

TABLE OF CONTENTS

**SPIRITUAL SPACIOUSNESS ..... 6**  
**RFC STATEMENT OF CONTEXT FOR FORMATION ..... 8**  
**RFC MISSION STATEMENT ..... 10**  
**ACKNOWLEDGEMENTS ..... 11**  
**INTRODUCTION ..... 12**

**PART I: CODE OF PROFESSIONAL ETHICS FOR FORMATION MINISTERS**

1. Acknowledgements and Introduction ..... 14-15  
 2. Code of Professional Ethics for Formation Ministers ..... 16  
 3. "Formation Ministry and Healthy Boundaries" – Rev. John Heagle, Fran Ferder FSPA ..... 19  
 4. Additional Resources ..... 26

**PART II: RECORDKEEPING AND CONFIDENTIALITY**

1. Acknowledgements and Introduction ..... 28-29  
 2. Retention of Records on Congregational Members by Amy Hereford CSJ, JD ..... 30  
 3. Additional Resources ..... 34  
 4. Financial and Legal Documents for Incorporating Members into Humility of Mary Congregation ..... 35  
 5. Procedures for File Maintenance (Humility of Mary Congregation) ..... 38  
 6. Congregational Membership Records by Catherine Ryan OSF, JD ..... 41  
 7. Records Management Policy (School Sisters of St. Francis) ..... 47  
 8. Record Retention: Developing a Policy by Deborah Cerulla SSND ..... 56

**PART III: WELCOMING COMMUNITIES: BEST PRACTICES**

1. Acknowledgements and Introduction ..... 64-65  
 2. Don Bisson FMS Materials  
     2.1. "Vocations Crisis or Creative Change?" (article) ..... 66  
     2.2. "Possible Structures to Facilitate Incorporation on the Local Level" (talk outline) ..... 68  
     2.3. "Elements of a Formative Community" (talk outline) ..... 69  
     2.4. "Ministers of Formation and Leaders Together: Formative Communities" ..... 70  
     2.5. "New Members Challenge/Transform Local Community" ..... 71  
 3. Welcoming to Vowed Life  
     3.1. Sisters of Mercy of the Americas West/Midwest Collaborative for New Membership  
         3.1.1. Welcoming Community Booklet ..... 73  
         3.1.2. Welcoming Community Evaluation ..... 75  
         3.1.3. Organizing Ideas for Welcoming Community Orientation ..... 75  
     3.2. Sisters of Notre Dame de Namur  
         3.2.1. Initial Formation Communities ..... 76  
     3.3. Adorers of the Blood of Christ  
         3.3.1. Welcoming Community Process ..... 78  
         3.3.2. Welcoming Community Education History and Process ..... 79  
 4. Welcoming to Volunteer Experience  
     4.4. Sisters of Saint Francis of Millvale, PA  
         4.4.1. Change a Heart Volunteer Program ..... 82  
         4.4.2. Clare House of Discernment ..... 84

5. Welcoming for Discerning Life Choices

5.1 Sisters of St. Joseph of Baden PA

5.1.1. Proposal to Leadership .....87

5.1.2. Letter to Congregation ..... 87

5.1.3. Response Form for Congregation ..... 88

5.1.4. Visitation House Article ..... 88

5.1.5. Visitation House – Project Director Job Description ..... 93

5.1.6. Visitation House – Application for Residence ..... 94

5.1.7. Visitation House – End of Year Reflection ..... 97

5.1.8. Visitation House – Brochure ..... 98

6. Additional Resources

**PART IV: PRIESTLY FORMATION FOR MEN RELIGIOUS**

1. Acknowledgements and Introduction ..... 102

2. Theory

2.1. Why is this topic significant? Gary Riebe-Estrella SVD ..... 104

2.2. What is our understanding of priesthood? Gary Riebe-Estrella SVD ..... 104

2.3. Values and Emphases - Steve Bevans SVD ..... 104

2.4. The Challenge and Critical Significance in This Area of Formation for the  
Integration of Academic Theology with Formative Goals - Ted Keating SM ..... 105

3. Practice

3.1. Theological Reflection for Formation for Priesthood Within Religious Life -  
Steve Bevans SVD ..... 106

3.2. Religious Charism - Exercise of and Formation for Priesthood in Religious Life -  
Steve Bevans SVD and Gary Riebe-Estrella SVD ..... 107

3.3. SVD Reflection Using Previous Grid -Steve Bevans SVD and Gary Riebe-Estrella SVD ..... 108

3.4. Formation For Religious Priesthood at Various Levels of Formation - John Koziel  
OFM Conv. and Cliff Hasler MS ..... 109

3.5. Missionaries of the Precious Blood

3.5.1. Initial Formation Guidelines: Goals, Strategies and Outcomes ..... 113

3.5.2. Advanced Formation Guidelines: Goals, Strategies and Outcomes ..... 116

3.5.3. Community Life Internship Guidelines: Goals, Strategies and Outcomes ..... 118

3.5.4. Interprovincial Community Formation Guidelines: Goals, Strategies  
and Outcomes ..... 121

4. Additional Resources

4.1. The Formation Issues Of The Religious Priest: Reflections On A Study -  
Ted Keating SM ..... 123

4.2. The Religious Priest In The Church In The US: Reflections On A Study -  
Ted Keating SM ..... 132

4.3. Formation for Religious Priesthood (original in PowerPoint) - Ted Keating SM ..... 135

4.4. Book Review: *Stewards of God's Mysteries: Priestly Spirituality in a Changing  
Church* - Ted Keating SM ..... 141

4.5. Excerpt from CMSM Bulletin - Ted Keating SM ..... 143

4.6. Learning To "Flee From Bishops": Formation for the Charism of Priesthood  
within Religious Life - Steve Bevans SVD ..... 144

4.7. Recent Research Findings Pertaining To Formation Of Religious Priests -  
Dr. Dean R. Hoge ..... 154

4.8. Other Resources ..... 162