

# Totus Tuus

Totally Yours

## 2023 Parish Handbook



**Diocese of Gary**  
*Office of Evangelization,  
Catechesis, and Family Life*

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# Totus Tuus of the Diocese of Gary

## Parish Summer Catechetical Mission

### 2023 Informational Guide

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# Totus Tuus ~ “Totally Yours”

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Totus Tuus is a summer Catholic youth mission dedicated to handing on the Gospel and promoting the Catholic faith through evangelization, catechesis, Christian witness, and Eucharistic worship. Our week-long Parish Summer Catechetical Mission assists parents and parishes in the evangelizing and catechizing of their youth by supplementing the work they are already doing.

The methodology, structure, content, and enthusiasm of Totus Tuus is concerned not only with handing on the faith, but also igniting the hearts of the team members and young people. The result has been the formation of young adults who continue to dedicate themselves to the Church's mission of evangelization.

## Our Mission

The mission of Totus Tuus is to inspire in young people a true longing for holiness, a deep desire for daily conversion, and an openness to their vocation by constantly challenging them to give themselves entirely to Christ through Mary and by continually strengthening their prayer lives in imitation of her.



## Our Motivation

Totus Tuus, a Latin phrase meaning “totally yours,” was the motto of Pope John Paul II. Taken from St. Louis de Montfort's *True Devotion to Mary*, it signifies our desire to give ourselves entirely to Jesus Christ through Mary. It also expresses our effort to give our all to every young person we encounter. Through the teams' example of joy and service, the youth see that these men and women are ON FIRE with the Catholic faith and long for the same thing in their lives.

## Our Method

Totus Tuus calls upon college students and seminarians from the Catholic Diocese of Gary and across the United States to carry this mission to every young person they encounter in the parish mission. Students are chosen for their energy, enthusiasm, love for the faith, commitment to spiritual growth, ability to work with a team, and desire to work with youth.

Each Totus Tuus team consists of four college students, two men and two women, and are invited to a different parish every week for six weeks, where they conduct a week-long "parish mission," catechizing and inspiring the parish's youth.

# The Five Marks of Totus Tuus

1. Proclamation of the Gospel to arouse faith
2. Explanation and examination of the reasons for our beliefs
3. Christian Witness and experience of Christian living
4. Celebration of the Sacraments, especially Holy Eucharist and Penance
5. The missionary nature of the Catholic Church



Totus Tuus joins the Church in her proclamation of the Gospel to arouse faith in the youth of the Catholic Diocese of Gary. Ready with “an explanation...for the reason for your hope” (1 Peter 3:15), Totus Tuus missionaries expound upon the reasons for our beliefs and share their personal testimonies with the young people.

Pope Paul VI wrote, “Modern man listens more willingly to witnesses than to teachers, and if he does listen to teachers, it is because they are witnesses” (*Evangelii Nuntiandi*, 41). With this in mind, Totus Tuus team members are immersed in a life of prayer and give witness to the fruits of that experience of Christian living to the youth.

Additionally, the daily schedule of the Totus Tuus missionary revolves around prayer and the Sacraments, especially the Mass. A summer given entirely to God and the young people of the Catholic Diocese of Gary would not be possible otherwise.

# The Five Pillars of Totus Tuus

1. The Eucharist and Prayer
2. Marian Devotion
3. Catechetical Instruction
4. Vocational Discernment
5. Fun and lots of Fun

**The Eucharist** has pride of place in the Totus Tuus schedule, for both team members and participants. Prayer—the Liturgy of the Hours, the Rosary, the Angelus, the Chaplet of Divine Mercy, and Adoration of the Blessed Sacrament—provides the structure, but the celebration of the Holy Sacrifice of the Mass is the “source and summit” of the daily schedule.



Totus Tuus missionaries will lead the young people to Jesus for a week; however, Mary will lead them to Jesus for a lifetime. Therefore, Totus Tuus promotes **Marian devotion**. Meditating on the mysteries of the Rosary, we come to see how Mary always leads us to her Son. Praying with her and to her, we hear her say to us, “Do whatever He tells you” (John 2:5).

