

LSAP SYNODAL JOURNEY PLANNING GUIDE

LSAP Synodal Journey: Evangelize Encounters with Christ in All Creation.

THEME: ON THE ROAD TO EMMAUS

CONSTRUCT

- We are a synodal church, an ancient practice made new by the Second Vatican Council and the Holy Father.
- Synodality, Solidarity and Subsidiarity are the three grounding principles upon which the Archdiocese of Chicago's Laudato Si' Action Platform are based.
- The archdiocese's LSAP Synodal Journey is modelled after the Vatican's October 2023 Synod on Synodality in which synodality is framed as Conversations in the Spirit.

GOAL

The Archdiocese of Chicago's LSAP Synodal Journey's goal is to engage parishes and archdiocesan functions in the integration of the Laudato Si' Action Platform as a way of life.

LSAP COMMISSION OBJECTIVES FOR THE LSAP SYNODAL JOURNEY

1. Foster the conditions in which the archdiocese's LSAP Synodal Journey is truly a conversation in the Spirit.
2. Nurture a spiritual/ecological conversion for those participating in the archdiocese's LSAP Synodal Journey.
3. Increase the number of parishes enrolled in LSAP.
4. Further catalyze the archdiocese's and parishes' usage of LSAP.
5. Develop a roadmap to foster the integration of LSAP actions within parishes and archdiocesan functions.
6. Serve as a resource for other dioceses and Universal Church.
7. Be open to the Holy Spirit.

TIMING

The 2024 LSAP Synodal Journey was implemented during six consecutive weeks during the Easter Season under the theme of the Road to Emmaus and culminated with the Chicagoland Christians United for the Care of Creation Declaration Installation at Holy Name Cathedral and the third annual Laudato Si' Week Mass.

PARTICIPANTS

A diverse group of parishes and people are selected to participate in the LSAP Synodal Journey from across the diocese to represent the voices of the Church at this time. This includes clergy, parish staff, ministry leaders and parishioners with diverse and intergenerational voices.

30 participants per vicariate/3 people per parish is recommended for each session. Three to four delegates from each session are selected to represent the regional session they attended for the synthesis.

PROCESS

The seven LSAP Goals served as the structure for our conversations in the Spirit.

- 1.** Response to the Cry of the Earth
- 2.** Response to the Cry of the Poor
- 3.** Ecological Economics
- 4.** Adoption of Sustainable Lifestyles
- 5.** Ecological Education
- 6.** Ecological Spirituality
- 7.** Community Resilience and Empowerment

The LSAP Synodal Journey balances prayer, conversation and reflection, following closely to the model the Vatican is using in its synodal practice.

Participants in each of the LSAP Synodal Journey sessions generate trends through a multi-step process. Each session then delegates a representative to participate in a final session to synthesize the trends and identify themes around the LSAP Goals. The archdiocese's LSAP Roadmap represents the voices of the faithful, who throughout this journey, have become highly motivated to integrate LSAP throughout the local Church.

The next steps, after review by the Commission, are to communicate the LSAP Roadmap to the Vatican, the Episcopal Council, pastors, other clergy, executives, directors, LSAP Synodal Journey participants, laity at large and the general public. The announcement of the LSAP Roadmap will be made available soon after.

The reporting process should be timely out of respect for the participants and the synodal process, furthering the support of their conversion experiences, and to optimize the evangelizing momentum.

TIMELINE AND ORGANIZATION CHECKLIST

PLANNING

- Include prayer in everything.
- Select a minimum of three LSAP Coordinators/facilitators to learn about the LSAP Synodal Journey Process and lead the journey.
- Identify and select target parishes.
- Determine the dates and logistics for the LSAP Synodal Journey sessions and synthesis.
- Collaborate with Communications in advance to request the designed materials needed as well as the timeline for producing them.
- Meet with Parish LSAP/Creation Care Champion representatives and build support/facilitation team.
- Identify and confirm the facilitators, recorders and clarify their roles for each session and the synthesis.

INVITATION CREATION AND DISTRIBUTION

- LSAP Champions use a shared Google Form to identify 3-4 invitees from each parish and keep track of registered participants.
 - Invitees should be a diverse mix from parish leadership roles including clergy, parish council, liturgy, maintenance, school, faith formation, finance, operations, human relations, buildings and grounds, youth/young adult and seniors.
- Produce an invitation/announcement (for select distribution only).
- Create an announcement landing page on your website for invitees/registrants with more information and a link to registration.
 - Include a QR code/link for this landing page.
 - Write copy for the registration page.
 - Assign one person to manage the registrations.
- Create a script for the personal invitation that the LSAP Champions will use to invite participants (see script sample).
- Work with diocesan administration to send an informative email invitation to participating parish pastors.
 - Champions distribute invitations to identified participants coinciding with the email invitation from diocesan administration to the pastors of participating parishes.

