

CATHOLICS UNITED FOR THE FAITH

**CHAPTER FORMATION
MANUAL**



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CATHOLICS UNITED FOR THE FAITH

“Proclaiming Christ to a New Generation”



Dear Friend in Christ,

Thank you for your interest in forming a CUF chapter in your locality. Your interest shows that you are aware of the Church's call to all lay people to participate in spreading and building up the Kingdom of Christ and that you embrace CUF's particular response to this call.

There is, however, a little more to starting a CUF chapter than just the desire to do so. Obviously, there is work to be done in organizing your group and following the necessary procedures to become chartered as a CUF chapter. We've tried to simplify these steps as much as possible, and our staff is committed to assisting you throughout the chapter formation process.

Even more, it is essential that the leaders of the prospective chapter understand and fully reflect the authentic spirit of CUF. In 1968, H. Lyman Stebbins founded CUF to support, defend, and advance the efforts of the teaching Church. He strove to faithfully implement the teachings of Vatican II concerning the lay apostolate. He also keenly realized that all apostolic endeavors must begin with one's ongoing interior renewal in Christ. He therefore stressed the fundamental importance of prayer and penance, growth in virtue, and sound doctrinal formation, without which our efforts will not bear good fruit.

There are many ways of serving the Church; CUF's way is only one of them, but it is what it is. Each chapter must understand this and conform to CUF's mission in essentials, even as we encourage our chapters to develop diverse programs and outreaches that are most suited to their particular needs. Therefore, we must insist that chapters in letter and spirit remain on the same page with CUF's headquarters. Otherwise, we will not have 100 chapters networked in a single organization, but 100 distinct and diverging organizations.

Please take the time to learn as much as possible about CUF's approach and tone and see whether you really agree with them. If you have any questions, don't hesitate to write to me at the address on the inside cover of this brochure. Then, when you are sure that you share CUF's "spirit," you must do all you can to make sure others who are active in your chapter share it as much as possible. If you do that, we will have the makings of a chapter that can do much good for its members, for the wider apostolate of CUF, and for our Holy Church.

United in the Faith,

A handwritten signature in dark ink, appearing to read "L. J. Suprenant, Jr.", is written over the typed name.

Leon J. Suprenant, Jr.

President, Catholics United for the Faith



Prayer of Catholics United for the Faith

O God our Father, who sent Your only-begotten Son to suffer and to give His life for the life of His Church, rule, protect, and nourish her continually, we beseech You. Teach us of Catholics United for the Faith to direct our zeal first of all to the renewal of our own hearts. Then, if it be Your holy will to allow us to be in any way Your instruments in the wider renewal of Your Church, give us the grace to know what services, small or great, You ask of us, and let the Holy Spirit teach us to perform them in obedience, patience, and charity, leaving entirely to You what fruits they may bear. We ask this through the same Jesus Christ your Son, our Lord, who lives and reigns with you in the unity of that Holy Spirit, one God, forever and ever. **AMEN.**

Most Sacred Heart of Jesus,
have mercy on us.
Holy Mary, Mother of the Church,
intercede for us.
St. Joseph, Head of the Holy Family
and Patron of the
Universal Church,
pray for us. †

MISSION STATEMENT . . .

Catholics United for the Faith is an international lay apostolate founded in 1968 by H. Lyman Stebbins to support, defend, and advance the efforts of the Teaching Church in accord with the teachings of the Second Vatican Council. The efforts of Catholics United for the Faith must be directed toward the unity of the Church and communion with God the Father as intended by Christ (Jn. 17:21). This is accomplished by joining members in a common

Catholics United for the Faith Declaration of Purpose (September 1968)

The spectacle in our time of dissent and disunity within the Church is an offense to Christ which we, as His lay apostolate to the world, have an obligation to repair. We therefore undertake by this Declaration of Purpose, and through the continuing dedication it envisions, to try to remove the scandal and thus to aid Christ's purpose that all may be One.

We believe that the Truth of Christ has been confided to the Roman Catholic Church which is the extension of Christ in history. The Catholic Church holds that her solemn Magisterium, with Peter as its head, is the supreme authentic interpreter both of divine Revelation and the natural law, and is freed by Christ for all ages from the possibility of substantial error. We unqualifiedly accept this cornerstone of the Faith; and thank God for both the Promise and the Gift.