An authentic **catechesis**, rooted in an orderly and systematic explanation of God's revelation of Himself through the person of Jesus Christ, provides the foundation of the Mission's teaching. Totus Tuus instructs young people in the basic tenets of the Catholic faith to cultivate both a firm intellectual grounding and a solid relationship with Jesus. All of our teaching aims to help young people grow in the understanding of, strengthen their faith in, and, most importantly, develop an intimate friendship with Jesus Christ.



Totus Tuus strives to foster **Christian vocations** by encouraging young people to begin discerning God's call in their life to be married, a priest, or a religious. Team members sign a "covenant" in which they promise to be open to and actively discern God's will for them. Because they are striving to live an authentic Christian life and are actively discerning their vocation, they can better help the youth to do the same.

Finally, Totus Tuus demonstrates that one can be a faithful Catholic and still have **fun**. Morning "pump up," silly skits and songs, recess, and water fights infuse the element of fun in the Mission.

## The Totus Tuus Themes and Mysteries

The Sacred Scriptures and the *Catechism of the Catholic Church* provide the foundation of the catechetical instruction of the Totus Tuus summer youth mission. Consequently, Totus Tuus has divided the four pillars of the *Catechism* into a six-year teaching cycle:

- 2023 ➤ **Year One: The Mystery of Salvation**  
Year Two: The Apostle's Creed  
Year Three: The Sacraments  
Year Four: The Commandments  
Year Five: The Gifts, Fruits, Virtues  
Year Six: Prayer and the Our Father

To complement this six-year cycle, Totus Tuus follows a four-year cycle dedicated to the mysteries of the Rosary:

- The Joyful Mysteries  
The Luminous Mysteries  
2023 ➤ **The Sorrowful Mysteries**  
The Glorious Mysteries





# Daily Schedule

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The following is the suggested schedule for use during the week of Totus Tuus. This schedule can be adapted to meet the needs of a particular parish. If you would like to make adjustments to the schedule to accommodate any special circumstances in your parish, please notify the Totus Tuus office as soon as possible.

## Team

6:30 a.m.	Rise
7:00 a.m.	Breakfast
7:45 a.m.	Morning Prayer (Lauds), Rosary, and Silent/Meditative Prayer

## 1st - 6th Grade Mission

9:00 a.m.	Introduction
9:15 a.m.	Warm-up/Songs
9:25 a.m.	Session Period #1
9:50 a.m.	Snack/Game
10:10 a.m.	Music Preparation for Mass
10:20 a.m.	Session Period #2
10:45 a.m.	Mass Preparation/Confessions
11:15 a.m.	MASS
12:00 p.m.	Lunch-Recess
1:00 p.m.	Water Break
1:10 p.m.	Session Period #3
1:35 p.m.	Skit
1:50 p.m.	Session Period #4
2:15 p.m.	Gather, Review and Closing Prayer
2:30 p.m.	Dismissal



## Team

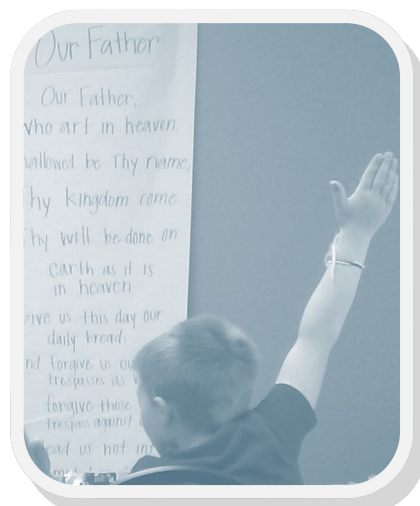
2:30 p.m.	Clean-up/Set-up for next day/Team Meeting
3:00 p.m.	Evening Prayer and Chaplet of Divine Mercy
3:30 p.m.	Team Recreation
5:30 p.m.	Dinner

## Junior & Senior High School Mission

7:30 p.m.	Introduction/Review
7:40 p.m.	Session #1
8:25 p.m.	Break
8:35 p.m.	Session #2
9:20 p.m.	Night Prayer
9:30 p.m.	Dismissal

## Team

9:45 p.m.	Return to Host Family
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# Elementary Mission

The Totus Tuus Elementary Mission is designed for children going into first through sixth grades in the 2023-24 school year. The Elementary Mission runs Monday through Friday.

