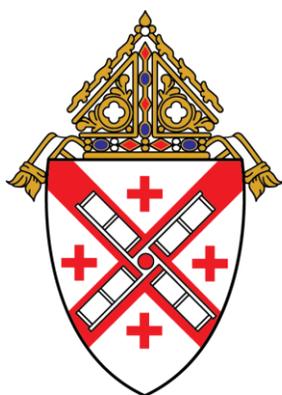


A Guide for Pastors and
Integral organizers for
Revive





ARCHDIOCESE
of
NEW YORK

Table of Contents

	Page
I. GENERAL INFORMATION	
1. <i>Revive</i> Timeline	4
5. Registration/Frequently Asked Questions	4
6. Structure of <i>Revive</i>	5
7. <i>Revive</i> Daily Program	6
II. PASTOR/PARISH TOOLS	
8. The <i>Revive</i> mission Communication Plan	7
9. The <i>Revive</i> mission Communication Timeline	8
10. Suggested Prayers of the Faithful	9
11. Suggested Pulpit script from the pastor	10
12. Bulletin Announcements and Inserts	11
13. Sample Pastor Follow-Up Letter	12
III. REVIVE TEAM TOOLS	
15. <i>Revive</i> Integral Organizers	13
16. Suggested Checklist for <i>Revive</i> Organizers	14
17. General Outline for <i>Revive</i> Presentations	16
18. Sample Lay Leader Presentation	17
19. Post <i>Revive</i>	18
20. Contact Information	19

Revive timeline

As mentioned earlier Revive missions will take place on a regional level. They run throughout the diocese from February 2018 through June 2018.

Registration

The Revive missions are open to all, but we ask for online registration at www.FaithEveryDay.com ahead of time for the following reasons:

- Parishes can confirm contact information for existing parishioners and update their database to include new attendees
- The host parish will have a more accurate estimate of attendance for planning purposes
- Parishes can learn more about the interests of the participants, assisting in their evangelization efforts

Frequently Asked Questions

1. **Where is it going to be held?**
Revive will be held regionally throughout the Archdiocese of New York. Visit www.FaithEveryDay.com to find one near you.
2. **Why are religious order priests leading the Revive missions?**
We have asked our brothers from various religious communities to lead the Revive missions due to their specialization in preaching parish missions. The communities that volunteered are: the Passionists of St. Paul of the Cross, Salesians of Don Bosco, Vincentians, Redemptorists, Franciscans, Dominicans, Augustinians, and the Institute of the Incarnate Word.
3. **Who is involved in Revive?**
Revive is for the whole archdiocese. We hope for all parishes to take part in this great initiative, and therefore collaborate in the planning process. Integral organizers are: the religious order priest (preacher), parish priests of the region, lay volunteers from the various parishes in the region, a music director, and laypeople from the parishes who will give witness talks.

Structure of *Revive*

- *Revive: Faith Every Day* will be held at a designated host parish in various regions.
- Parish leaders to arrange music for the mission; archdiocesan Adult Faith Formation office can provide guidance to all those.
- Each participating religious order provincial has recommended members of his religious community to the *Revive* missions.
- Religious order priest/s will preach on the first, second, and third nights of the mission
- Religious order priest/s will coordinate their travel. Accommodations will not be required of parishes

Revive Daily Program

First night of *Revive*

Times listed are approximations

Church opens ___PM for adoration/quiet reflection

__PM mission begins

- Opening hymn (5 minutes)
- Welcome (2 minutes)
- Scripture reading (3 minutes)
- Reflection from religious order (20 minutes)
- Combined choir piece (5 minutes)
- Reflection on readiness for mission (2 minutes)
- Reflection from lay witness (10 minutes)
- Closing prayer (3 minutes)
- Closing hymn (5 minutes)
- Confessions available

Second night of *Revive*

Church opens ___PM for adoration/quiet reflection

__PM mission begins

- Opening hymn (5 minutes)
- Welcome (2 minutes)
- Scripture reading (3 minutes)
- Reflection from religious order (20 minutes)
- Combined choir piece (5 minutes)
- Reflection from lay witness (10 minutes)
- Examination of conscience (5 minutes)
- Closing prayer (3 minutes)
- Closing hymn (5 minutes)
- Sacrament of Reconciliation (time will vary by mission)

Third night of *Revive*

Church opens ___PM for adoration/quiet reflection

__PM mission begins

- Mass
 - Primer for the Sacrament of the Anointing
 - Sacrament of the Anointing
 - A special closing prayer/benediction

The *Revive* mission communication plan

The archdiocese will provide the materials listed below to promote *Revive* in each parish.

