

**FLORIDA CATHOLIC ADVOCACY NETWORK (FLCAN)
Parish Postcard Collection
Checklist**

Preparing for Initiative

| | |
|--------------------------|---|
| <input type="checkbox"/> | 1. Look at the parish calendar and pick out a weekend to conduct the FLCAN weekend campaign. |
| <input type="checkbox"/> | 2. Complete and submit the parish postcard initiative request form. |
| <input type="checkbox"/> | 3. Request FLCAN postcards from the FCCB. |
| <input type="checkbox"/> | 4. Place the FLCAN bulletin announcement in the parish bulletin the weekend prior to the postcard initiative. |

Day of Initiative

| | |
|--------------------------|---|
| <input type="checkbox"/> | 5. Place FLCAN postcards and pencils in the pews prior to each Mass. |
| <input type="checkbox"/> | 6. Provide the Mass celebrant or the parish ambassador with a copy of the pulpit announcement. |
| <input type="checkbox"/> | 7. Read the pulpit announcement prior to or at the end of mass, or during the liturgy. |
| <input type="checkbox"/> | 8. Give parishioners a minute to complete their postcard. |
| <input type="checkbox"/> | 9. Collect the postcards immediately following the pulpit announcement, or ask parishioners to place their completed postcards in the collection basket at the offertory. |

After Initiative

| | |
|--------------------------|---|
| <input type="checkbox"/> | 10. Mail back all postcards to the FCCB within two weeks of completing the FLCAN postcard initiative. |
|--------------------------|---|

Please contact Alejandro (Alex) Capote, FCCB outreach coordinator, with any questions or concerns at acapote@flaccb.org or (850) 205-6819.

I have read and agree to conduct the FLCAN Parish Postcard Initiative according to the steps above.

Parish _____

Name of Pastor _____

Signature _____ Date _____