The students are encouraged to be clear and consistent in their faith. They are shown how to view their Lord as a good Father. This personal relationship gives them the confidence to be Christ's witnesses in the world around them. Finally, Totus Tuus endeavors to show the youth that a humble and courageous desire to know God must be based upon a steadfast and disciplined life of prayer combined with the reception of the sacraments.



## Facilities

In order for the Elementary Mission to run smoothly, the team requests **one large hall or room for their main assemblies**. (This same room can be used as a lunchroom, if necessary.) If the group is large, it is helpful to provide a **microphone** for the main speaker.

The size of the student body and number of teams assigned to each parish will determine how much **classroom space** is needed. For one team this will usually mean having three or four other classrooms available for use; for two teams, seven or eight classrooms; for three teams, eleven to twelve rooms.

Each classroom should have a **chalkboard or a dry-erase board**. For the 1st and 2nd grade classroom, it is ideal to have a large enough room to have some empty space near the board for the children to gather on the floor, as well as tables set up with chairs for their activities. Team members will rearrange the rooms as needed.

It is very important that **the church** be available for Mass and confessions **everyday**. If possible, the team might take the students into the **Adoration Chapel**, if there is one, for a short time during the week; if there is not one, the church would suffice.

## Volunteers and Safe Environment



The parish coordinator cannot possibly do everything without help. As such, we strongly recommend having a few high school students and adults to assist throughout the week.

***There should be at least one adult present in the building at all times*** when the Mission is in session. There should also be an adult present with volunteers who are under 18. This adult should be present and immediately available to the students and Totus Tuus missionaries.

Volunteers can assist the coordinator by setting up drinks and snacks, cleaning the kitchen, sweeping the floors after breaks and lunch, helping those who may become ill, and doing anything else the coordinator may ask.

Volunteers **must** be present in the classrooms, as Totus Tuus will be unable to provide more than one team member in each classroom. For safe environment purposes, **please have at least one volunteer per room**. Three volunteers per room would be ideal—one to stay in the classroom with the missionary; two to accompany kids together out of the classroom when necessary.



During training, team members will be given the following safe environment guidelines in regard to the classrooms. If you cannot get volunteers for the classrooms, please make sure these guidelines are being followed. If there is no window in the classroom door, the door must be open. If there is a window in the door, the window is not to be obstructed. Totus Tuus takes the safety of children seriously. Thank you for your assistance in this matter.

***No child should ever leave a classroom unattended.*** If a child has to leave in the middle of a session for whatever reason, at least one (preferably two) volunteer(s) should accompany the child(ren) to his/her destination.

Volunteers should not be alone with youth in the bathroom, but should instead wait outside the bathroom for them. If it is necessary to go into the bathroom with a child, there should be two volunteers present.

Classroom volunteers who are being disruptive will be asked to report to the parish coordinator. This tends to be a larger problem with the teenage volunteers rather than the adult volunteers.

The team leader will meet with classroom volunteers Monday morning to explain their responsibilities during the week. The parish coordinator is welcome to attend this meeting.



All volunteers, regardless of age, must be approved according to diocesan standards. All volunteers should abide by the Diocese of Gary's Virtus / Safe Environment Program policies. Additionally, all volunteers 18 or older must have their background investigated, to assure that there is no history of a sexual crime with children or young people. Finally, all volunteers 18 or older must attend a VIRTUS Safe Environment awareness session prior to volunteering.

