

### **OFFICES CLOSED**

The diocesan and Catholic Messenger offices will be closed December 25-January 1, 2018. Normal business hours will resume on Tuesday, January 2.

### **COMMUNICATION OFFICE**

**Contacting Diocesan Staff:** The “Contact Us” section on the diocesan [website](#) has been updated. You will find 1) a one-page list of employees with email address and phone number, 2) pages one and two of the Diocesan Directory listing the departments and their members, 3) diocesan services we provide listed by department and by index (alphabetically) and 5) our staff organizational chart which includes employee/volunteer names.

The **Parish Manual** has been updated on the diocesan website. It can be found [here](#) (Resources Tab/Library/General Policies/Bishop). This version is one large PDF with bookmarks. An alternate version is now available (which may be easier to access the contents). This *Parish Manual Page*, <https://www.davenportdiocese.org/parish-manual> shows the Table of Contents and when the document name is clicked it opens as a PDF. Some updated documents have a redlined version and is noted as such in parentheses. Revisions and additions can be easily viewed by clicking on the “redlined version” for the highlighted sections.

### **LITURGY OFFICE**

The new edition of *LiturgyNotes* is now available at:

<https://www.davenportdiocese.org/documents/2017/11/Dec2017LN.pdf>.

Please note that, according to the law of the Church, children who have reached the use of reason (around 7 years of age) are considered, for the purposes of Christian initiation, to be adults. Therefore, if someone who is to be baptized or received into the Catholic Church is deemed ready (i.e., old enough) to receive Eucharist they are to be confirmed. Extreme situations involving candidates that might lead to an exception (dispensation) are to be reviewed with Bishop Zinkula.

### **STEWARDSHIP OFFICE**

**Stewardship Day** will be March 6, 2018, 10 a.m. – 2 p.m. at St. Mary, Riverside. Bishop Zinkula will be sharing his “stewardship story.” Mark your calendar. Details will be available at a later date.

### **SOCIAL ACTION OFFICE**

**Project Rachel Special Request:** We are asking all parishes to assist us with the promotion of Project Rachel. Please consider placing [this insert](#) into your bulletin on a quarterly basis or as space allows. A Sample Bulletin Announcement can be found [here](#) under resources.

#### **Catholic Campaign for Human Development (CCHD)**

- Thank you for participating in the November collection. If you missed the collection, it isn't too late to donate by making a check payable to the Diocese of Davenport and marked CCHD Collection. You may submit it to your parish or mail it directly to the Diocese. Your generous support will give those in poverty the support they need to make lasting changes.
- Now accepting applications for 2018-2019 Catholic Campaign for Human Development Internship. Please [click here](#) for complete details. Application deadline is January 31, 2018.

**Catholic Relief Services (CRS):** The Holiday season has begun. It's a time of Joy and Celebration. Please share your blessings with our brothers and sisters around the world who are facing hunger and poverty by giving them a [Gift of Hope](#). Click the link to see how.

**World Day of Peace (Jan. 1):** For resources and information please go to [here](#).

**2018 National Migration week** will be held January 7-13, 2018. National Migration week is an opportunity to recognize the contributions of immigrants, refugees, migrants and survivors of human trafficking have done in our community. Resources are available [here](#).

**National Prayer Vigil for Life on January 18-19** is an all-night pro-life prayer vigil held on the eve of the March for Life each January. It is held at the Basilica of the National Shrine of the Immaculate Conception in Washington, D.C. For more details go [here](#).

**CRS Rice Bowl Collections starts Ash Wednesday, February 14.** Materials will be shipped January 5 to all participating parishes and schools. Please check your shipment to ensure you have received the proper amount of materials needed including the CRS Rice Bowls with Lenten Calendars. If you need more rice bowls or other resources, visit [crsricebowl.org/order](http://crsricebowl.org/order). For questions about the collection contact [Loxi Hopkins](#), 563-888-4212.

