



Archdiocese of Los Angeles

Office of Vicar for Clergy
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TO: Pastors, Administrators, Parish Life Directors and Business Managers

FROM: Rev. Joel Henson, Vicar for Clergy
Rev. Michael Perucho, Associate Vicar for Clergy

DATE: July 1, 2024

SUBJECT: Updated Information on Short-Term Faculties

The Priest Personnel Policies and Guidelines indicate the following regarding Short-Term Faculties:

The provision allowing Pastors/Administrators the ability to grant permission to visiting priests to minister for less than fifteen days has been eliminated. Pastors/Administrators (or other priests possessing habitual archdiocesan faculties, e.g., Associate Pastors, Chaplains, etc.) now have the ability to only grant permission to visiting priests to minister at their parishes for a single event such as one Mass, a Funeral, a Baptisms, a Wedding, or other ceremony.

The visiting priest must still present to the parish a valid Statement of Suitability for Ministry from his home diocese or religious community attesting to his good standing as a priest and his moral integrity including his behavior with minors. (See attached sample Statement of Suitability for Ministry.) ***If for any reason Pastors/Administrators wish to have more in-depth screening in regard to a guest priest visiting for a single event, the Pastor/Administrator may request one-day faculties for the guest priest from the Office of Vicar for Clergy with sufficient time to process.***

If the guest priest will be visiting temporarily up to two months in the Archdiocese and will be doing ministry during this time, the Pastor/Administrator should request short-term faculties for the visitor priest through the Vicar for Clergy Office. The Pastor's request letter along with the visiting priest's Short-Term Application and the Statement of Suitability should be sent to the Vicar for Clergy Office for processing. (The Short-Term Application may be omitted for one-day requests, but the Statement of Suitability is always required, and we ask that you still provide a parish request letter.) Ideally, these requests for short-term faculties should be submitted at least one month before the guest priest's arrival date to facilitate proper screening and verification of the documents.

If the visiting priest is from another country, he can travel into the United States with a valid visa. If the priest needs a visitor's visa (B-1/B-2), the Pastor/Administrator may write a letter of invitation for the priest that can be provided as evidence when he applies for the visitor's visa. However, parishes in our Archdiocese are not allowed to sponsor visiting priests for R-1

Religious Worker visas due to jurisdictional issues. Only the Archdiocese of Los Angeles through the Vicar for Clergy Office can sponsor priests for R-1 Visas, and this is solely done for Extern Priests who have applied for long-term assignments here.

If you have any questions about short-term faculties requests for visiting priests, you can call the Applications and Faculties Team of the Vicar for Clergy Office:

Monica Burgos (213) 637-7048 or Rogger Andrade (213) 637-7439.

“Obeying out of love, sacrificing even a certain legitimate freedom when the authoritative discernment of the Bishop so requires, the priest lives out in his own flesh that ‘take and eat’ with which Christ, in the Last Supper, gave himself to the Church.”

--St. John Paul II