***It is the responsibility of the parish coordinator to make sure the volunteers have met these diocesan criteria.***



## 2023 Theme and Mysteries: 1st - 6th Grades

As stated, the Totus Tuus Mission has divided the four pillars of the *Catechism of the Catholic Church* into a six-year cycle. To complement the Catechism cycle, Totus Tuus adds a four-year cycle dedicated to the mysteries of the Rosary. In 2023, Totus Tuus will cover:

Theme: The Mystery of Salvation

Mysteries: Sorrowful Mysteries

### Monday

- Session #1 The Agony in the Garden
- Session #2 Revelation Through Covenant
- Session #3 One Font, Two Streams: Scripture and Tradition
- Session #4 In the Beginning: Adam and Eve

### Tuesday

- Session #1 The Scourging at the Pillar
- Session #2 The Great Promise: Noah and His Family
- Session #3 Faith of Our Fathers: Abraham, Isaac, Jacob
- Session #4 Let My People Go: Moses and Israel

### Wednesday

- Session #1 The Crowning with Thorns
- Session #2 I Will Be Your God: David and the Kingdom
- Session #3 You Will Always Be My People: Prophets
- Session #4 The New Covenant in My Blood I: Jesus and the Church

### Thursday

- Session #1 The Carrying of the Cross
- Session #2 The New Covenant in My Blood II: Jesus and the Eucharist
- Session #3 Full Authority I Give You: Acts of the Apostles
- Session #4 The Wedding Feast of the Lamb: The Book of Revelation

### Friday

- Session #1 The Crucifixion
- Session #2 Our Mission to Serve: Stewardship and Vocations

## **Snacks/Recess**

While the sessions comprise a large part of the day, Totus Tuus is not school and makes sure that the kids have FUN, too! Therefore, we have a break in the morning, recess and “cool down” after lunch, and a short bathroom break in the afternoon.

We ask the parish to provide drinks throughout the day. **Water** is a necessity, but we also encourage other drinks such as **lemonade** or **Juice**. The children will need drinks set out for them at three points during the day: at the morning snack break (9:50 a.m.), at lunch (12:00 p.m.), and after recess (1:00 p.m.). We ask that your volunteers have the snacks and drinks ready five minutes before the morning break.

We also ask that the parish provide snacks (cookies, chips, crackers, etc) at the morning break. To make it easier on the parish resources, participating children can be asked to

provide one dozen cookies (or a bag of chips, etc).

The children should be asked to **bring sack lunches**, but drinks may need to be prepared. Some parishes choose to provide lunch for the children, especially on Friday afternoons (see below). The choice is yours; just be clear so the parents know what to expect.

**Recess** follows lunch. Team sports are encouraged; therefore, children are invited to bring Frisbees, gloves, bats, and balls. The team will participate in recess with the children.

The 1:35p.m. break is not a snack break.

## Mass and Confession

It is in the Sacraments, especially in the Eucharist, that Christ Jesus works most fully for the redemption and sanctification of all mankind. We realize that Totus Tuus asks a lot of our priests who are already very busy, but we are eternally grateful for their presence and participation in the mission. We have found over the years that celebrating and participating in the sacraments on such an intimate level has a tremendous effect on the children. We strive to help the children participate fully and actively in the liturgy and consider this an integral part of our Mission.



**It is the responsibility of the Parish Contact to arrange the liturgical and sacramental events with the priest.**

Since the Eucharist is the source and the summit of the Christian life, Totus Tuus **requires the daily celebration of Holy Mass** at 11:15 a.m. We also suggest that opportunities for the **Sacrament of Reconciliation** be made available every day before Mass, beginning at 10:45 a.m. This schedule can be adapted to meet the needs and special circumstances of your parish. If you would like to discuss alternate schedules, please contact the

Totus Tuus office as soon as possible.

The oldest students will be sent to Confession on Monday and younger grades as the week progresses. If your parish has many young people involved in the Mission, the pastor may find it helpful to invite a fellow priest to assist.