REGISTRATION AND CORRESPONDENCE

- Remember registrants' personal contact information is to be kept confidential and should not be put on any shared document or email.
- Create copy for the registrant follow-up email including the LSAP Goals questions assigned, copy of the Archdiocese of Chicago video/photo waiver, directions and parking for the location, things to bring and further instructions for the session they are attending (see sample).
- Send out a follow-up email to all registrants.
- Check registrant responses bi-weekly.
- After each session, send a thank you and the general takeaways (not the trends) shared by participants at the closing.
- Invite participants to share a short, written reflection from their experience on the journey and save for the LSAP Road Map.

LSAP/CREATION CARE CHAMPION ROUNDTABLE

- Have regular weekly meetings to work on logistics and prep for each session.
- Schedule a practice run-through LSAP Synodal Journey experience including the main reflection responses participants must bring with them to the session.
- Create an online sign-up sheet for assistance needed by the parish LSAP Champions at each session. This may include check-in table, set up/clean up helpers, recorders for five LSAP Goal tables and hospitality needs from the host parish.

OTHER LOGISTICS

- Meet in advance with hosts/facilitators to train/prepare.
- Create a Parish Host Guide with to do/needs list and room layout schematic.
- Create templates for the recorders.
- Produce Emmaus Illumination (50 copies, 8.5 x 11) to travel from session to session (must have permissions secured from St. John's Bible).
- Produce *Living Laudato Si'* necklaces for each participant at the end of each session.
- Very important: after each session, transfer the convergent/divergent LSAP Goal trends shared on the poster pads and recorder notes on to an electronic document. This will be needed for the delegates prior to the synthesis and is a way to document the process.
- Following the synthesis, meet with synthesis representatives to consolidate the information, prepare and review the resulting LSAP Road Map before giving it to the archdiocesan communications team to format.
- Share the LSAP Synthesis Road Map and documentation of the journey with the LSAP Commission and the faithful.
- Celebrate!
- Plan for next steps along the journey with the implementation of LSAP.

TIMEBLOCKS CONTENT/PROCESS/SCRIPT

1. Synodal Sessions (Refer to the Session Timeblock).
2. SYNTHESIS (Refer to the Synthesis Timeblock).
 - a. Send out a list of trends by LSAP Goal that emerged from each session to Synthesis Delegates
 - b. Schedule a planning meeting to prepare the delegates for the synthesis.
 - c. 2-4 roundtables and chairs are needed.
 - d. A prayer table and religious items are needed as used in the previous sessions.
 - e. Heavy duty rope and cutting tools are needed.
 - f. Note: for the Synthesis location, identify an accessible outdoor space for people to move into for an outdoor contemplative experience. Arrangements should be made in advance if a planting will occur.
 - g. Following the synthesis, meet with synthesis representatives to consolidate the information, prepare and review the resulting LSAP Road Map before giving it to the archdiocesan communications team to format.

HOST PARISH LOGISTICS (SEE ROOM LAYOUT SCHEMATIC)

Team set up will be 1.5 hours prior to start time.

- Communicate with the pastor.
- Reserve space.
- Reserve and prepare Adoration space.
- Sign in table: two greeters and extra pens.
- 1-2 hospitality servers.
- 5 Round tables and chairs.
- Outdoor directional signage.
- 5-7 easels.
- Religious Icon that can be put on an easel at the prayer table.
- Coat racks/hangers near the sign-in table.
- 2 Hand sanitizer pumps.

HOSPITALITY

Each hosting parish provides hospitality beginning during the first 20 minutes of check-in/arrival and is available for the duration of the session.

Items needed: 2 large tables/tablecloths, simple finger food and drinks (lemonade, coffee, water), appetizers/snacks/fruit/vegies for approx. 30-40 people throughout the session, no plastic please.

LSAP Coordinators will bring other necessary materials for each session.

LSAP COORDINATOR/FACILITATOR MATERIALS (TRAVELING TOOLBOX FOR LSAP TEAM)

- Designated photographer at each session to document the journey.
- 50 copies of the Road to Emmaus Illumination.

- Recorder Template for each of the 7 LSAP Goals for each session (see directions in the Support Materials section in the back of this guide).
- 15 clipboards (one for every three people).
- 7 poster pads (one for each LSAP Goal).
- 7 Easels (if the parish doesn't have).
- Prayer Table for the middle of the room.
 - Icon
 - Candles
 - Flowers
 - Crucifix
 - Earth elements
- Nametags (filled out ahead of time with color of the participants' assigned goal table).
- 5 Centerpieces with LSAP Goals 3-7 individually labeled for each round table.
- *Laudato Si'* Necklace.
- Diagram of seating/tables.
- Wide Sharpie markers (varied colors).
- Bell/timing device.
- Heavy duty rope and cutting tool needed in addition to the above for the synthesis.

