

# NCYC

## Diocesan Information Packet for Parish Leaders

National Catholic Youth Conference  
Indianapolis, IN November 16-18, 2023



### NCYC 2023 DELEGATION LEADERS:

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## PLANNING CALENDAR for NCYC 2023

- **February 23, 2023**
  - Parish Leader Q & A session (on Zoom)
  - 10:00am or 7:00pm (choose one)
  - Parish NCYC Coordinators/Youth Ministry Leaders
  - Learn the basic details about this year's diocesan pilgrimage to NCYC, register your group for NCYC, and get your questions answered
  
- **March 24, 2023**
  - Complete Parish Pre-Registration Form ([fill out online](#))
  - Parish Initial Deposit (non-refundable) \$280 per person (*If registered by March 24<sup>th</sup>. Deposit increases by \$15 for registrations after March 24<sup>th</sup>, because conference registration cost increases after March 31<sup>st</sup>.*)
  
- **June 30, 2023**
  - Second Payment due: \$150 person
  
- **August 13, 2023**
  - Rooming List- emailed to [jchellberg@nativity.org](mailto:jchellberg@nativity.org)
  
- **September 11, 2023 - Adult Ministry Team Meeting**
  - ALL adult pilgrims – all those adults attending NCYC 2023
  - Location: Nativity Catholic Church, Youth Center
  - 7:00-9:00pm
  
- **September 11, 2023**
  - Diocesan Youth & Adult Forms due (Hard Copies)
  - Parish Hoodie Order Form- emailed to [jchellberg@nativity.org](mailto:jchellberg@nativity.org)
  - All of these forms will be available on the Diocesan website by the beginning of June.
  
- **October 28, 2023- Pilgrim Retreat Afternoon**
  - Pilgrim Retreat
    - Pilgrims include **ALL** youth and adults attending NCYC
  - Location: Nativity Catholic Church: 3255 N Ronald Reagan Blvd, Longwood, FL 32750 (Parish Center)
  - Time: 1:00-5:00pm
  
- **October 28, 2023**
  - Final Payment **BALANCE** due
  - NFCYM Youth & Adult forms due
  - NFCYM Registration due (Excel document)
  - These forms will be provided electronically once they are available.
  
- **November 16-18, 2023**
  - NCYC Pilgrimage to Indianapolis

## WHAT IS NCYC?



NCYC is sacred, journey, pilgrimage, sacrament, prayer and a celebration of community. The National Catholic Youth Conference is the largest Catholic youth gathering in the U.S. NCYC is an exciting, biennial three-day experience of prayer, community, and empowerment for Catholic teenagers and their adult chaperones. The schedule includes general sessions and workshops addressing a wide variety of topics as well as opportunities for reconciliation, daily liturgy, and other special activities. The thematic park is a unique venue incorporating traditional exhibits with interactive educational, recreational, and service activities. NCYC began in 1983 following in the footsteps of its predecessor conference, the CYO biennial national convention. In its early days, NCYC was held regionally, one session for each coast. Combined attendance at the regional conferences was a few thousand. In 1991, the two conferences merged into one national event. In the mid 1990s, interest in NCYC began to increase. Today, NCYC typically draws 20,000+ youth and adults for three days of catechesis, prayer, service, and recreation.

NCYC's mission statement: In a distinctly Catholic setting, the National Catholic Youth Conference invites participants to encounter Christ, experience church, and be empowered for discipleship.

**The upcoming NCYC will be on Nov. 16-18, 2023 in Indianapolis, IN. The theme is "Fully Alive!"**

## HOW IS THIS CONFERENCE UNIQUE?

The National Catholic Youth Conference experience is a pilgrimage. What is a pilgrimage? A pilgrimage is a journey, especially a long one, made to some sacred place as an act of religious devotion. In addition to facilitating informational meetings designed to get the basic schedules and expectations across, your Diocesan Leadership Team will facilitate gatherings to help chaperones and teens prepare as pilgrims on a spiritual journey.

## PLAN & PROMOTE

**Who attends this conference?** This conference is open to teens that will be in high school during the fall of 2023. They should already be engaged in their faith and ready for a deeper experience of the larger church.

