

# Safe Haven Sunday – March 2-3, 2019

## Checklist of things to do in preparation in the coming months

### To do in December

- Pastor informs parish staff of the initiative.
- Pastor obtains copy of **Equipped** booklet for review (these were passed out at deanery meetings, mailed and can also be mailed upon request).
- Determine roles and responsibilities of parish staff members and volunteer assistants:
  - Who will help with the printing and/or mailing or emailing of the introduction letter of Safe Haven Sunday from the priest to parish households?
  - Who will order copies of the book **Equipped** and the Prayer Cards to distribute to all parishioners on Safe Haven Sunday? (Order placed by December 21)
  - Who will make sure the bulletin blurbs and the bulletin insert are included in the parish bulletin on the designated dates?
  - Who will post information about Safe Haven Sunday on the parish webpage and/or social media?
  - Who will print the General Intercessions and make them available at the ambo for Safe Haven Sunday?
  - Who will place the Prayer Cards in the pews prior to the Vigil Mass and Sunday Masses?
  - Who will help pass out the book **Equipped** after the closing song of the Vigil Mass and Sunday Masses? etc.

### To do by December 21

- Parish representative places order for copies of **Equipped: Smart Catholic Parenting in a Sexualized Culture** and **Safe Haven Sunday Prayer Cards** (suggested one per family of each). Please email [marquis@diocesekcsi.org](mailto:marquis@diocesekcsi.org) by **December 21<sup>st</sup>** and indicate how many of each item you would like to order (prayer cards are provided at no cost; *Equipped* booklets are \$2 each).

*The Office of the Domestic Church and Discipleship will provide materials for all of the following.*

### To do in February

- Parish representative prints and mails/emails introduction letter of Safe Haven Sunday from the pastor to parish households (or creates bulletin insert).
- Parish representative ensures bulletin announcement and insert are included in the parish bulletin on the designated dates
- Parish representative posts information about Safe Haven Sunday on parish website and social media.

### To do just prior to Safe Haven Sunday Masses

- General intercessions are printed and made available at ambo.
- Prayer cards placed in pews prior to Vigil Mass and replenished as necessary for Sunday Masses.
- Volunteers pass out copies of **Equipped** book to each family after all Masses.