- **PULPIT AND BULLETIN ANNOUNCEMENTS** - Used each weekend according to the communications timeline.
- **PRAYERS OF THE FAITHFUL** - Some suggested Prayers of the Faithful are provided for use each weekend; you may, of course, supplement them.
- **POSTERS** - These should be displayed in the church foyer and other prominent areas. Please place in strategic areas around the church as soon as they are received.
- **REVIVE WEBSITE** - www.FaithEveryDay.com. The *Revive* website provides parishioners the ability to find the parish near them hosting a *Revive* mission. The *Revive* organizers will be able to download marketing items, such as pulpit announcements, the *Revive* logo, photographs, bulletin inserts, and letters from a secure area of the website. **The password to access these materials is: [ReviveWithUs](#)**

Downloading from the website

To access *Revive* materials, please go to www.FaithEveryDay.com. The *Revive* website is an excellent source of information that compliments this manual. Organizers will be able to download:

- Bulletin inserts
- Bulletin announcements
- Parish posters
- *Revive's* Guide for Pastors and integral organizers
- Pulpit announcements (for lay volunteers and pastors)
- Spanish versions of all materials

The *Revive* mission communication timeline

Organizers can utilize the above materials in the following suggested timeline:

Weekly tasks up to four weeks prior to *Revive*:

- Bulletin insert
- Pulpit announcement
- Prayers of the Faithful
- Lay leader/s talking points
- Poster

Sunday Prior to *Revive*:

- Lay parish organizers to make announcements at the most attended Mass at each parish (where possible)
- Team members to give out flyer invitations at end of each Mass (where possible)

Sunday Post *Revive*:

- A “thank you” to all participants to be read at pulpit

The archdiocese will provide suggested talking points

- Mailing or emailing of “thank you/invitation letter” to all participants with upcoming parish events and ministry opportunities (page 12).

Additional Tips:

- Encourage organizers to talk about *Revive* and personally invite friends, family, and others to join in
- Following up after the event and inviting them to parish events and opportunities in a personal manner (personal emails, phone calls)

Suggested Prayers of the Faithful for *Revive*

Announcement Weekend #1

- For the continued spiritual renewal of ourselves and our community, especially as we prepare for our three-day *Revive* mission. That we always recognize and respond to God's continuing desire to be with us. We pray to the Lord.
- That the Lord will prepare our hearts and minds to receive His love and mercy in a most special way during the upcoming *Revive* mission. We pray to the Lord.

Announcement #2

- For those who may be experiencing spiritual struggles or questioning their faith, as well as those who have left the Church. That the upcoming three-day mission may be an opportunity for them to rediscover God's love and the warmth of our community. We pray to the Lord.
- For the parishioners coordinating the upcoming *Revive* mission in our cluster, that the Holy Spirit may guide them and inspire them in their interactions and planning. We pray to the Lord.

Announcement #3

- For those of us gathered at this Mass, that our three-day mission may be an occasion for us to grow even closer in our relationship with Jesus Christ. We pray to the Lord.
- For our religious order priests who will be preaching at the various *Revive* missions, that the Holy Spirit inspire and guide them as they prepare for the missions. We pray to the Lord.

Announcement #4 (Sunday before *Revive*)

- That the people of (_____) parish will prayerfully consider attending our three-day *Revive* mission. We pray to the Lord.
- For the organizers, volunteers, and all who attend – that they may be filled with the Holy Spirit and come away from the experience with a renewed sense of hope and peace. We pray to the Lord.

Suggested pulpit script from the pastor

The upcoming three-day *Revive* mission is a great opportunity for us all to receive an additional spiritual boost that we hope you'll take advantage of by attending. We are blessed in this archdiocese to have a number of religious orders, and many of them excel at preaching and will be breaking open God's Word for us in a way that is relevant to our life experiences. It is also an opportunity to pray and sing together, and to hear the faith journeys of our brothers and sisters in Christ.

We especially want to encourage you to think about inviting someone – a friend, a family member – who might be reluctant to join you here at Mass. Ask them to come on the first or second day and just experience what *Revive* has to offer. There will be something for everyone to reflect on. This is a special opportunity for everyone across the archdiocese to join in a shared effort to renew ourselves and our community – I, your pastor, hope to see you there!

Bulletin announcements and inserts

Bulletin Announcements and/or Inserts should be used each weekend. You can download full color/ high-resolution bulletin inserts from the password protected area of the *Revive* website (password on page 7).

