**2021 IMPORTANT DATES** to keep in mind as we journey towards another summer of local, life changing mission trips together:

Friday, March 26th, 2021 - Initial Registration Deadline \*(Please limit travel to host parish to 15 minutes)

* This is the BIG DAY. In order for your spots to be confirmed, your Google Doc needs to be 100% complete. After this date, any space reserved for your teens that is not filled may be released to other parishes (or possibly taken for the Lost Sheep).

LBH will update unfilled spots available on all subsequent Mondays. We will e-mail all of the parish leaders with the number of available spots on the following dates:

* March 29, April 5, April 12, April 19

Monday, April 26th - Final Registration Deadline

This is the final date to enter information into your Google Docs. If information is not complete, your teens are not registered.

* Thanks for working with us towards these registration deadlines. With an ever expanding apostolate, we need to turn our focus in May to training the Core Team, communicating with our host parishes, and making sure that we have the perfect amount of work lined up for our teens to complete while they are on their mission trips.
* These early deadlines will also give you plenty of time to communicate effectively with your families, so their teens are well prepared for their mission trip experience.
* This also allows you the time to focus on recruiting Chaperones in your parish — and you’ll know the teens that are coming on the mission trips, so they can be an important part of this effort.

Friday, May 7th - Payments Due

All payments must be received by the LBH staff by Friday, May 7, 2021.

Thursday, June 3rd - Chaperone Training Day

On this day, we would ask for all 2021 LBH chaperones attend our training session online.

\*COVID 19 safety precautions.

**2021 MONTHLY CHECKLIST** to help make sure you stay on track as these dates come and go, we suggest using the following time sensitive checklist!

December/January

* Familiarize yourself with all resources in the parish guide or on our website: <https://www.gbresources.org/lovebeginshere.html>
* Get in touch with LBH staff, if you don’t have your parish dates yet (lterrien@gbdioc.org or ckowalski@gbdioc.org).
* Start publicizing LBH in your newsletters, on your website and in the classroom. Make the dates available to families.
* Hang promotional posters around your Parish.
* Create an initial interest form in your Parish to collect positive responses from your youth/families.
* Create and mail postcards to potential missionaries.

February

* Make complete registration packets available in your parish.
* As registrations come in, continually update your Google Doc.
* Share LBH Promo Films ( [Love Begins Here - Green Bay | 2019 - Neenah - YouTube](https://www.youtube.com/watch?v=NTqzj1l_m58) or <https://www.youtube.com/watch?v=onnwotEzskc>) with your Faith Formation classes and youth groups. If you have young people in your Parish who have been on LBH Mission Trips before, have them share their experiences and help you promote LBH to their peers.
* Hold an informational meeting with interested young people and their families.
* Recruit chaperones. \*(The number of chaperones you need to provide is more important than ever this year due to COVID-19. You will need a minimum of 1 adult for every 3-4 youth to create a car group that will travel to the host parish site and remain as a work team throughout the week. We encourage family members and close friends to stay together in these groups),
* Begin distributing paperwork packages to your families.

March

* Publish bulletin announcements reminding families of the LBH deadlines this month.
* Continually update your Google Doc.
* Collect paperwork packages from your families.
* Brainstorm three creative ways you can advertise LBH this month. Fill them in below.

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* Pay close attention to the impending MARCH 26th deadline. Don’t save your work for the last minute.

April

* Stay in touch with LBH staff, so you are aware of space that is still open on your weeks. This will let you know if you are able to add on more kids to the mission trips you’re registered for.
* Hold a meeting with your teen missionaries (and chaperones, if possible) about fundraising for Mission Trips.
* Make sure you have transportation in order for the summer. \*(It is important to plan enough seats in the vehicles you are using during the week, not just to and from the Mission Trips. Missionaries will need transportation to and from the worksites as well).
* Put in a check request for your missionary registration. ALL payments from the parish should come in one group check.
* Mail your check, so it arrives to the Diocese of Madison by May 7th.
* Give your chaperones the date of our training day in June.

May

* Plan for “Car Group Bonding” style outings with your youth for the last afternoon of LBH. Make these plans separate for each week you are bringing teens to.
* Hold a meeting with your teen missionaries and their families (and chaperones, if possible) about some of the specific details they will need to know about LBH. Agenda items could include:
	+ Times/Locations of Departure and Return (Take a look at the SCHEDULE in the Leader Package for info, to help inform your plans!)
	+ Share Packing List
	+ Share LBH Social Media Accounts (Encourage families to start checking in on them regularly!)
* Recruit others in your Parish to pray for your teens by name during their Mission Trips and for LBH, in general! Think about having them write notes to share with your missionaries during Parish Time each night.
* Pray daily for the mission of LBH, the Core Team and the youth who are attending from your parish.
* Get pumped for this incredible summer!

Notes and Ideas:

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\*COVID 19 safety precautions.