**Adult Ministry Team:** All adults travel as 'adult ministry team members' and priests travel as spiritual companions on the pilgrimage. **Adult Ministry Team Members** are adults who have an appreciation for the gifts and talents that young people bring to the table and an understanding of adolescents. Adult Ministry Team Members will be supervising and guiding the youth pilgrims. Adult Ministry Team Members must be at least 21 years of age. All adult ministry team members must have completed the on-line [Safe Environment Training](#) and be FBI fingerprinted AND have cleared a background check through the diocese. This process can take several weeks, please plan ahead. Each parish will need to provide their own adult ministry team members. These adults are required to attend:

- **The Diocesan Adult Pilgrim/Leaders formation meeting on Sept. 11<sup>th</sup> from 7:00-9:00pm.**
- **The Retreat Afternoon on Saturday, Oct. 28<sup>th</sup> from 1:00-5:00pm.**

## PREPARE: REGISTRATION & PARISH PARTICIPATION

Participating in the NCYC experience requires that you register your parish's participants with the Diocese of Orlando's Delegation. You may contact any of the delegation leaders for further information.

- **Registration**

- Parish Pre-Registration form is [available online](#), and is due with a deposit by March 24, 2023 (registrations can be accepted after this point, if space is still available, but the registration cost will increase by \$15)
- Completed Diocesan Youth & Adult forms are due by August 13, 2023
  - Forms will be available for download on the [Diocese of Orlando website](#), by the beginning of June.
- NFCYM Paperwork will be shared as it becomes available and will be due by October 28, 2023.
- **CHECKS** should be made payable to the **DIOCESE OF ORLANDO**
  - Please indicate on the check that it is for **NCYC**
  - Payment and hard copies of all completed forms mailed to:  
Diocese of Orlando  
Office of Faith Formation  
P.O. Box 1800, Orlando, FL 32802

- **Conference Cost: Final Diocesan Package Cost: \$650.00** (travel not included, each parish group is responsible for making their own travel arrangements.)

- **Payment Due Dates**

- **March 24** - Parish Initial Deposit (\$280 per person)
- **June 30** - Second Payment (non-refundable, may be transferred) - \$150/person
- **October 28** - Final Payment (non-refundable, may be transferred) BALANCE due

- **Diocesan Package cost will include:**

- Conference Registration; full access to all NCYC pilgrimage programs and events sites (*not including late registration charges*)
- 3 nights at our Diocesan hotel – *The Hilton Indianapolis Downtown* (*package cost is calculated at 4 persons/room occupancy – there will be an additional cost for a private room*)
- Breakfast—on Friday and Saturday
- Lunches—box lunches provided on Friday and Saturday (pick up at breakfast)
- Diocesan Dinner—Saturday evening
- Teens receive – Diocesan apparel, journal, and a tradable item
- Adult Ministry Team Members - will receive Diocesan apparel and journal.
- Regular informational updates via e-mail plus ongoing support, guidance and assistance from your Diocesan Delegation Leaders
- Mandatory Adult Ministry Team formation meeting (for ALL traveling adults):  
**Sept. 11, 2023 7pm-9pm at Nativity Catholic Church**
- Diocesan Pilgrim Retreat and Parent Gathering: **Oct. 28, 2023 1pm-5pm at Nativity Catholic Church**

## RECOMMENDED STEPS FOR ORGANIZING THE NCYC PILGRIMAGE

These are some suggested steps to take to organize your NCYC pilgrimage. These are just suggestions and ideas, you can divide up responsibilities and prepare your group in whatever way works best for your parish group.

### **STEP 1 - Advertise and Promote:**

Create an interest flyer/bulletin announcement highlighting some of the info youth and parents would like to know (such as dates, cost, fundraising plans, event highlights, etc). Spread the word through your youth ministry gatherings. Personally invite those youth who you think would most benefit from attending a conference like NCYC.

### **STEP 2 – Register Your Parish:**

Complete NCYC Pre-Registration Form and send a copy with a **\$280 per person** deposit by **March 24, 2023** to the diocese. The name appearing on this form will be the official Parish Group Leader for this event and will be the one responsible for disseminating all information and communication that is sent your way.