We believe further that when the Church speaks authoritatively through the ordinary Magisterium, her teaching is binding in conscience on all Catholics, as reaffirmed by the *Dogmatic Constitution on the Church*, promulgated by the Second Vatican Council.

We, therefore, wish to affirm our unshakable loyalty to the Pope, and thus to the Church, and thus to Christ. We are convinced, moreover, that this affirmation can and should be heard from many voices, that it must ring through the Church and the world.

Therefore, we pledge that Catholics United for the Faith will continue in the days ahead to support, defend, and enthusiastically advance the efforts of the teaching Church—the Vicar of Christ and all the Church's shepherds—to give light and guidance to a confused and frightened world. †



H. Lyman Stebbins, KCSG
Founder of CUF
(1911-89)

apostolate to be formed doctrinally and spiritually in the Catholic faith. The desired result is the renewal of their own hearts. This formation also equips members to prayerfully engage in works of evangelization and catechesis for the renewal of the Church and society as lay witnesses to Our Blessed Lord. CUF promotes fidelity to and communion with the Holy Father and the bishops in union with him. †



The CUF Spirit

An organization like CUF can easily be disturbed and weakened by members who do not share its inner spirit; therefore, this inner spirit must be understood. The spirit which CUF strives to embody is clearly shown in the Gospel for the Solemnity of Christ the King, where Our Lord says, “My kingdom is not of this world. If my kingdom were of this world, then would my servants fight . . .” (Jn 18:36).

While deeply aware of the need for action *now* on the Church’s behalf, CUF affirms that “Mary chose the better part” (Lk. 10:42). CUF will act, however, whenever action seems called for, knowing that the earthly upshot of our efforts may appear as nothing. CUF wants to stand for, and be formed by, the Gospels. CUF members have as their first aim the extension and deepening of the reign of Christ in their own hearts, and then in the hearts of all His faithful.

The Church is assured of victory over every obstacle because of the protection of the Holy Spirit. This protection has enabled the Church through the centuries to be the “pillar and bulwark of truth” (1 Tim. 3:15), notwithstanding the errors and sins of her members. By reason of her holiness, the Church is the supreme guardian of the past and the greatest champion of the future.

CUF seeks to imitate the example of the Church, whose mission is to evangelize the world. CUF stands for perfect orthodoxy, ardent interior renewal, and vital unity rooted in charity. As one of our many episcopal supporters has written, “I believe that you are on the right track and that the prudence of your approach and the moderation of your methods will convince many who still may be doubtful, hesitant, or not totally committed.”

Since this is the approach that we are determined to maintain, the CUF headquarters retains the unqualified right to terminate the membership of any individual or chapter, with or without stated cause. †



Spiritual Formation

CUF headquarters will provide suggestions for materials that bear on spiritual growth. We will recommend formative books and resources to deepen and purify the spiritual lives of our members and to help them understand the crucial issues that affect Catholics today. With this spiritual grounding, the CUF chapter's actions have greater assurance of guidance from Our Lord, who alone renders action truly effective.

It is essential to dispel a great illusion that grips too many Catholics, even those who may respond enthusiastically to CUF's mission and purpose: the illusion that their orthodoxy, piety, and conduct are impeccable and beyond question.

Such Catholics are impatient with "spiritual" books, with meditations on the Gospels, or with reading lives of the saints. They want at once to get to the "real" task of actively combatting perceived heresies, injustices, and abuses in the Church.

It may be said that prayer without good works avails nothing, but a man ignorant of prayer will perform good works only by accident. Thus, we exhort all CUF members and indeed all Catholics to seek genuine spiritual growth as the necessary prerequisite for effective apostolic action.

It is a duty of all CUF members to pray for all bishops and priests and to urge others to do likewise. This practice moves our support for the hierarchy to a deeper level. As we work actively to build up the Church, we must faithfully plead for heavenly intercession. May bonds of mutual prayer be forged among Catholics, and let them in this way testify to the reality of the supernatural.

All CUF members organize and work with quiet confidence. We have divine assurance that the cause we support will never fail. Our "success" is not measured so much in external, quantifiable effects as it is in our fidelity to divine grace. Therefore, nothing we do on behalf of Christ and His Mystical Body in a spirit of docility and obedience to Church authority is ever wasted. We promise all who join us that our cause—of the Pope, of the Church, of Christ—is certain to prevail.