Announcement Weekend

This fall, the Archdiocese of New York will launch the second year of *Revive: Faith Every Day*, throughout the diocese. The three-day program will be led by a priest from one of our religious communities that specialize in preaching missions. It will be held on Monday-Wednesday from __pm-__pm. Mark your calendars! You don't want to miss it!

Announcement #2

Coming to Mass every Sunday, but still feel a longing for more? Come join us for an evening of reflection on God's love and to understand His plan for us. The three-day *Revive* mission will be held on _____ at _____. Please visit www.FaithEveryDay.com for more information and to register.

Announcement # 3

Looking forward to *Revive*? We are too. We encourage you to bring a friend. Invite a neighbor, a cousin, or coworker. Our evenings of reflection will be on Monday-Wednesday from __pm-__pm. Please visit www.FaithEveryDay.com for more information and to register.

Announcement # 4 (Sunday before *Revive*)

Revive is here! Join us this Monday through Wednesday at _____ to hear God's Word preached, listen to the faith journey of others, and experience God in prayer and the sacraments. There is still time to register at www.FaithEveryDay.com. Registration is preferred, but all are welcome!

Sample thank you/invitation letter from pastors to *Revive* participants

Date

Name
Address
City, State Zip

Dear _____:

Thank you for your recent participation in our *Revive* mission. I hope you found it to be insightful and spiritually refreshing. I would like to take this opportunity to let you know of a few upcoming parish events.

The Handbell Choir new member rehearsals (this Sunday after __am Mass)
Lenten Bible Study series (Tuesdays at __pm)
Food pantry preparation (Thursdays from __am-__am)

The people of the Archdiocese of New York are united by faith and committed to living out God's call in our daily lives. We are truly the Body of Christ, and your participation in our parish helps strengthen and foster that truth. I hope you will come to some of our upcoming events and worship with us.

Sincerely,

Pastor _____

Revive integral organizers

Since Revive will be bringing together the parishioners of multiple parishes, collaboration from all parish leaders, both lay and clergy is very important. Below are the suggested tasks for the various organizers.

Religious Order Priest (Preacher)

The religious order priest will lead a reflection based on the theme (Discipleship) on the first and second nights of the *Revive* mission. He will also preach the homily at Mass on the third night. The duration of each evening's reflection will depend on what best suits the congregation. We ask for the preacher and pastors of the region to decide on the length.

Pastors

All pastors should be in communication with each other during the planning phase of the mission. We highly encourage delegation of tasks to lay leaders such as hospitality, parking, refreshments, and especially person-to-person invitations to the mission. The pastor of each parish in the region is encouraged to attend each night of the *Revive* mission along with all clergy. The pastor of the host parish will be the main celebrant at Mass on the third night of the mission.

Lay leaders

Music Director

In order to encourage the sense of community within clusters music would ideally be provided by a choir of combined parishes. We recognize the difficulty of this type of coordination and therefore ask that music for reflection be provided at each evening of the mission in the format that works best for the parishes. The Music Director can be a cantor or music ministry leader appointed by the host pastor.

Lay Witnesses

The lay witnesses to be recommended by pastors and parish priests to share a 6-10 minute reflection on their journey with Christ. We suggest having at least one lay witness talk on the first and second nights of *Revive*. The Adult Faith Formation office can provide more guidance to lay witnesses if needed.

Lay Volunteers

Lay volunteers are especially important as they will be making many person-to-person invitations to *Revive*. Lay volunteers include everyone from the various ministry groups, parish council, and ushers. Lay volunteers will be needed for hospitality, parking coordination, refreshments after mission talks, etc.

Suggested checklist for *Revive* organizers

Religious Order Priest (Preacher)

- Prepare reflections based on theme of “Discipleship”; Adult Faith Formation office to provide more guidance to individual preachers.
- Check in with host pastor and pastors of the region on development of the mission

Pastors

- Recruit lay volunteers for the *Revive* mission nights
- Download promotional materials from *Revive* website
- Communicate with the *Revive* music director, other pastors, and volunteers on the planning of the *Revive* mission.
- Announce the *Revive* mission (suggested communication timeline on page 8)
- Arrange inclusion of parish bulletin announcements and pulpit announcements at the end of weekly Masses prior to *Revive*

Lay volunteers (i.e. ministry member, parish council, usher, and more)

- Speak on the mission during ministry/parish council meetings and discuss promotion
- Speak to fellow parishioners about *Revive*
- Invite friends and family members to *Revive*
- Make an announcement at the pulpit at the end of Mass on the Sunday prior to *Revive*
- Check in with pastor of host parish on the mission

Music Director

- Speak to respective choirs
- Invite other singers to join
- Hold rehearsals prior to mission

Lay Witnesses

- Watch witness training video (Adult Faith Formation office to provide link)
- Prepare & practice witness talk
- Invite friends and family members to the *Revive* mission

Revive!

