TO: Vicar for Clergy

CC: Deacon’s spouse, if applicable

FROM: Dcn. \_\_\_\_\_ and Fr. \_\_\_\_\_

RE: Memorandum of Understanding

DATE: \_\_\_\_\_

This is a memorandum of understanding (MOU) between Dcn. \_\_\_\_ and Fr. \_\_\_\_, the pastor of \_\_\_\_ Parish in \_\_\_\_\_ (the Parties). Dcn. \_\_\_\_ has been granted retirement from any canonical assignments but has offered to provide some ministerial services at \_\_\_\_ Parish. Fr. \_\_\_\_ welcomes this offer. They agree the services and their frequency will be:

|  |  |
| --- | --- |
| Ministry of Charity |  |
| Ministry of Word |  |
| Ministry of Altar/Liturgy |  |

Either Party may request a revision of this MOU at any time. Either Party may terminate this MOU at any time. The Vicar for Clergy will be notified of any changes to this MOU. If the deacon loses faculties in the Diocese of Sacramento, this MOU terminates automatically.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

Dcn. \_\_\_\_\_ Date Fr. \_\_\_ Date

 Pastor