

# Timeline Worksheet for Pastoral Priority Process

## **AUGUST-SEPTEMBER 2017: PARISH COMPLETES ASSESSMENT**

**Who should shepherd our parish pastoral priority process, making sure we meet deadlines?**

**How should we determine the Family Demographics (Part One of the Assessment Tool)?**

**Who should be involved in the Needs Assessment of our parish regarding family (Part Two of the Assessment Tool)?**

**When will we gather to complete the Needs Assessment?**

**Our Due Date to complete the Assessment Tool \_\_\_\_\_**

## **SEPTEMBER-OCTOBER 2017: BASED ON THE ASSESSMENT, PARISH DEVELOPS 1-2 SMART GOALS AND AN IMPLEMENTATION PLAN FOR THE *PASTORAL CARE OF FAMILIES***

**Who should be involved in determining and writing the parish SMART Goals and the implementation plan?**

**When will we meet to write the SMART Goals and develop the implementation plan?**

**Our Deadline to Complete the SMART Goals and implementation plan \_\_\_\_\_**

**OCTOBER 31, 2017: PARISH SUBMITS COPIES OF THE FAMILY DEMOGRAPHICS PAGE 6, ASSESSMENT PAGES 7-10, GOALS PAGES 13-14 AND YOUR IMPLEMENTATION PLAN TO THE DIOCESAN OFFICE OF MARRIAGE, FAMILY LIFE AND CHILD WELL-BEING**

**Deacon Lonnie Briseño  
1280 Med Park Dr.  
Las Cruces NM 88005**

**Who will be responsible for submitting the documents to Deacon Lonnie?**

**NOVEMBER 2017-MAY 2018: IMPLEMENTATION OF PLAN TO ACHIEVE THE SMART GOALS**

**How will we hold ourselves accountable to complete the tasks in our implementation plan in a timely fashion?**

**AUGUST 2017 – MAY 2018: DISCUSSION AT VICARIATE MEETINGS ON PROGRESS MADE ON SMART GOALS**

**How will we prepare our priests to report on discuss our SMART Goals and implementation plans at the vicariate meetings?**

**MAY-JUNE 2018: EVALUATE SMART GOALS TO DETERMINE HOW EFFECTIVELY THEY WERE ACHIEVED**

**When will we meet to evaluate our SMART Goals and complete the evaluation and best practices forms which the diocese will provide?**

**JUNE 15, 2018: SUBMIT TO THE DIOCESAN OFFICE OF MARRIAGE, FAMILY LIFE AND CHILD WELL-BEING THE COMPLETED EVALUATION AND A BEST PRACTICE THE PARISH HAS DEVELOPED IN THE *PASTORAL CARE OF FAMILIES* WHICH WILL BE SHARED WITH OTHER PARISHES.**