**Share the Journey, Love Your Neighbor Campaign:** During Lent CRS Rice Bowl will be sharing resources and reflections on how you, your family and your community can journey alongside the Good Samaritan, to reflect on the question: Who is my neighbor? [Click here](#) to see how.

**St. Vincent's Home:** Spring grants are no longer awarded. The next grant deadline will be September 15, 2018. For more information please go [here](#).

## **FAITH FORMATION OFFICE**

### **Youth and Young Adult:**

**FORUM 2018:** February 16-18, St. Ann Parish, Long Grove. A weekend experience for high school youth, parents, and adult leaders in faith formation ministries that will inspire, equip and empower participants to live as disciples of Jesus, and that will explore the kind of leadership necessary today to provide effective ministry to today's youth. Keynote speaker: [Mike Patin](#). For details, visit the [FORUM website](#) (details coming soon).

### **Adult Formation:**

- **Upcoming Courses:** 1/6/18 Reconciliation/Anointing by Fr. Paul Appel and 2/3/18 Confirmation by Don Boucher. Join us to learn more about the Sacraments during our Spring Formation Courses. Whether you need a refresher for yourself or are a catechist forming students or catechumens/candidates, these courses are for you! Courses are held at the Chancery, 9 a.m. – 4 p.m. Cost is \$25 per course. [Register here](#) or contact [Rosina Hendrickson](#), 563-888-4244 for more information.
- Check out the [Grow Your Faith](#) page on our website for resources, courses and information pertaining to Adult Formation. Recently added and updated, this will be your place to find out what is happening in this area of ministry.

**Shredding the Doubts: A Faith Formation Roundtable:** Friday, January 12 and Saturday, January 13, 9 a.m.-1 p.m. (lunch to follow). Choose your location each day: St. Mary, Oskaloosa or SS. Mary & Mathias, Muscatine. Beginning with a premise of encounter and discipleship, we will gather to hear from each other about innovations and hopes for faith formation in our parishes. This event is designed for all parish formation leaders, pastors, deacons, catechists, team members, parents, grandparents and those interested in learning more about sharing their faith. [Registration](#) required by January 8. A Freewill Offering will be collected. Visit our [website](#) or contact [Rosina Hendrickson](#), 563-888-4244 for more information.

**Certificate in Ministry Studies begins January 27 & 28,** Saturday 9AM-6PM and Sunday 9AM-4PM at the Chancery. Principles of Lifelong Catechesis and Principles of Youth Ministry courses will be offered as part of the [Certificate in Ministry Studies](#). The first of 8 courses over two years for those working in lifelong catechesis, faith formation and youth ministry, participants will gain an understanding of the vision and context for these ministry areas. Cost is \$150 for those currently involved in ministry in the Diocese of Davenport. Registration deadline is

December 11. Register [here](#) and visit our [website](#) or contact [Rosina Hendrickson](#), 563-888-4244 for more information.

## **MARRIAGE AND FAMILY**

**“Ministry with Grandparents”**: December 21, 12:00 p.m. This [Conference Call](#) will explore resources, research, and practical strategies to support grandparents in their expanding roles today. Call in procedures and additional information in a printable flyer may be accessed on the diocesan website [here](#).

**“Marriage Moments and Parenting Pointers”** will no longer be sent out as an attachment. Please register on the author’s website [here](#) if you would like to receive future weekly/monthly installments directly to your e-mail. These publications are available in both English and Spanish and may be used in parish bulletins or as links on parish websites.

**Diocesan Marriage Preparation Policies and Procedures** is available on the diocesan website [here](#). Fillable PDF Prenuptial Investigation forms are on the website: [English](#) and [Spanish](#).

**Marriage Preparation Instructional Programs**: The Diocese of Davenport offers several marriage preparation program formats. More information can be found on the [Marriage and Family webpage](#).

**Natural Family Planning**: Participation in an Introduction to Natural Family Planning or a method specific instruction is required of all couples of child bearing age preparing for marriage in the diocese. A full listing of free upcoming introductory sessions and specific method classes is available on the diocesan [NFP page](#). Please contact [Marianne Agnoli](#), 563-888-4242 if you would like to schedule an NFP instruction in your parish or deanery.

