

Memorandum of Understanding
Senior Retired Priest Rectory Accommodations

The United States Conference of Catholic Bishops' publication Guide to Ongoing Formation of Priests (2023) says of the senior priest,

“In their daily Mass and prayer, for which they have perhaps more opportunity and leisure, senior priests can do immeasurable good for the Church at large and for their fellow priests still in the field... Senior priests with flexibility in their schedules provide valuable service to local, regional, or even national Catholic organizations. Their experience and wisdom are a treasure of profound worth to their younger brothers, and every diocese would do well to tap into that source of spiritual wealth.” (101)

It is the Office of Clergy Support's hope to assist senior priests to this end by:

- Providing ongoing formation for priests as they anticipate their senior years to help them better prepare for priesthood after retirement from administrative responsibilities
- Meet with the senior priest to discuss his living arrangements, establish family contacts, formulate a “living will” and a “durable power of attorney,” and complete the Chancery's recommended “funeral arrangements.”
- Develop a clear and concise memorandum of understanding when a senior priest plans to live in a rectory during his retirement so that expectations of everyone involved are clearly articulated and concerns related to how his healthcare needs will be met are addressed. This memorandum of understanding will be kept on file in the Office of Clergy Support at the Chancery. It is also recommended that a copy be kept at the rectory, as well as a copy given to the senior priests' family representative.

In order to accommodate the above expectations, this memorandum serves as a working agreement for a period of one year. A review of this agreement will take place on the anniversary of the date of this document, or if serious injury or illness requires immediate attention, or if a new pastor is assigned to the parish.

Name of Senior Priest _____

Year of Ordination _____

Date of Birth _____

Private/Personal Phone _____

Name of Church/Rectory _____

Address _____

City _____

Phone _____

Name of Pastor _____

Date of Appointment as Pastor _____

Recommended Documents to be filed at appropriate offices:

Last Will and Testament (to be sent to Chancery in a sealed envelope)

Date sent to Chancery: _____

Durable Power of Attorney

Location of Document: _____

Living Will

Location of Document: _____

Financial Information

Location of Document: _____

The following is the agreement made between _____ and
_____, Pastor of _____

Parish in regards to living arrangements and expectations for a retired senior priest of the
Diocese of Columbus.

I. Room and Board

- a. Room and Board: The senior priest shall pay the parish _____ per month for room and board.
- b. Meals will be provided: regularly occasionally will not be provided
- c. Housekeeping and laundry service will be provided Yes No
- d. Garage for the senior priest's car is available Yes No

Please note any additional information regarding rent, rectory restrictions, or anything else related to Room and Board:

II. Priestly Ministry

In accordance with diocesan norms and the responsibilities of the pastor outlined in Canon Law, all public liturgical celebrations – including Masses, funerals and other sacramental services – must be coordinated through the pastor’s office.

To that end:

- No public Masses, funerals, or sacramental services may be scheduled or accepted without prior consultation and approval from the pastor.
- Any requests from parishioners for liturgical services be referred to the parish office or directly to the pastor.
- Open communication must be maintained regarding any pastoral activities undertaken within the parish.

It is understood that the senior retired priest is free to come and go as he pleases. It is also understood that the senior retired priest may engage in priestly ministry as he desires and is needed. Please note any agreement with daily and weekend liturgical help, confession help, or other sacramental duties below:

III. Compensation

Will the senior priest receive monetary compensation for his sacramental ministry?

Yes No

IV. Family Contact

It is imperative that a member of the senior priest's family be named the official contact person during his residency at the parish. This contact person represents the family and will be contacted in the event that any serious health issue arises. Please provide the name of a member of your family who will act in this capacity. (It is recommended that the family member be aware of this responsibility).

Family Member Name _____

Address _____

City _____ State _____ Zip _____

Phone Number _____

Relationship to Senior Retired Priest _____

It is the hope and desire that this document will help facilitate an ongoing dialogue among the Diocese, senior retired priest, pastor, and family of the senior retired priest to help provide the most life-giving and peaceful living situation at this time. It the hope, too, that ongoing dialogue and conversation among all parties involved will help alleviate any misunderstanding and/or expectation with regard to duties, responsibilities, and obligations for the care and pastoral concern for the senior retired priest. Please contact the Vicar General and Director of Priestly Life with any questions or concerns.

I accept this Memorandum of Understanding

Pastor

Date

Senior Retired Priest

Date