The youth will participate at Mass by serving, bringing up the offertory gifts, and proclaiming the readings and petitions. Totus Tuus team members can lead the children in a few songs during Mass; but if the music director or choristers want to be there, although they are certainly welcome.

The team will prepare the children for Mass and Confession, and they will practice the songs as well. The children will be expected to behave during Mass—and at all times during the week. If Adoration is available, it will be encouraged to be part of the day.

## Friday Afternoon

On Fridays, we follow the usual schedule through lunch, but then it is modified to allow for “fun time” on Friday afternoon. Students may still bring their lunches, but some parishes like to take this opportunity to have a “cook out” (usually hot dogs and chips). After lunch there will be no sessions.

Friday afternoon’s festivities can be held in a nearby park or recreation area, or large, open area (the parking lot will suffice) on your church grounds. After lunch there will be a **water-balloon toss** and a “**water fight**” for which students can bring water guns, squirt bottles, buckets, etc. The water fight ends by 2:15 p.m. and students help the team clean up the area.

The parish is asked to provide **water hoses and wading pools or a stock tank**, etc. Parishes may also choose to provide **popsicles, ice cream, or other treats** at the conclusion of Friday afternoon.

Some parishes ask the local fire department to send a truck and join in the water fight. This adds a considerable amount of water—and fun!—and is completely optional.

Another Friday afternoon Totus Tuus tradition is to reward the students for being well behaved all week by “shaving cream” or “human sundaes” the Totus Tuus team or some other reward, such as ice cream sundaes. Other creative options are certainly welcome. For example, taking the students to the nearby nursing home and dish up real ice cream sundaes—and a few of the songs they’ve learned during the week—to the residents.



Parents should be warned that children will be wet and possibly dirty when they are picked up. Please recommend that the students wear clothing that can get dirty. The team will talk to the children about Friday afternoon at the close of the day on Thursday, giving them the rules of the day, what to bring for the water games, and what to wear.

The day is closed, as is every day, with songs and prayer.

# Junior and Senior High School Mission

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Totus Tuus offers instruction in the evening for junior and senior high school youth. Junior High youth are those entering the 7th or 8th grades, and Senior High youth are those entering grades 9-12 for the 2023-24 school year. These “twilight retreats” meet Sunday through Thursday.

We have found that vibrant, faithful, college-aged missionaries can effectively impact the youth at this age. Two reasons for this have been noticed: the close proximity of age and the ability to establish mentor relationships, i.e., big brother or big sister.

The Totus Tuus Junior and Senior High School Mission comprises instruction, small group discussions, quiet meditation, prayer, and fellowship. The team teaches in such a way as to offer a dialogue in which each person feels respected in his or her most basic dignity.

The junior high students will join the senior high students for the evening Mission; however, their classes will remain separate to maintain an atmosphere and discussion level that is appropriate for both age groups.



## Facilities

Similar to the Elementary Mission, the team needs **one large hall or room for their main assemblies**. If the group is large, it is helpful to provide a **microphone** for the main speaker.

The size of the student body and number of missionaries assigned to each parish will determine how much **classroom space** is needed. Generally, the team will need two classrooms available for use.

**The church** needs to be available for Adoration and Confessions one evening of the week, usually Tuesday.

## Supplies

It would be helpful to have the following supplies for the high school sessions: a chalkboard/dry erase board and Bibles.

## 2023 Theme: 7<sup>th</sup> – 12<sup>th</sup> Grades Schedule

Each retreat session runs from 7:30 p.m. until 9:30 p.m. There will be time for fellowship, snacks, and two instructional sessions most evenings. The schedule varies, as described below, on Tuesday and Thursday.





## Snacks

There is a 15-minute refreshment break at 8:25 p.m. We ask the parish to supply the refreshments for Sunday, Monday, and Wednesday evenings. No snacks are needed Tuesday evening. Snacks on Thursday evening will depend upon the social activity.