Bringing Faith to Life

Vatican II (1962-65) teaches that upon all laity rests “the exalted duty of working for the ever-greater spread of the divine plan of salvation to all men, of every epoch, and all over the earth” (*Dogmatic Constitution on the Church*, no. 33). We can effectively contribute to this great work of evangelization only to the extent that we ourselves strive perseveringly to know, love, and serve God.

In order to know God better, we should be as well informed on the faith as our state in life allows. Our magazine, *Lay Witness*, provides ongoing doctrinal formation for our members in an attractive, easy-to-read format. Each issue contains inspirational articles on the faith, writings of the Holy Father, solid biblical teachings, tips for Christian family living, book reviews, chapter news, and other matters of interest to the laity.

Our toll-free Catholic hotline (1-800-MY-FAITH), website (www.cuf.org), FAITH FACTS, speakers' bureau, and conferences help members and non-members alike learn what the Church teaches in matters of faith and morals. Through our publishing division, Emmaus Road (1-800-398-5470; www.emmausroad.org), we offer Bible studies and other resources that are ideal for chapter programs as well as for individual enrichment. Drawing from our extensive experience, our dedicated staff is able to offer practical guidance and moral support for Catholic laity.

Pope John Paul II has written that “in the case of future generations, the lay faithful must offer the very valuable contribution, more necessary than ever, of a systematic work in catechesis.” CUF has been a significant contributor in this area, having authored the critically acclaimed *Faith and Life* series for grades 1-8. This series, endorsed by the late Mother Teresa and judged in conformity with the *Catechism of the Catholic Church* by the U.S. bishops, has assisted parents, catechists, teachers, and CUF chapters for over a decade. For more information, call 1-888-316-2640.

Through prayer and the sacramental life, a Catholic nourishes his love for God. To help our members in the further development of their spiritual lives, our chapters are encouraged, with the support of the CUF headquarters, to sponsor retreats and evenings of recollection, and to foster participation in Eucharistic adoration, holy hours, and other public devotions. All CUF members are encouraged to make the consecration to the Sacred Heart of Jesus and the Immaculate Heart of Mary. The consecration is printed on the inside back cover of this booklet.



A CUF member's love and growing knowledge of God naturally leads him to a life of service realized most fully in the performance of the corporal and spiritual works of mercy (cf. Catechism, no. 2447). Consequently each member should strive to be a living witness to the faith at home, work, and one's parish.

CUF members long to draw all people to the Church in order to convert society. All our apostolic efforts to convert the world to Christ require patience, perseverance, charity, and Christian joy. †

Chapter Formation

In order to accomplish our apostolic work more effectively in individual localities, we encourage CUF members to form chapters whenever feasible. As such, chapters must reflect the qualities of patience, perseverance, charity, and Christian joy expected of all CUF members.

Chapters must be chartered by the international headquarters of Catholics United for the Faith and operate in accordance with the chapter bylaws to remain in good standing.



Leon J. Suprenant, Chairman of St. Maximilian Kolbe Chapter of Steubenville, Ohio, greets featured speaker, Fr. Ray Ryland.

The CUF Chapter: Focus of Catholic Identity

The CUF Chapter: Focus of Catholic Identity

Catholics United for the Faith is an association of lay Catholics, with supporting clergy and religious, who are loyal to the Holy Father and faithful to the teachings of the Church. CUF is neither “conservative” nor “liberal.” We hold fast to the traditions that the Church wishes to preserve, and we readily accept those changes which the Church in her wisdom chooses to make to meet the specific needs of our generation. We have no “agenda” other than to support, defend, and advance the Church’s efforts to make Jesus Christ known and loved by all. We, therefore, embrace without reservation *all* of the teachings, declarations, and decrees of the Second Vatican Council.

The first task of a CUF chapter is to unite Catholics who are loyal to the Pope and who accept—or are open to accepting—the spirit and principles of the CUF apostolate. As a practical matter, most Catholics who join a CUF chapter do so for the sake of mutual support and friendship. Many devout Catholics feel isolated today. They need the fellowship of others who might have concerns about the Church yet above all want to be faithful to the Pope and the Magisterium. By their very existence, CUF chapters fulfill this need.

In the original CUF brochure, published in 1968, CUF founder H. Lyman Stebbins wrote: “Catholics United for the Faith believes so strongly in the primacy of the spiritual and the power of the supernatural that it is convinced it could do an enormous work even if its members’ only activities were study, prayer, fasting, and works of mercy and love toward our neighbor. We believe that these are, necessarily and objectively, prerequisites for the effectiveness of any Christian work. Thus, they are in no way opposed to action in itself; they are opposed only to impatient, self-assertive, or quarrelsome action. CUF is strongly in favor of any action which will really serve that purpose stated in our Declaration: ‘to repair the dissent and disunity within the Church.’”