SUPPORT MATERIALS

Sample Script for the LSAP Synodal Journey Invitation:

The Archdiocese of Chicago, in union with the Vatican, is embarking on a Laudato Si' Action Platform (LSAP) Synodal Journey this Easter Season. LSAP invites us to hear and respond to the cry of the earth and the cry of the poor as we care for our common home in our parish communities.

A select group of parishes are being invited to participate in this journey. Because of our/your parish's interest, involvement or enrollment in LSAP, the archdiocese is inviting our/your parish to participate in this LSAP Synodal Journey.

Specifically, three to four representatives from our/your parish are invited to participate in this Archdiocesan LSAP Synodal Journey, which will take place on **date, time and place**.

Included in the afternoon will be conversations in the Holy Spirit aimed at generating themes to achieve the Vatican's LSAP Goals. I invite you to consider attending with two to three additional staff, ministry leaders or parishioners from your community—a total of three to four representatives from our/your parish. Attached is an invitation that includes detailed information and registration for these specific invitees.

NOTE: PARTICIPANTS MUST REGISTER AS SOON AS POSSIBLE in order to prepare the three reflection questions needed to participate in the day. If you need help registering, please let me know.

The synthesis of the LSAP Synodal Journey will be shared with the parish shortly after Laudato Si' Week (May **insert dates**). This may be helpful in your parish's ministerial pursuits.

Thank you for all you are doing to integrate the Vatican's LSAP within our/your parish. It is an important component of the Church's evangelizing mission to build the Kingdom of God.

Synodality models what it means to be Church, inviting all the faithful to have conversations in the Holy Spirit to build the Kingdom of God. Will your parish participate in this LSAP Synodal Journey?

(Include flyer/link)

Thank you for your consideration. I/we will be following up with you soon.

Name & Contact

WEBSITE LANDING PAGE EXAMPLE TO BE USED IN ADDITION TO THE INVITATION.

It gives further information and leads to the registration page.

EVANGELIZE ENCOUNTERS WITH CHRIST IN ALL CREATION

Now that very day two of them were going to a village seven miles from Jerusalem called Emmaus, and they were conversing about all the things that had occurred. — Luke 24:13-14

Click **here** to register.

WHY CONSIDER THIS JOURNEY?

Through baptism, loving God, our neighbors and all of creation is foundational to our Christian faith. Grounded in **Catholic Tradition**, we are called to spread the **Joy of the Gospel** and act for the common good. In our time, the Holy Father’s encyclical letter, **Laudato Si’: On Care for Our Common Home**, invites us to evangelize the Gospel and manifest the common good with the use of the **Laudato Si’ Action Platform (LSAP)**. To inculcate the LSAP within the Local Church, **parishes** are coming together on a synodal journey to build the roadmap for this sacred call to action.

It is this recognition that gives Christian spirituality the passion to care for and protect the world and all humans and impels us to reconcile our personal values with our everyday practices. As such, Christian spirituality ignites personal and social love (cf., LS 231), because it favors “sobriety and humility” at a personal level (LS 224), while increasing “the capacity for living together in communion” (LS 228), moving from indifference to loving awareness, and from individualism to solidarity (cf., LS 220). —Cardinal Blase J. Cupich, Archbishop of Chicago, excerpt from the 2021 Homily at the Solemn Vespers for the World Day of Prayer for the Care of Creation.

While they were talking and discussing, Jesus Himself approached and began traveling with them. But their eyes were kept from recognizing Him. And He said to them, “What are these words that you are exchanging with one another as you are walking?” — Luke 24:15-17

WHAT WILL WE ENCOUNTER ALONG THE WAY?

- Deep listening and dialogue with our fellow sojourners.
- Convergence and divergence in our discernment about how the teachings of *Laudato Si’* are received by our parish and the local Church.
- Contemplative prayer and music.
- Adoration of the Eucharist.
- Hospitality.

And it happened that, while he was with them at table, he took bread, said the blessing, broke it, and gave it to them. With that their eyes were opened and they recognized him, but he vanished from their sight. Then they said to each other, “Were not our hearts burning [within us] while he spoke to us on the way and opened the scriptures to us?” — Luke 24:30-32

HOW WILL WE BE GUIDED?

The Archdiocese of Chicago's LSAP Synodal Journey is being facilitated by LSAP/Care for Creation Coordinators and parish LSAP/Creation Care Champions.

Pope Francis calls the Church to rediscover its deeply synodal nature. Synodality enables the entire People of God to:

- Walk together, like the disciples on the road to Emmaus, listening to the Holy Spirit and the Word of God.
- Participate in the mission of the Church in the communion that Christ establishes between us.
- Put into practice the truth of the Church, that we are a pilgrim and missionary people of God.

