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## Instructions for Parish/Group Summary Report

For parishes and other communities/groups (e.g., college campus ministries, Catholic schools, movements/apostolates, other groups not attached to one parish, etc.) who engage the Synod consultation process in the diocese with listening sessions, **one summary report** from each entity (parish/group) is requested to be submitted to the diocese. Please keep in mind the following:

- Even if each parish/group has multiple listening sessions, only one summary report is requested from each entity.
- Reports from parishes should have the approval of the pastor
- Reports from other communities/groups should have the approval of the appropriate lead (e.g., chaplains, principals, local lead/director of movement/apostolate, etc.).
- As helpful and important as these reports will be for the diocesan report, vital to this whole process is the experience of prayer, listening and lived synodality being encouraged.

**Below is the requested framework to follow when compiling your summary report:**

- **Reports should be entered and submitted electronically to [synod@raldioc.org](mailto:synod@raldioc.org).**
- **Please use [synod@raldioc.org](mailto:synod@raldioc.org) if you have any questions or encounter any problems.**
- **If necessary, a hard-copy report can be mailed to the diocesan offices, ATTN: Synod.**



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## ***Section A: Basic Information***

- 1) Name of parish, Catholic school, campus ministry or community/group
- 2) Address of parish, Catholic school, campus ministry or community/group
- 3) Name of pastor/leader
- 4) Name of person filling out this report/form; phone number; email address

## **Section B: Assessing the Synod Process within Your Parish/Community**

- 1) What process did you chose to consult your community. Please check all that apply:
  - Prayer-Centered Listening Sessions (in-person, virtual, hybrid)
  - Online Survey
  - Other Meetings
  - Phone Calls
  - Something else? [Please describe.]
- 2) Whom did you consult? Please check all that apply:
  - a. Parish/community members
  - b. Parish/community leadership, staff & volunteers
  - c. Parish councils (pastoral and finance)
  - d. Inactive Catholics
  - e. Other Christians
  - f. Those of other religions
  - g. Unaffiliated
  - h. Other
- 3) What was the best part of the process? What were the high points?
- 4) What was the most challenging aspect of the consultation process?
- 5) What are some lessons learned?
- 6) Are there steps that your community will be taking as a result of this process?