CUF members relentlessly affirm the primacy and indispensability of seeking first—and always—our own interior renewal. Then, in undertaking any action, we need to take to heart the teaching of Pope John Paul II quoted in the *Catechism of the Catholic Church* (no. 1889). There we are reminded that the way of charity involves discerning “the often narrow path between the cowardice which gives in to evil, and the violence which under the illusion of fighting evil only makes it worse.”

CUF chapters for 35 years have offered absolute resistance to attacks on the Catholic faith. But how this resistance is offered isn't simply a matter of preference, though of course there often are a wide range of legitimate ways of addressing such problems. We need to act with the mind and heart of the Church, in ways that actually build up the Church and in the process help us in our own sometimes elusive pursuit of holiness and virtue. Prayer, respectful and appropriate communication with those in authority, and education in Church teaching and practice are some proactive things that can be done. We'd all agree with Mother Teresa that the goal is to be faithful, not necessarily successful, but in practice the temptation to fudge on fidelity, civility, and charity for the sake of expediency can be very alluring and must be resisted at every turn.

CUF chapters do not form as a "response" to problems, but as a means for like-minded Catholics to gather for prayer, doctrinal and spiritual formation and education, fellowship, and apostolic action. Does that mean chapters aren't allowed to address problems that may exist? No. But such problems should not become the primary focus, and they must be addressed in ways that foster ecclesial communion. Further, chapters are encouraged to search out creative, proactive ways of "drowning evil with good" (Rom. 12:21), such as by providing alternative programs and courses.

Sometimes people expect CUF to be able to achieve certain "results." The fact is that in many situations there is nothing we can do to effect change, as we're ultimately not the ones in charge. But we must always, with God's grace, exercise Christian virtue as faithful disciples of Christ. We do what we can, and then we have to entrust the situation into the hands of our wise and merciful Lord, offering any lingering difficulties or frustrations in union with His redemptive sacrifice, realizing that personal reform is the necessary prerequisite for lasting institutional reform.

Identifying the local CUF chapter as the place where faithful Catholics can meet to enjoy friendship and mutual support provides in itself a very important service for the faith. By establishing a local *community* of believers the chapter truly acts as a leaven for the faith; bringing Catholics together on a regular basis for prayer, study, and companionship reinforces and strengthens their faith, and thereby strengthens the Church. CUF has received many letters over the years confirming this fact; some have even stated that their faith was saved by discovering, in CUF, others who shared their beliefs. Cardinal



Edouard Gagnon once suggested that CUF has saved many Catholics from joining Archbishop Lefebvre's traditionalist movement, which has separated itself from the authority of the Pope.

Chapters should therefore provide frequent opportunities for their members and friends to meet together on a social basis, just to enjoy the company of other faithful Catholics who share their commitment to the faith and who are aware of the challenges facing the Church in our day. Such social meetings would also provide good opportunities for potential members to become more familiar with the chapter.

In order to maintain the interest of members, chapter meetings should be inspirational, educational, and enjoyable. Chapter meetings always include prayer. They should also normally include education on some aspect of the Catholic faith. Most chapters usually have refreshments and social conversation at the end of every meeting. Serious attention should be given to ensuring that this third aspect of the chapter meeting is sufficient both in time and quality to satisfy the desires of members for social interaction; it should be regarded as an integral part of the meeting itself, not as an addition to the meeting.

It may be very practical as well as desirable to restrict the formal treatment of chapter business to an executive committee, composed of chapter officers and committee chairmen. The executive committee could meet periodically to plan the general meetings, spiritual activities, educational programs (lectures, etc.), and to plan and direct chapter projects. In general, this is far more efficient and less time consuming than trying to conduct chapter business with the entire membership present. It would also relieve most members of the work of planning chapter projects.