Your support and enthusiasm for *Revive*, and for bringing others to Christ will encourage your friends and family to participate in this event. Particularly when it comes to following up with those who attended *Revive*, your involvement will be priceless.

KNOW THE FACTS!

As a member of the *Revive* team, you must be prepared. Familiarize yourself with *Revive* materials, as well as with the individuals on your team. A friend or family member may have questions on *Revive* that you might be able to answer.

PRAY FOR REVIVE!

Pray for the success of *Revive* prior to, during, and after the mission.

General outline of *Revive* presentation for lay leaders

Anyone who is involved – whether as a witness, parish chair, or volunteer – would be a good candidate to encourage others to attend. On the weekends leading up to *Revive*, you are encouraged to give a short presentation during the announcements at the end of Mass.

Below you will find some key points that will be helpful to these parish presenters when they prepare their remarks about *Revive*. The next page has a sample script that may be helpful.

PLEASE NOTE: It is not absolutely necessary to use every item on the list below. Nor is it important to use them in the order presented. Circumstances and attitudes in the parish should determine what should be said to ensure a successful presentation.

1. Introduce yourself, your occupation, and your parish (especially if not at your home parish).
2. Describe your role in any ministry or parish organization in which you are involved.
3. Explain that you are at Mass to talk about the upcoming three-day *Revive* mission.
4. Talk about how important it is, no matter where we are spiritually, to try to continue growing closer to God. Relate a personal story about how you knew God was with you through the ups and downs of life, if possible.
5. Explain how *Revive* is a three-day program that is open to everyone – whether they come to Mass regularly or not, and that it will be an opportunity to gather with others and be inspired.
6. Complete the talk with a request for people to attend and to invite a friend or family member.

Sample lay leader presentation

Good morning/afternoon/evening!

My name is _____, and I am here to speak to you today about Revive! Many of you may remember our mission from last year. This year's mission will be held at _____ church. Similar to last year, it will be three evenings of preaching, music and witness talks.

I have been assisting with organizing and preparing for this second year. It will be good to gather together with the members of our surrounding parishes once again. It is open to everyone, and I think all who attend will experience God's presence and walk away with something to think about.

It is important that we always remember that God loves each of us, and we understand that especially well here at Mass. *Revive* is another way that we can feel God's love and grow in community.

I hope you'll think about coming. Even if it is only for one or two of the three days, I assure you that you will get something out of it.

Thanks for listening and God bless you!

Post Revive

Faith Formation

In the days and weeks following a participant's Revive experience, they will have time to reflect on what they have learned. It is essential to invite them to continue their faith journey, and accompany them in some way. We recommend you advertise and promote a few of the existing ministries in your parishes including Bible studies, prayer groups, etc.

As an immediate follow-up to Revive, we encourage you to hold a series of weekly small group gatherings on the various questions of the mission: "What does it mean for me to follow Jesus?" "How do I need to grow as a follower of Jesus?" We suggest you choose a space to hold the weekly gathering, choose a ministry leader to guide the discussion and have some refreshments to share afterwards.

Service

The land will never lack for needy persons; that is why I command you: "Open your hand freely to your poor and to your needy kin in your land." Deuteronomy 15:11

We recommend adding a service component as a follow-up to the mission. If you are already working with a service organization in your region, this may be a great opportunity to partner with them on a different initiative. If you do not have a service organization contact yet, we recommend you review Catholic Charities webpage, <https://catholiccharitiesny.org/>, for volunteer opportunities in your region.

FORMED

As the second year of the program we continue to encourage the use of programming through FORMED.org for follow-up activities. FORMED is an online platform with Catholic movies, audio, books, and study series. Many parishes who made active use of its programming have been gifted a second year of FORMED. If you are unsure of your parish code, you may contact us at formed@archny.org. To learn more ways to implement FORMED in your parish contact: parishcare@formed.org, or at: 1-800-777-7502. You may also contact your local New York Parish Consultant, Cheryl Avery, at chmcavery@aol.com or at: 973-670-8550.

Revive. Faith Every Day
Archdiocesan contact information

For questions contact:

Dr. Daniel Frascella, Director of Adult Faith Formation
(646) 794-2577, daniel.frascella@archny.org

Elizabeth Guevara, Director of Operations, Adult Faith Formation
(646) 794-2579, elizabeth.guevara@archny.org

On the web: www.FaithEveryDay.com and
www.faitheveryday.com/esp