

## Safe Haven Sunday – March 10, 2019

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

#### To do in December

- Determine roles and responsibilities of parish staff members and volunteer assistants.
- Pastor informs parish of the initiative through its normal communication channels.
- Pastor obtains a copy of the booklet *Equipped* for review (these were passed out at deanery meetings and can also be mailed upon request). Copies of the book and prayer cards should be ordered by January 7, 2019.
- Determine who will make sure the [bulletin blurbs](#) and the bulletin inserts are included in your parish bulletin on the designated dates.
- Determine who will post information about Safe Haven Sunday on the parish webpage and/or social media using the [bulletin blurbs](#) document.
- Determine who will help with the printing and/or mailing and emailing of the introduction letter of Safe Haven Sunday from the pastor to all parish households
- Determine who will print the General Intercessions and make them available at the ambo for Safe Haven Sunday
- Determine who will place the Prayer Cards in the pews prior to the Vigil Mass and Sunday Masses
- Determine who will help pass out the book *Equipped* after the closing song of the Vigil Mass and Sunday Masses

#### To do in January

- Parish representative to place 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 [aheinzen@diolc.org](mailto:aheinzen@diolc.org) by **January 7th, 2019**, and indicate how many of each item you would like to order (prayer cards are provided \$15 per 100; *Equipped* booklets are \$1 each).

#### To do in February

- Parish representative to print and mail introduction letter of Safe Haven Sunday from the pastor to all parish households (or creates bulletin insert).
- Parish representative ensures bulletin announcements and inserts are included in the parish bulletin on the designated dates as specified in the [bulletin blurbs](#).
- Parish representative posts information about Safe Haven Sunday on parish website and social media from [bulletin blurbs](#).

#### 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.