We need the support of as many vibrant, dedicated Catholics as we can get. Experience indicates that many more of these will come to a lecture, a social event, or a devotional program (such as a holy hour) than will come to regular chapter business meetings. Also, there are many people who actively participate in chapter functions who, despite their close involvement with CUF, do not consider themselves CUF members. Such people should be strongly encouraged to become members, for the strength of CUF in supporting, defending, and advancing the efforts of the teaching Church consists largely in the numbers of Catholics who join and support our apostolate. †

Forming a CUF Chapter

Forming a CUF Chapter

If at this point you are ready to go forward with forming a chapter, please contact us at 1 800-MY-FAITH for an application form. In order to fill out the application to establish a CUF chapter, you will need to do the following:

- (1) Contact others in your community who desire “to support, defend, and advance the efforts of the teaching Church” and who want to work with CUF to implement this program. At least four members are required to begin a chapter. Any member may act as Chairman initially until the election of officers.
- (2) Call an organizational meeting. At this meeting, those who are present vote first to organize themselves as a local chapter of CUF. They then adopt the chapter bylaws, which are to be found at the end of this manual. Then the members elect the following officers:

- Chairman • Vice-chairman • Secretary • Treasurer

If convenient, one person may occupy more than one office. Upon his election the Chairman takes over the conduct of the meeting.

It is most helpful for a chapter to have a spiritual advisor. This could be a bishop, priest, deacon, or religious. However, having a priest fill this role provides the chapter with someone who can give spiritual direction, hear Confessions, and offer Masses for the chapter. While it is not necessary to have a spiritual advisor, it is highly encouraged. You may want to discuss this with those helping to organize the chapter. Selecting the right person can greatly enhance the spiritual growth of chapter members.

- (3) Decide which activity(ies) should most engage your local efforts. It is always very helpful to have specific programs tailored to the varied challenges to faith experienced in your locality and approached in terms of a practical assessment of your capabilities in meeting them.
- (4) After identifying critical areas and evaluating your talents, draw up a general statement of your objectives and send it to CUF headquarters along with your application.



- (5) Establish a permanent mailing address. You can use the address of a member of your committee or rent a post office box at a nominal charge.
- (6) Try to offer your prospective members something to do immediately following the first meeting. This “something to do” will follow easily from your overall program and the reasons which prompted your coming into being.
- (7) At your first meeting, select a chapter name. Also at your first meeting, arrange a monthly Mass at your parish for the purpose of begging God’s special blessing upon our Holy Father and praying that his intentions may be fulfilled

CUF must require that all members of a local CUF chapter be members of our international organization. This means that contributions are to be paid to CUF directly or through the local chapter.

CUF asks a fixed, minimum amount for the annual membership contribution. However, average annual contributions must be considerably larger than the fixed amount in order to meet basic operating, legal, accounting, and other costs. Therefore, we implore those who can afford it to give much more generously.

- (8) Send your completed chapter application to CUF headquarters. This will include the proposed chapter name as well as the names, addresses, and phone numbers of all chapter founding members. If in the judgment of CUF headquarters a group applying meets the requirements, a chapter charter will be granted to it in writing. It remains a chapter in good standing so long as the charter is not revoked. Once chartered, the first act of a chapter should be the Consecration to the Sacred Heart and to the Immaculate Heart of Mary, which is found in the back of this booklet. †

Chapter Activities

Chapter Activities

Chapter meetings should be held regularly, preferably once a month. Meetings should start and end on time. Meetings should begin with the CUF prayer followed by a portion of the Liturgy of the Hours, the Rosary, or another spiritual devotion.

An important element of chapter meetings is the fostering of Christian friendships. This is facilitated by creating a welcoming environment and allowing time for socializing. Refreshments are encouraged before or after the meeting, or perhaps there can be a potluck before the meeting. Where possible, children's activities or baby-sitting should be considered to facilitate the participation of young families.

Chapters are encouraged to publish a newsletter and/or manage a chapter website where they can (a) publicize chapter activities; (b) promote the CUF apostolate and CUF's resources and activities; (c) encourage participation and collaboration in other worthwhile events in the area; and (d) provide sound, uplifting teaching through reprints and/or original material.

The business portion of the meetings may be reserved to members only; only members have the right to vote. Minutes must be kept by the secretary or other selected member.

Members should be encouraged to invite guests to meetings. All guests should be encouraged to join CUF. (In order to become a member of a CUF chapter, the minimum annual contribution along with the name, address, and phone number of the new member must be sent to CUF headquarters since only members recognized by CUF headquarters can be chapter members.)

While not attempting to provide an exhaustive list, following are practical ways that a chapter may implement its fourfold mission of prayer, study, fellowship, and apostolic activity.

