



## Policies of the Diocese of Kansas City ~ St. Joseph

### **Policy #: 310.1**

### **Diocesan Policy on the Hosting of International, National and Regional Conventions**

Approved By: Most Reverend Raymond J. Boland, DD

Approved: November 24, 1997

Effective: January, 1998

Revised:

1. A maximum of two conventions, upon request, may be hosted by the diocese in any one calendar year.
2. The invitation to meet in the diocese must be issued by the bishop in writing after the proposal is studied and its impact on diocesan staffs and programs adequately clarified.
3. As far as possible the convention should be co-hosted by the two dioceses in the Kansas City metropolitan area.
4. The local diocesan apostolate promoting a national convention may recruit volunteers to assist the visiting delegates but diocesan staff must strictly limit their participation to prevent neglecting their local responsibilities.
5. If possible it is highly recommended that the national office of the apostolate seeking the hospitality of the diocese should hire a full-time or part-time local coordinator to be on the job before, during and after the convention.
6. Other than being the host ordinary, the participation expected from the diocesan bishop should be clearly articulated in the very early stages of the planning process.
7. Under no circumstances should funds be solicited locally to help underwrite any convention.
8. Although it may not be always feasible, liturgies associated with a convention should be held in a church rather than a hotel. It is anticipated that all convention liturgies will observe diocesan guidelines and policies.

9. The national organization holding a convention in this diocese should obtain "event insurance" which holds the diocese "harmless" in case of an accident.
10. As is customary for all local events the names of all potential convention speakers should be submitted for the bishop's approval before invitations to speak are extended.
11. The list of authorized conventions will be posted in the chancery lunchrooms and mentioned in the diocesan Pastoral Bulletin.