

DIocese OF SUPERIOR

OFFICE OF PARISH TRANSFORMATION



"The mission of the Office of Parish Transformation is to assist parishes in implementing Bishop's Pastoral Letter on Evangelization and the Diocesan Pastoral Plan."

October 16, 2025

Dear Pastors, Parochial Administrators, Sacramental Ministers, Parish Directors, and Parish Life Coordinators,

At the Annual Clergy Workshop and Continuing Education Days, we rolled out and explained the documents necessary for setting your annual goals and submitting them to the Office of Parish Transformation. As promised, here are the electronic copies of what you received in person in Hayward on Tuesday, October 14, 2025.

On Friday, September 19, 2025, you were all sent your updated annual parish/cluster, deanery, and diocesan *snapshots* as in the past. Please use these reports, along with your responses to the Pillar IV Checklist, to begin formulating your annual goals; keeping in mind also the overall 4 Qs from DOS Pastoral Plan (Where are we now? Where do we need to go? How will we get there? And, How do we know we are succeeding?)

Annual goals will be due to the Office of Parish Transformation (cnewkirk@catholicdos.org) no later than **May 15, 2026**. This date was chosen to coincide with your annual budgeting processes so that you may consider any budget modifications *for mission* throughout that process.

Attached are the full instructions, a blank fillable goal setting standard form and a sample of a completed goal setting form for your convenience. Please do use the standard fillable forms and send the completed forms back electronically. This will be very helpful in our compiling of the data and reports we receive from all of you.

You may begin sending electronic copies of your goals whenever you are ready, but no later than the final due date posted above. Once you have submitted your annual goals, you will receive a direct response within one month of receipt of your reports as stated in the previous letter.

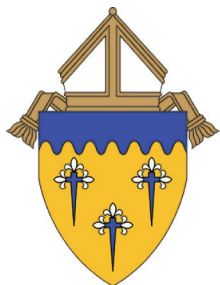
As you review the instructions and forms, if you have any questions, please feel free to reach out to myself or your cluster representative (myself, Peggy Schoenfuss or Fr. Andrew Ricci) from the Office of Parish Transformation for any clarification that is needed.

Thank you for your continued hard work and for your commitment to bringing Bishop's Pastoral Letter on Evangelization and the Diocesan Pastoral Plan to life in the parishes you serve.

Christ's Peace and Blessings,
Christine N ewkirk

Cc: Most Reverend James P. Powers, Fr. Andrew Ricci, Mrs. Peggy Schoenfuss

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