	<u>Session #1</u>	<u>Session #2</u>
Sunday	<b>Fellowship/ Gift and Mystery</b>	
Monday	<b>The Plan of the Mystery/ Discussion</b>	
Tuesday	<b>Eucharist and Confession/ Meditation / 8:30 Adoration and Confession</b>	
Wednesday	<b>Upon This Rock/ Discussion</b>	
Thursday	<b>7:30-9:30 Evening Social</b>	

## Adoration and Confession

On Tuesday evening, the youth adore Christ face-to-face during Exposition of the Blessed Sacrament. During the same time, the youth are encouraged to receive the Sacrament of Confession. Thus confessors will be needed from 8:15-9:15 p.m. If your parish has many young people involved in the Mission, the pastor may find it helpful to invite a fellow priest to assist. This evening may be moved to another day of the week, usually Wednesday, if necessary; please remember to adjust snacks and schedule the priest accordingly.

## Thursday Evening Social

On Thursday evening, the last night of retreat sessions, the team will spend time in fellowship with the youth. Activities for Thursday evening may include anything that allow the team members and youth to interact on a social basis, e.g., a barbecue at the lake, going out for pizza and bowling, going to a parishioner's home for a cookout and swimming, etc. This is a great chance for the team to make a personal connection with the youth and establish a mentor relationship. The youth are responsible for the cost of the outing, usually no more than \$5.

## The Team

Each Totus Tuus team consists of two men and two women. The missionaries are chosen based upon their commitment to the Catholic faith, desire to teach the faith, love of children, energy and enthusiasm, and leadership abilities.

In order to run a week of Totus Tuus smoothly, the missionaries adhere to a well-defined schedule which has as its foundation and backbone a structured prayer life.





The daily schedule—as pertains to the elementary Mission during the day and the twilight retreats for the older youth in the evenings—has already been discussed. This section will lay out the rest of the team’s day and the larger weekly schedule.

## Arrival/Setup



The team **arrives on the Saturday** afternoon or evening prior to the beginning of the week.

Please inform the team leader if members of the team will be **speaking at the Masses** that weekend. Speaking at Mass is an excellent opportunity to publicize the coming week with a brief presentation about Totus Tuus. Often this presentation will help bring in more youth to participate in the week’s Mission.

The team should **meet with the parish contact and pastor** (if available) for a formal meeting and touring of the facilities on Saturday evening. The team will set up the

facilities on Sunday afternoon. Due to the early morning and late night scheduling of events, some parishes have found it convenient to provide the team leader with a key to the facilities. If you choose not to do this, then please make sure the team leader knows who will have facility keys for the week.

## Host Families

Because the missionaries are “out on the road” we ask that the parishes find host families to provide **sleeping arrangements**, a morning **continental breakfast**, and possibly snacks to refuel. The team needs two “host homes,” one for the men and one for the women. **Men and women are to be housed separately.** It is encouraged, but not required, that the men are housed at the local parish rectory. It is best for the team and the parish if the host homes are close to each other and to the parish, but the team will be grateful for any housing.

The interaction at host homes is valuable for both the team members and the families. However, because of the team’s schedule, it is important to stress that the team may occasionally be late getting home due to team meetings. Also, team members may not always be present at the host families’ homes in the afternoons due to planning and setup.

Housing of team members takes place from their arrival Saturday afternoon/evening until their departure the following Friday evening or Saturday morning. Each team will provide their own transportation to and from the parish. It is helpful to give the team driver a detailed description or map to the location of the families who will be hosting the team, as well as those who will be providing the evening meals.

## Meals

Plan to provide all of the team’s meals while the team is in your parish. Depending on the specifics of the week’s schedule at your parish, the team may not require dinner at a host

family's every night.

The host family provides a continental style **breakfast** at 7:00 a.m. Breakfast need not be anything fancy or requiring effort; cereal, fruit, or toast is sufficient.

