be solicited or merchandise sold during the visit to the parish. Pastors are asked to notify the Missions Office if this is done.

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_

**Regulation 8:** Once the collection is completed, the Local Pastor will forward a check within one month to the Diocesan Missions Office.

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_

**Regulation 9:** NO COLLECTION WILL BE GIVEN DIRECTLY TO THE MISSIONARY. The amount, less 10%, will then be forwarded to the Mission.

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_

**Regulation 10:** Mass Stipends for clergy are optional and up to the discretion of the local pastor. Personal fundraising is not permissible.

By initialing here I acknowledge that I have read and agree to the regulation  
\* Mission initials here: \_\_\_\_\_ Superior's initials here: \_\_\_\_\_