

Developing and Communicating an Emergency Mass Plan

Sudden changes in the availability of Mass, due to illness, weather, or the availability of a presider, can occur at any time. It is important for parishes to develop a plan for such occasions, and to be prepared to communicate those changes quickly should the need arise. Below are questions for Pastors/Parochial Administrators/Pastoral Administrators and Pastoral and Finance Councils to consider before an emergency presents itself.

Name of Parish:

Pastor/Parochial Administrator/Pastoral Administrator:

- A. Identify accurate measurements of church / worship space (including Cry Room, Family Room, choir loft, etc.) capacity numbers based on 22" per person.

Name of Church Site	Seating Capacity

- B. Re-visit the Parish weekend Mass schedule in light of possible future emergencies
- a. List the day, times and location of weekend Masses in the parish.

 - b. Based on geographical proximity, where might parishioners travel for weekend Mass if there was an emergency in the parish?

- c. What, if any, adjustments are needed in the parish's Mass times to allow parishioners to travel to an alternate location for Mass if there is an unexpected situation?
 - d. What, if any, adjustments are needed in the parish's Mass times if the priest is needed to assist in an emergency at a neighboring parish?
 - e. Do we need to refocus our attitudes on commitment to Eucharist and not convenience of times? How do we re-focus that preference?
- C. Determine method of communication for sudden changes.
- a. What do we currently use in the parish to communicate sudden changes for such events?
 - b. What other methods of electronic communication should be used?
- D. Consider the adoption or expansion of online giving to reduce the financial impact of unexpected changes.
- a. How many parishioners currently give online?
 - b. What would be needed to increase the percentage who give online?