

Office of Continuing Formation
Capuchin Province of St. Joseph
San Lorenzo Seminary
1802 Sky Drive
Santa Ynez, California 93460

January 1, 2023
Mary, the Holy Mother of God

Dear Brothers:

Peace and all good! With the beginning of another year, it is time for us to begin to prepare our personal, community, office, and ministry budgets for FY 2024 (July 1, 2023 thru June 30, 2024). Among these are our budgets for Continuing Formation.

In his apostolic exhortation *Vita Consecrata* (1996), St. John Paul II writes:

Continuing formation, whether in Institutes of apostolic or contemplative life, is an intrinsic requirement of religious consecration...Due to human limitations, the consecrated person can never claim to have completely brought to life the "new creature" who, in every circumstance of life, reflects the very mind of Christ.... At no stage of life can people feel so secure and committed that they do not need to give careful attention to ensuring perseverance in faithfulness; just as there is no age at which a person has completely achieved maturity (69).

Please consider a plan and budget for your continuing formation this coming fiscal year.

We again invite *communities* to submit requests for continuing formation. If you are a guardian and would like to organize a community outing, purchase a set of DVDs or a streaming subscription for a video lecture series, host a small play by local artists, or set up a book club for the friars in your house or area to read and discuss a compelling work of literature, please include that in your budget. Feel free to be creative, keeping in mind our vows and the principle of "the minimum necessary, not the maximum allowed."

You will find that the format of the Continuing Formation Budget Request Form is virtually the same as that of previous years. ***Please submit your Continuing Formation Budget Form by February 15, 2023.*** It may be submitted via e-mail or "snail mail" (USPS). If you have any questions or concerns about the form or process, please do not hesitate to contact me at jcelichowski@thecapuchins.org or (805) 688-5630 Ext. 235. Thanks for your consideration and for your efforts to grow as a friar and minister in the Church.

Fraternally yours,



John Celichowski, OFM Cap., Director
Office of Continuing Formation

**PROVINCE OF ST. JOSEPH CONTINUING FORMATION
REPORT FOR JANUARY 1-DECEMBER 31, 2022
PLAN, BUDGET REQUEST AND QUESTIONNAIRE FOR FISCAL YEAR 2024
*Due February 15, 2023***

Name: _____

CONTINUING FORMATION REPORT FOR 2022

Please briefly report on the continuing formation that you did for *calendar year 2022 (January 1-December 31)* to further your personal, spiritual, pastoral, and professional growth as well as address the needs of the Province, particularly as they are articulated in the Pastoral Plan.

Please note any significant resources that you read, listened to (i.e., audiobook) or followed on the Internet specifically for continuing formation purposes.

**CONTINUING FORMATION PLAN AND
BUDGET REQUEST AND QUESTIONNAIRE FOR FY 2024**

Please Note:

- a. *This new budget covers **Fiscal Year 2024**, i.e., the period from **July 1, 2023 thru June 30, 2024**.*
- b. *There is no automatic budgeting of provincial funds for continuing formation for any friar. It is important for provincial budgeting that you complete this form if you expect the support of the Province for any continuing formation activities during the last six months of 2023 or the first six months of 2024.*
- c. *You may submit this form via e-mail or USPS ("snail mail").*
- d. *If you miss the **February 15, 2023 deadline**, the Office of Continuing Formation cannot assure that your request will be included in the provincial budget.*

CONTINUING FORMATION PLAN

Please briefly indicate below your Continuing Formation Plan for FY 2024, i.e., how you intend to further your personal, spiritual, pastoral, and professional growth as well as address the needs of the Province, particularly as they are articulated in the Pastoral Plan.

Non-Degree and Non-Certificate expenses, e.g., Workshops, conferences, books, other education expenses

Type of Educational Activity	Estimated Cost
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL:	_____

****For Local Ministers Only**—Community Continuing Formation Expenses

Type of Educational Activity	Estimated Cost
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL:	_____

Already in or approved for Sabbatical, Degree or Certification Programs:

If you are **already** in or approved for a sabbatical, degree or certificate program please estimate the cost of that program for FY 2024.

Estimated cost of tuition: _____
Estimated cost of books/fee _____
Estimated travel costs: _____
Estimated living costs: _____
Other [please specify]: _____
TOTAL: _____

Please note that if you are away at school or on sabbatical, you will need to work out with Diane Simpkins, Secretary-Treasurer of the Province, the details of your subsidy for your personal and living expenses.

3. Yet to be approved: Sabbatical, Degree or Certification Requests:

If you are planning a sabbatical or wish to pursue an academic degree, professional degree, or certification during all or a portion of FY 2024, the policies of the Province require that you request and receive permission from the Provincial Minister and Council. The details for these processes are noted in the *Provincial Policy Handbook*, which is available on the Capuchin Communications website. Please check the space below if you plan to make such a request for FY 2024 and note that you should make the request in writing to the Provincial Minister no later than *February 15, 2023*.

_____ I will be requesting permission for a sabbatical, degree, or certificate during FY 2024.

5. How can we help?

If you have any suggestions on how the Office of Continuing Formation can serve you and the other members of the Province more effectively, please let us know.

Please return this form by **February 15, 2023** to:

John Celichowski, OFM Cap.
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1802 Sky Drive
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jcelichowski@thecapuchins.org

Thank you!