The entire people of God share a common dignity and vocation through baptism. All of us are called in virtue of our baptism to be active participants in the life of the Church. In parishes — pastors, parish staff, parish councils, school boards, finance committees, lay ministry leaders, youth — we are all invited to listen to one another in order to hear the promptings of the Holy Spirit, who comes to guide our human efforts, breathing life and vitality into the Church and leading us into deeper communion with Christ, our neighbor and all of God's creation.

WHO WILL BE OUR COMPANIONS?

The Holy Spirit, along with fellow parishioners, pastors and staff will be our companions. Each parish will invite three people to participate in the LSAP Synodal Journey.

And they got up that very hour and returned to Jerusalem and found the eleven gathered together and those who were with them, saying, "The Lord has really risen and has appeared to Simon!" They began to relate their experiences on the road, and how He was recognized by them at the breaking of the bread. — Luke 24:33-35

WHEN WILL YOU SET OUT ON THE JOURNEY?

LSAP Synodal Journeys begin during the Easter Season on the dates indicated below.

(Include invitation and dates here)

SAMPLE REGISTRATION FORM

Besides contact information, parish and role at the parish, include the following:

For part of the journey, you will be sitting in on a synodal session table in one of these LSAP Goal areas. Each participant will be asked to reflect on and present a written response to a question(s) related to one of these LSAP Goals. Once registered, the question(s) will be sent to you prior to the gathering. It is necessary that you bring this written response with you.

Please rank your choice from 1-5, 1 being most preferred. We will do our best to accommodate your choice for this synodal session. Include a chart with LSAP Goals 3-7 to rank. The questions for LSAP Goals 1-2 will be included in the follow-up email once participants register.

- Ecological Economics
- Adoption of Sustainable Lifestyles
- Ecological Education
- Ecological Spirituality
- Community Resilience and Empowerment

TEMPLATE REGISTRANT RESPONSE EMAIL

(To be sent after registering.)

Include participant reflection assignment with responding to the Cry of the Earth and the Cry of the Poor (as indicated below) plus their top or second choice from LSAP Goals 3-7 in the registration process. Also include items to bring and information about parking at the location they chose. It is crucial for participants bring their three reflections to these questions with them to the session! A reminder is also sent just prior to the session.

Dear Participant,

We look forward to your participation in the Laudato Si' Action Platform (LSAP) Synodal Journey.

DATE:

TIME:

LOCATION:

PARKING:

To fully participate in the Synodal Journey, please write a personal reflective response to each of the following three questions and bring these responses with you. Your response should be no longer than one page. As part of the synodal process, you will be given two minutes to read aloud your response to each question.

1. Remember an experience of hearing the Cry of the Earth. Where were you? What happened within you? What did you feel? Where did you feel it in your body? How did the feeling express itself?
2. Remember an experience of hearing the Cry of the Poor. Where were you? What happened within you? What did you feel? Where did you feel it in your body? How did the feeling express itself?
3. What specifically can my parish and the Archdiocese of Chicago do through the LSAP Goal that I selected, **(Title of LSAP Goal chosen at registration)** to respond to the Cry of the Earth and to the Cry of the Poor, and thus realize the vision of Laudato Si'?

(Title of LSAP Goal and definition)

REMEMBER TO

- Bring your three personal reflective responses to the above questions. We ask that you please bring a hard copy as electronic devices will not be used during the session.
- Your signed photo/video waiver. Please print out the waiver found at this [link](#).
- Water bottle
- Notebook and pen

For those available and willing to participate in the process to synthesize the synodal sessions, please mark your calendar for **date and time at xxxxx Catholic Church**. Additional information about that afternoon will be forthcoming and confirmation will be determined at the session.

In closing, we thank you for answering this invitation to have conversations in the Holy Spirit as we seek to grow in solidarity in vivifying the Teachings of *Laudato Si'*.

In the spirit of synodality,

Names

Titles

Website

ROOM LAYOUT SCHEMATIC (SEE LINK ON WEBSITE)

RECORDER TEMPLATE NEEDED FOR EACH OF THE 7 LSAP GOALS FOR EACH SESSION.

Directions:

- 1.** At the top of the sheet put the name of the LSAP Goal and definition (can be found on the LSAP site laudatosi.actionplatform.org). For uniformity, it is recommended to use the colors of each LSAP Goal as in existing materials.
- 2.** Put the reflection question participants were asked to prepare ahead of time based upon the LSAP Goal.
- 3.** Make two columns below:
 - a.** Column #1 Title: CONVERGENCE/SIMILAR TO
 - b.** Column #2 Title: DIVERGENCE/DIFFERENT FROM
- 4.** Have 12 lined spaces below columns #1 and #2.
- 5.** Have a space for the recorder's name and the date.