**Lunch for Saturday** (if the team has arrived) and **Sunday** can be at the host families' homes.

Please ask the host families not to plan any activities for the team on Sunday after Mass and/or lunch. This is "team time" and needs to be protected. The teams keep a demanding schedule each week for several weeks. Like all of us, they require "down time." Honoring God's commandment to keep holy the Sabbath, Sunday afternoon is their time for rest, recreation, team fellowship, and time to prepare for the coming week.



**Lunch for Monday through Friday** should be provided by the parish or a parish family at 12:00 p.m. Volunteers assisting in the kitchen can prepare the lunch or the team can fix sandwiches from food brought in. Buffet style works best, and whoever is providing the meal may want to bring extra food for the volunteers, priest, etc.

**Dinner on Saturday** should be scheduled for as early after Mass as possible. It would be ideal if the parish coordinator could host dinner on Saturday evening, as that would give everyone a chance to meet. If this is not possible, please find a family who can have them for dinner.

**Dinner on Sunday, Monday, and Tuesday** should be provided at 5:30 p.m. Please arrange for families in the parish to host the team for dinner. This allows for more families to be involved in hosting the team and provides an excellent opportunity for the team to interact with families of the parish. A family may prepare and serve the meal, have food brought in, or take the team out to eat.

Since the team is on a tight schedule, please make arrangements with the team leader to schedule dinner no later than 5:30 p.m. The team will leave the family's home no later than 7:00 p.m. to return to the parish for the evening Mission.

The team will not need **dinner on Wednesday** if the parish is hosting the potluck. If there will not be a potluck, please find someone to host the team for dinner. If the potluck will be on another evening, please plan accordingly.

The team will not need **dinner on Thursday** if their evening social with the junior high and senior high school youth involves a meal. If no meal is planned within the Thursday night activity, please find someone to host the team for dinner.

The need for **dinner on Friday** should be determined when the team leader calls the parish contact during the week before the Mission.

## Parish Involvement

The focus of the Totus Tuus Mission is obviously on the youth of your parish; however, the entire parish can be involved. We have already mentioned the need for volunteers to help during the day Mission and host families to house and feed the team(s) during the week. Here are two additional ways to get a larger portion of the parish involved.

### Parish Potluck Dinner

**The parish is asked to sponsor a potluck dinner for the children, their families, and all parishioners on Wednesday evening.** The potluck dinner should begin at 5:30 p.m. and wrap up around 7:00 p.m. to allow the team time to prepare for the evening Mission. While this activity suggested, it is highly recommended!



Sunday night potlucks are becoming a popular alternatives to Wednesday night. Held on Sunday evening, the potluck serves as a “kick-off” for week and enables the team to get more children and families interested in attending during the week. Other parishes have had family picnics or ice cream socials.

We encourage this to be a parish-wide event. This gathering gives the team an opportunity to meet families and other parish members. It is also an excellent opportunity for the parents to meet and get to know the missionaries, where they are from, etc. During the evening the team leader will introduce the team and explain a little about the history and mission of Totus Tuus. To close the night, the team will lead the children in some songs for the parish.

Some parishes have adopted alternate means of having the parents and team meet. For example, one parish has “special lunches” for its elementary Mission. Parents and team members join the kids for a brown bag lunch at the parish; each grade, or cluster of grades, has its own special lunch on a different day, in a room separate from the rest of the grades. **If you have an alternate plan that works well for your parish, please let the Totus Tuus office know.**

### Intercessors



While the team is at your parish, and even before they arrive, we recommend recruiting intercessors to pray for and provide spiritual assistance to the team, the youth, the coordinators and volunteers, and the pastor of your parish. This is a great way to involve parishioners who don't have school-aged children attending Totus Tuus.

Ask the regular Adorers, daily Mass goers, members of the Altar

Society, the Knights of Columbus, or the Rosary Guild—indeed, anyone you can think of—to commit to daily or weekly prayer for the team, the participants, and the Mission. They can pray in whatever way they like: offer Masses, holy hours, rosaries, chaplets; intercede with petitionary prayer; recite the traditional memorized prayers; offer a day of fasting—the possibilities are as numerous as your parishioners.

