



**CATHOLIC DIOCESE OF RALEIGH
2020 PARISH REPORTING CHECK LIST
FOR USE BY THE DEANS**

Parish/Mission Name: _____ **City:** _____

Annual Parish Visitation Form

Annual Parish Visitation Form completed Yes No

Review Top 10 Audit Findings with Pastor and Finance Council Chair (Extended Visit) Yes No

Form **mailed by the Dean** to the Office of the Bishop **by June 30** Yes No

Separate Annual Parish Visitation forms for each Mission or Station is included Yes No

A copy of the current annual Parish Pastoral Plan is included with the completed Visitation Form Yes No

Current annual Parish Pastoral Plan includes priorities of Diocesan Pastoral Plan Yes No

Inventories included with the completed Visitation Form Yes No

DVDs depicting and describing the inventory items are acceptable for these reports.

All Inventories may be sent using the electronic form directly to the Office of the Vicar General.

The forms for these inventories may be found on our Diocesan website, under the "Administration" section. Look for "Forms & Guides for Parishes & Priests," and then "Inventory Forms."

Parish Yes No

School (if applicable) Yes No

Rectory Yes No

Convent (if applicable) Yes No

Priest(s) Personal Property Yes No

Pastoral Administrator Yes No

Review of all sacramental registers and also register/calendar for Masses to be celebrated Yes No

Follow-up on issues identified in 2018 Annual Parish Visitation Report Yes No

Issues and resolution: _____