Prayer

- Pray the Rosary together regularly
- Organize a parish / family Rosary night
- Attend or start a First Friday holy hour or other Eucharistic devotion
- Have a Mass or holy hour regularly
- Pray for vocations to the priesthood and religious life
- Pray for vocations to marriage and for family life
- Commemorate the Feast of the Sacred Heart, the Feast of the Immaculate Heart of Mary, or other feasts with a Mass or holy hour
- Promote Eucharistic adoration in local parishes

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- Perform the St. Louis de Montfort Consecration to Mary as a chapter
 - Make a retreat
 - Include Mass and Confession schedules for local parishes in your newsletter
 - Consecrate your families to the Sacred Heart
 - Visit a shrine or pilgrimage site as a chapter
 - Pray the Liturgy of the Hours as a chapter, within your home, or as individuals

Study

- Bring CUF speakers to your area to speak on different issues (call CUF for recommendations)
- Read good Catholic books and magazines, with a particular emphasis on *Lay Witness* and Emmaus Road titles, and pass them on to others (again, call CUF for recommended titles)
- Study Catholic apologetics
- Study the lives of the saints, offer to do a write-up in your parish bulletin/chapter newsletter
- Read from the writings of the saints at your meeting
- Study the *Catechism of the Catholic Church*
- Hold a Catholic Bible study
- Attend Catholic conferences in your area
- Keep abreast of what's going on in the Church
- Listen to or watch tapes of outstanding Catholic speakers
- Read papal encyclicals and Church documents
- Have group discussions on various issues
- Start a "Faith and Life Reference Library" (see article 11 of bylaws) for members and local community

Fellowship

- Host an annual dinner with a speaker
- Have refreshments and social time after each chapter meeting
- Regularly rent a good Catholic film and have a family video night, invite other Catholic families and have refreshments
- Have potluck dinners
- Have a summer picnic and invite lots of families and local pastor
- Hold "All Saints' Day" parties for kids
- Keep a chapter scrapbook
- Celebrate special feasts and liturgical seasons in your chapter, parish, and family



- Make a chapter banner
- Represent CUF at other local events

Apostolic Activity

- Be involved in your parish and diocese
- Publish a chapter newsletter
- Teach religion classes in your parish and school
- Volunteer to teach RCIA classes
- Help found religious instruction classes and programs
- Promote CUF's *Faith and Life* elementary catechism series
- Sponsor a retreat for families, adults, youth, or any group (call CUF for speaker and topic recommendations)
- Target teens and young adults for an all-night vigil in support of pro-life efforts in your area
- Sponsor a one-day conference (call CUF for speaker and topic recommendations)
- Invite others to come to your regular meetings
- Buy a spot for CUF activities or ads in your diocesan/parish bulletin
- Advertise Catholic events in your area
- Write letters in support of your bishop and local clergy, especially on their anniversaries
- Foster respect for clergy
- Ask priests, religious, and lay leaders to give short talks at monthly meetings
- Call local religious radio stations and offer your chapter as spokesperson
- Bring EWTN into your area if it isn't already available
- Give *Lay Witness* to local parishes, Catholic schools, and colleges
- Get involved in local pro-life activities
- Volunteer to set up a CUF table at a Catholic conference
- Recommend good Catholic colleges for young people
- Look into a Catholic hour on a local public access cable or Catholic radio station to advertise CUF
- Have a publicity department to advertise your chapter's activities
- Write letters to congressmen on pro-life or other issues
- Do a fundraiser for CUF
- Support families in the area, especially those experiencing hardship †

Chapter Bylaws

Chapter Bylaws

ARTICLE ONE—Name, Location, Status

This chapter is called the [insert name] Chapter, Catholics United for the Faith, of [insert city, state]. It is a voluntary, unincorporated association of citizens residing in and around the chapter area. This chapter is chartered by Catholics United for the Faith, 827 North Fourth St., Steubenville, OH, and is subject in all relevant respects to the rules, regulations, and determinations of Catholics United for the Faith.

ARTICLE TWO—Purpose

The purpose of this chapter is to provide a local, organized structure for carrying on the work of the lay apostolate according to the principles, policies, and spirit of Catholics United for the Faith (CUF) in close cooperation with CUF headquarters in order to support, defend, and advance the efforts of the teaching Church.