## Parish Contact Information

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The responsibilities of the Parish Contact for the Totus Tuus Mission are as follows:

- ☐ Reserve facilities for the team and help them set up if possible.
- ☐ Promote the Mission and collect registrations.
- ☐ Find volunteers to help during the day Mission. We request that the 1st and 2nd grade room has at least one adult volunteer in addition to the contact person. Other responsibilities of volunteers include, but are not limited to, preparing snack and water breaks, cleaning after the snack and lunch break, and being present during all class periods to assist the missionaries.
- ☐ Arrange how snacks will be provided for the day and evening Missions.
- ☐ Find separate host families for men and women.
- ☐ Arrange families (different than those providing housing) to provide meals for the team during the week.
- ☐ Schedule priest(s) for daily Mass and Confession.
- ☐ Schedule a priest for adoration and Confession Tuesday night.
- ☐ Organize and promote the potluck, as well as set-up and clean-up.
- ☐ Recruit intercessors to cover the team and your young people in prayer.
- ☐ Collect Parental Release Forms for the Elementary Mission and for the Jr. & Sr. High School Mission's Thursday evening activity.



On the Tuesday week prior to arrival, the team leader will contact the parish contact listed on



the Parish Registration Form to make all necessary arrangements. If Totus Tuus is coming to your parish the first week of the summer, this phone call might be delayed due to the Totus Tuus training schedule. On the Saturday of the scheduled week, the team will arrive unless prior arrangements have been made.

## Mission Fee

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Below is the cost to a parish for hosting a team and the maximum number of youth per team.

Number of Teams	Max. 1-6 Grade Youth	Cost
1 team (4 persons)	90 youth	\$2,000
2 teams (8 persons)	180 youth	\$3,000

## Funding Tips

The amount the parish charges for participating youth is entirely up to the parish itself. We recommend around \$10 per child or \$25 for families of three or more. At \$10/child, a parish with 80 youth in the Elementary Mission and 30 youth in the Junior and Senior High School Mission would take in \$1,100.

Throughout the years, many Knights of Columbus councils and parish groups have assisted in bringing the Mission to various parishes. Would a group at your parish be willing to help sponsor Totus Tuus?

## Registration and Deposit

The parish registration form can be found under the Totus Tuus page on the Diocesan website [www.dcgary.org](http://www.dcgary.org). If you don't have internet access, a hard copy of the parish registration form is available upon request by contacting the Totus Tuus office.

Each parish must pay a deposit fee of \$1000 *per team* to reserve a date and a team, (for example, if your parish has requested two teams, the deposit is \$1500).

This fee must be mailed at the same time as the Parish Registration Form. ***Registration forms and deposits are due no later than January 1, 2023.***

There are two reasons for this early date. First, the parish coordinator needs time to make the necessary arrangements, to recruit volunteers, and to advertise the summer Mission. Second, the number of parishes requesting the Mission determines the number of teams that will be needed for the summer and, thus, how many missionaries will need to be hired. Missionary applications are due February 1, 2023 and missionaries will be hired as soon as possible.

A letter of confirmation will be sent to each parish detailing the scheduling information.



## Balance

Parishes are asked to remit the balance of the Mission fee to the Totus Tuus office no later than **May 1, 2023**.

Checks should be made payable and mailed to:

The Diocese of Gary  
Totus Tuus  
9292 Broadway  
Merrillville, IN 46410

NOTE: We are willing to discuss ways to make Totus Tuus more affordable for your parish. If the cost of the Mission is the only deterrent to your parish scheduling Totus Tuus or if there are payment scheduling problems, please contact Sean Martin at (219) 769-9292 or [smartin@dcgary.org](mailto:smartin@dcgary.org).



**Diocese of Gary**  
***Office of Religious Education &  
Evangelization***

9292 Broadway  
Merrillville, IN 46410  
(219) 769-9292  
[www.dcgary.org](http://www.dcgary.org)