**Application Process for the Diocese of St. Cloud Missionary Cooperation Plan**

The application for the Diocese of St. Cloud Missionary Cooperation Plan requires an official letter on letterhead from the Bishop/Religious Community’s Provincial or Superior/Lay Missionary Organizations Leadership, in which he/she requests permission to participate.

This letter should include:

* Name of your Archdiocese/Diocese/Religious Community/Lay Mission Organization
* Complete Address/Country
* Email Address
* Phone Number
* Name, Address, Phone Number and Email Address of the Mission Appeal Coordinator and/or U.S. Contact Person
* Reason/Purpose for request for Participation. This would be a brief summary of your diocese’/community’s/organization’s charism and apostolate; why the funds are needed and how the funds will be used.
* Permission for the name(s) of persons who would be giving the appeal will be required AFTER you have received notification of being accepted.
* Once you have received notification of being accepted, there will be two other forms to submit back to the Mission Office (Acceptance Form and Notification of Arrangement Form) in addition to the Letter of Suitability before the appeal will occur. **PLEASE** note due by dates on the forms.
* Any other helpful information such as fluency in other languages, actively serving in mission,… is very important in placing our assignments.
* **We require that all groups provide their own transportation and accommodations when getting to our Diocese and to the parish/es for the appeal.** Please let us know if this may be a challenge. (320-251-1100)

Please send letter to:

 Elizabeth M. Brown

 Director

 St. Cloud Mission Office/Society for the Propagation of the Faith

 11 8th Avenue South

 St. Cloud, MN. 56301