### **STEP 3 – Create Your Leadership Team**

You may find it helpful to involve others in leadership roles such as these as you are preparing for NCYC. It's important that the Parish Coordinator NOT take on all four roles alone.

- **Group Leader** – This person will serve as the parish contact and be responsible for all payments and forms. It is this person's job to make sure this event is first and foremost a pilgrimage of faith. The person is most often the Parish Youth Ministry Leader.
- **Fundraising Coordinator** - This person could work with the parents to create a workable fundraising goal and subsequent plan to achieve that goal over the next few months.
- **Meal Coordinator** – This adult could pre-plan and organize meals for the pilgrims, contact local restaurants, etc. (Note: many of the meals are included in the Diocesan package).
- **Adult Ministry Team Members** – These adults will participate in diocesan formation gatherings and serve as chaperones and guides on the pilgrimage. The number of adults needed will be determined by the number of young people traveling to NCYC at a ratio of one adult for every 8 teens. Adult gender needs to reflect the female and male teen attendee ratios.

### **STEP 4 - Create Your Fundraising Plan:**

If you choose to, create a process to get *all* of the parents, Adult Ministry Team leaders, and teen pilgrims involved in raising funds. It is important to create this plan NOW so those who might not be able to afford to go will have an opportunity to raise money to attend.

### **STEP 5 - Collect All Forms and Complete Group Forms:**

The Group Leader is responsible for collecting and compiling all of the forms and money that is then sent to the Diocese. Schedule your PARISH deadline 2 weeks prior to the DIOCESAN deadlines in order to complete the paperwork. All paperwork will be made available on the [Diocese of Orlando website](#) as it becomes available.

## **STEP 6 - Meet With the Group:**

Begin forming your small group into a community. Meet regularly to pray and share hopes, goals, questions, and concerns about this trip. Some helpful ideas and tasks to assist with your gatherings:

- Trading items with others at the pilgrimage is fun (and a great way to meet people from all over the country!). These items are personalized (by parish, diocese and/or locale) to trade with other teens. In the past, trade items have been things such as buttons, pins, bookmarks, hats, t-shirts, bead necklaces, holy cards, pencils, message cards, clothespins.
- Develop a communication system to keep parents in the loop, to update everyone on the progress, and to answer questions or help make plans associated with the trip.
- Discuss what the group will do AFTER they return to share what they have experienced and learned with the rest of their parish community and to say "thank you".

## **HOW TO BEGIN FUNDRAISING**

- 1. Set a Goal** - How many youth want to go? How much \$\$ do you need to raise per person? One idea is to divide this amount in half and challenge the youth to raise half themselves while committing the efforts of the whole group to raising the other half. This goal amount should be developed **before** holding a meeting of all those interested in attending this event so that you can set everyone's sights on the right amount and the time frame the group has to work within. Be sure to check with parish leadership to ensure that you can do fund raisers and what, if any, limitations may be placed on the group.
- 2. Don't Do It Alone**— Find a Fundraising Coordinator and have them get all of the parents involved. Tell the parents that it will cost them very little for their child to go... IF they help plan and direct one or two fundraising efforts throughout the coming months. Present them with a list of possible ideas and get them to run with them. Assign a parent or two to each idea that they have enthusiasm about. Set up a master calendar so you won't be competing with each other or other parish/school programs.
- 3. Log the Hours** - Help the parents advertise the event through the parish bulletin and parish social media outlets. Always be sure to tell the people what the money raised from this event will go towards. Have those in charge of the event log the number of hours each youth worked so that the money raised can be divided proportionately to the hours each youth worked the event.
- 4. Keep Track of the Progress** - Keep a running file on each of the young people who are helping to raise funds and add the money they "earned" after each fundraising event. Keep these out in a place where the youth can come and examine the files to see where they are and how much more they need to raise to get to their goal level.
- 5. Follow up**- Make sure that your young people share their NCYC experience with thank you notes, bulletin pictures, and witness talks. This effort will prove effective the next time you need to advocate for teens and their financial assistance.