

PHASE 3

Share Inventory Results and Begin Assessment and Planning *April 2021*

Here is a list of simple steps to guide you through Phase 3 of the Year of Service. These steps offer ideas on how to use the provided materials to assess your inventory results, identify gaps, and begin planning how the parish can respond. During Phase 3 parishes are also encouraged to share the results of the inventory with their community in a parish-wide meeting and invite parishioner feedback and involvement in the parish response.

1. Review the inventory results and evaluate your findings.

Gather with your core team to review and assess the results of your completed parish inventory. During this time, you will evaluate the current resources, identify gaps, and discuss how help is currently communicated to women in need. Depending on the amount of information you gathered, it may take multiple meetings to review the inventory. Begin creating a concise overview that can be shared with your pastor and larger parish community. (See “[Reviewing and Assessing Inventory Results](#)” for detailed instructions and sample criteria for completing this step.)

2. Review sample ideas and models and begin planning your parish response.

Once your core team has evaluated the inventory results, take time to consider ideas and models for a parish response. Think about the gaps you identified and consider ways your parish might decide to address them. Generate a list of ideas that you could propose to your pastor and parish community to better serve mothers in need. (See “[Planning a Parish Response](#)” for detailed instructions and sample models to get you started.)

3. Announce inventory completion and invite parishioners to parish-wide meeting.

In collaboration with your pastor, plan to share the inventory results with the broader community in a parish-wide meeting on a specified date. Announce the completion of the inventory, and invite parishioners to the parish-wide meeting in the coming weeks to review the findings and get their input. Encourage your pastor, priests, and deacons to include this exciting news in their weekend homilies. (Sample announcements and homily notes are available in Phase 3 of the full [Parish Action Guide](#).)

4. Plan for and host the parish-wide meeting.

Before the parish-wide gathering, meet with your pastor to review the inventory results and proposed parish responses that you’re planning to present. Discuss plans for facilitating this larger gathering and collecting parishioner feedback. At the parish-wide meeting, share inventory findings, highlight identified gaps, and discuss possible parish responses. Use this gathering to also invite greater volunteer assistance. (See “[Hosting a Parish-Wide Meeting](#)” for instructions, sample agendas, discussion tips, and more.)

5. Determine plans for offering and communicating help to mothers in need.

With your pastor and core team, review your inventory results and the feedback from the broader parish community. Work together to determine a plan for an appropriate parish response. Share your inventory results and plans for response with your Diocesan Contact Person. (See “[Determining Your Parish Response](#)” for more tips and suggestions.)