## **PROTECTING GOD’S CHILDREN**

**To report child abuse contact**: Iowa Department of Human Services Child Abuse Hotline: 800-362-2178 and if it involves clergy or church personnel also notify Alicia Owens, Victim Assistance Coordinator: 563-349-5002, [vac@diodav.org](mailto:vac@diodav.org) or PO Box 232, Bettendorf, IA 52722-0004.

## **OUR LADY OF THE PRAIRIE RETREAT, WHEATLAND**

To register contact: 563-336-8414 or [olpretreat@gmail.com](mailto:olpretreat@gmail.com). To learn more about these programs and Our Lady of the Prairie Retreat visit [www.chmiowa.org](http://www.chmiowa.org).

*Come to the Quiet*: Tues, December 5 | 9:30am – 3:30pm

*Visio Divina through Film*: Tues, Dec 5 | 5:30 pm light supper followed by 6:00pm film. Film: *Spring, Summer, Fall, Winter and Spring*.

*Come to the Quiet*: Wed, January 11 | 9:30am – 3:30pm

*Contemplative Photography: “The Art of Seeing”*: Monday, January 29, 9:30 am – 3:30 pm

*Tuning into our Inner and Outer Guidance as We Move Forward in Life*: Tuesday, January 30, 9:30 am – 3:30 pm

*Tangle your own Circle of Life: The Mandala*: Wednesday, January 31-Thursday, February 1, 9:30 am – 3:30 pm

## **SISTERS OF ST. FRANCIS, CLINTON**

For more information call 563-242-7611 or go to <http://www.clintonfranciscans.com/>

*Longing for Peace, an Advent Day of Reflection*: Dec. 2, 9 a.m. – 3 p.m. The Canticle, Clinton.

## **BENET HOUSE RETREAT CENTER, ROCK ISLAND, IL**

Contact Sr. Jackie Walsh, OSB at 309-283-2108, [retreats@smmsisters.org](mailto:retreats@smmsisters.org) or online at <http://www.smmsisters.org/retreats/> to register.

*Lectio for Advent and Christmas: Sat. Dec. 9, 9-11 am*

*"Dominion to Dragons: Can the Bible Teach Us How to Care for The Environment?", Wed. Dec. 13, 7-8:30 pm; session focuses on the New Testament.*

*Silent Directed Retreat: And Jesus Said to Them "Follow Me" (Mark 1:14-20): Jan 14, 4:00 PM - Jan 17 4:00 PM.*

*Valentine Evening for Couples: Laughter - The Language of Love: Feb 9 6:30 PM - 9:30 PM*

## **SHALOM SPIRITUALTY CENTER, DUBUQUE**

To register call 563-582-3592 or email [info@shalomretreats.org](mailto:info@shalomretreats.org). 1001 Davis St., Dubuque, IA 52001, [www.shalomretreats.org](http://www.shalomretreats.org).

*Journeying Within Advent: Saturday, December 2, 8:30-11:30am.*

*Shalom's Annual Advent Evening For Women: Monday, December 4, 6:00-9:00pm. Presenters: The Music Group Lydia*

*The Reason For The Season: A Christmas Craft Event For Families With Children: Saturday, December 9, 9:30-11:30am*

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To support the ministry of your parish, school and the diocese these groups automatically receive the *Mini-Messenger*:

Deacons	Diocesan Corporate Board	Youth Ministers	Pastoral Associates	Directors/Coordinators of Faith Formation
Parishes	Catholic Foundation Board	Sisters	RCIA Parish Contacts	Diocesan Liturgical Commission
Priests	Parish Lay Directors	Bookkeepers	Diocesan Board of Education	Diocesan Planning Commission
Seminarians	Diocesan Pastoral Council	Principals	Parish Life Coordinators	

Other interested persons are welcome to subscribe. If you have questions regarding your subscription contact Laurie Hoefling, [hoefling@davenportdiocese.org](mailto:hoefling@davenportdiocese.org).