ARTICLE THREE—Membership

- (1) This chapter is a voluntary association of CUF members who agree among themselves to work together in the CUF apostolate. While non-members of Catholics United for the Faith are encouraged to participate in the chapter's activities, non-members of CUF may not hold office or in any way assume a leadership role in the chapter.
- (2) Any member who engages in conduct or activities detrimental to the best interests of this chapter or of Catholics United for the Faith may be expelled, after reasonable notice and hearing, by the vote of two-thirds of the chapter membership present at any meeting of that membership. Nothing in this section shall be construed as curtailing the unqualified right of Catholics United for the Faith to terminate the membership of any individual or chapter, with or without stated cause.
- (3) Membership in the international apostolate of Catholics United for the Faith ordinarily consists in having submitted to CUF headquarters, or to the Chapter Treasurer, the annual contribution recommended for sustaining membership in the international CUF apostolate.

ARTICLE FOUR—Officers

- (1) The permanent officers of this chapter shall be a Chairman, Vice Chairman, Secretary, and Treasurer.
- (2) The Chairman shall be the chief executive officer of the chapter and shall preside at all meetings of the chapter. He should report at least annually to CUF headquarters. He shall ensure that all reports and special correspondence required by these bylaws be made and carried on in a timely manner. He should send CUF headquarters copies of all regular chapter correspondence. The Chapter Chairman may call, write, or email CUF headquarters whenever he encounters problems or has suggestions.
- (3) The Secretary shall keep the minutes of all meetings of this chapter and shall promptly send a copy of such minutes to CUF headquarters. He shall notify members of meetings, make such reports to and carry on such correspondence with the Chapter Coordinator as are required by these bylaws, and shall perform such other duties as may be assigned to him by the Chairman.
- (4) The Treasurer shall receive and have custody of funds contributed or otherwise accruing to the chapter and shall disburse such funds as required in order to carry on the activities approved by the chapter. In the event that annual membership contributions are given to the chapter for the purpose of forwarding them to CUF headquarters, the Treasurer shall so forward them.

ARTICLE FIVE—Election of Officers

- (1) The annual election of permanent officers shall take place at the same time each year. The newly elected officers shall thereafter take office at the next chapter meeting (the old officers remaining in office in the interim).
- (2) Only CUF members have the right to vote. Thirty days' notice shall be given to the membership of a chapter of any meeting at which one or more permanent officers are to be elected. Such notice shall specify the time, place, and the date of the meeting in question, and shall also specify the permanent officers to be elected at that meeting. However, if a permanent office becomes vacant at a meeting because the officer holding that office at the beginning of the meeting is elected to another office for which there has been a proper notice of election, the office thus vacated may be filled by election at the same meeting.

ARTICLE SIX—Committees

Committees shall be constituted by a chapter as deemed necessary by the Chairman.

ARTICLE SEVEN—Meetings

- (1) Chapter meetings shall be held regularly during the year on a date to be determined by the membership at the preceding meeting.
- (2) Special meetings may be called at any time by the Chairman, with reasonable notice given to the entire membership. No literature may be distributed at any meeting of this chapter unless it shall have been approved beforehand by the Chairman.
- (3) If desirable, regional meetings of neighboring chapters shall be held to bring together individual members and chapters for conferences, retreats, fundraisers, picnics, and the like. Such meetings may be coordinated through CUF headquarters for scheduling and other purposes.

ARTICLE EIGHT—Financial Responsibility

CUF headquarters shall not be responsible for any financial liabilities incurred by any chapter, except as expressly authorized by CUF headquarters. Further, CUF's status as a tax-exempt corporation pursuant to § 501(c)(3) of the Internal Revenue Code does not extend to CUF chapters.

ARTICLE NINE—Manner of Acting

- (1) Communications or correspondence in the name of CUF is reserved exclusively to CUF headquarters. A chapter is permitted to represent and speak in the name of the chapter only, and only within the diocese in which the chapter is located.
- (2) Only the officers of a chapter may speak or write to anyone in the name of the chapter. The chapter may correspond with the bishop and auxiliary bishops of its diocese, but in this as in other cases the chapter must identify itself as a *chapter* of CUF, and such correspondence should follow the protocol established by CUF headquarters.
- (3) Nothing in this Article is to be construed as limiting the right of any officer or member of a chapter to correspond or write letters to anyone in his own name.

ARTICLE TEN—Required Reports and Correspondence

The following reports and correspondence will be sent to CUF headquarters by the Chapter Secretary.

- (1) Each September a roster of names, addresses, and phone numbers of members is to be sent to CUF headquarters by all chapters and is to be received by October 1st. This will enable CUF headquarters to have an annual membership update. If possible, the chapter should also send in the names and addresses of those who habitually attend chapter functions but are not members, so that CUF headquarters may send invitations to them to join.
- (2) A report of chapter activities, which includes all activities of the chapter and members in the lay apostolate, even such as are not done “officially” in the name of CUF, should be sent periodically.
- (3) A list of chapter officers, with their addresses and telephone numbers, as soon as these are known and immediately after the election or appointment of any new officers.
- (4) Copies of the minutes of all meetings of this chapter, which should include the location, time, and date of the meeting.
- (5) Copies of all official chapter notices, correspondence, newsletters, etc.

ARTICLE ELEVEN—Faith and Life Reference Library

Each chapter is encouraged to maintain a Faith and Life Reference Library containing at least one copy of:

- The Holy Bible
- *Catechism of the Catholic Church*
- Documents of Vatican II
- Current issues of *Lay Witness*
- Credo of the People of God
- *Humanae Vitae*
- *Catechesi Tradendae*
- *Familiaris Consortio*
- *Christifideles Laici*
- General Directory of Catechesis
- One complete set of the *Faith and Life* elementary catechism series
- *Ut Unum Sint*



- *Evangelium Vitae*
- *I Believe in Love* by Fr. Jean d'Elbee
- *Soul of the Apostolate* by Dom Jean-Baptiste Chautard
- *Modern Catholic Dictionary* (or *Pocket Catholic Dictionary*)
by Fr. John Hardon, S.J.
- *Haurietis Aquas* (on devotion to the Sacred Heart)

Chapter Chairmen may request from CUF headquarters the titles of other books recommended for the library. All CUF members and chapters are eligible for reduced rates on books and other materials by calling Benedictus Books at (888) 316-2640.

ARTICLE TWELVE—Faith and Life Activity

The chapter shall determine what work is appropriate for the chapter by assessing the members' talents and by considering the conditions of Catholic life in local parishes or diocese. Members must be concerned with spiritual and corporal works of mercy.

The CUF chapter must provide a faithful, prayerful, and constructive witness in its diocese.

ARTICLE THIRTEEN—Study of These Bylaws

These bylaws shall be read in their entirety by all founding members of the chapter prior to submitting an application to charter a new chapter. Article One, Two, and Three of these bylaws shall be read to the entire chapter membership at the first meeting of each new year. †

*Contact Emmaus Road Publishing, CUF's publishing arm, at (800) 398-5470 for information on Bible studies and other materials for group studies.

Consecration of CUF Members to the Sacred Heart of Jesus and to the Immaculate Heart of Mary

Mary Immaculate, Mother of God and our Mother, living tabernacle of the Divinity, sure refuge of sinners; we, the members of Catholics United for the Faith, renew today before you the consecration of our apostolate and all its activities to the Sacred Heart of Jesus and to your Immaculate Heart.

In the presence of all the heavenly court we acknowledge you as our Mother and Queen. We deliver and consecrate to your Immaculate Heart our bodies and souls, our goods, both interior and exterior, and the value of all our good actions—past, present and future; leaving to you the entire and full right of disposing of us, and all that belongs to us, without exception, according to your good pleasure, in order that we may support, defend, and advance the efforts of the teaching Church, and spread the reign of the Sacred Heart of Jesus throughout the world for the glory of God the Father, to bring all men to redemption and salvation, and through them to establish the right relationship of the entire world to Christ.

O faithful Virgin, make us in all things perfect disciples, imitators, and servants of the Sacred Heart of Jesus. Ask Him to send us His Holy Spirit, the Spirit of Truth, that we may always remain faithful to His Vicar the Pope, and to the Magisterium of His Holy Catholic Church, that we may always place His will and glory before our personal concerns and preferences, that we may strive to make His Sacred Heart more loved and honored among men and that we may serve Him well in the apostolate of the laity and be received in heaven by Him and by you, dearest Mother, when our life's work has been fulfilled.

Amen

“Trust the Church of God implicitly even when your natural judgment would take a different course from hers and would induce you to question her prudence or correctness. Recollect what a hard task she has; how she is sure to be criticized and spoken against, whatever she does; recollect how much she needs your loyal and tender devotion; recollect, too, how long is the experience gained in 1800 years; and what a right she has to claim your assent to principles which have had so extended and triumphant a trial. Thank her that she has kept the faith safe for so many generations and do your part in helping her to transmit it to generations after you.”

—CARDINAL JOHN HENRY NEWMAN



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