

**PLAN OF FORMATION
FOR
SAINT ANNE FAMILY**

1st Edition. Zaragoza, July 2018.

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PRESENTATION

Being a part of Saint Anne Family is an identity; a vocation. It means to have received a special gift that we want to live in daily life, in our relationships and in the responsibilities and activities we carry out: the Charism of Universal Charity, chiefly to the poorest and the neediest, through the practice of Hospitality to the point of heroism.

This gift has been given to us as a seed that needs care, to grow and develop, because of this, in the Basic Document, we say one of our traits of identity (portrait) is the will to receive formation in the human, spiritual and charismatic fields (Ref.BD 4.j).

For this, we present this Plan which aims to help us to live what we are in an increasingly deeper and fuller way. It is inspired by the Formative Charismatic Itinerary "Journey of Hospitality", and covers all life. It consists of 3 stages (Initial, Systematic and Permanent) that follow -with slight variations- a common scheme. It also includes a section on Finance and a Glossary of terms.

It is a Plan with a universal scope, elaborated with the involvement and contribution of all SAF members, Sisters and Laity, from the different continents, based on the experience of each one, which is "common for all" and emphasizes what is most important: the growth in us of the Gift we have received. As expressed in the objectives and reminded in the methodology, its purpose is learning and living experiences, acquiring not only a theoretical knowledge, but also progressively the style and spirituality of the SAF.

And, at the same time, precisely because of the plurality of richness of our family, it is a Plan that needs to be developed with appropriate materials for each place, and that has to be applied with flexibility according to the situation of the people in the different contexts, particularly in terms of timing, ages of the people who follow it, and specific religious contents.

I. INITIAL FORMATION

DESTINATARIES (For whom?)

All those persons who feel moved by the Charism of Universal Charity through the practice of Hospitality and want to join this Charismatic Family.

STRUCTURE

This stage is composed by 5 sections:

1. Human Formation.
2. Christian & Ecclesial Formation.
3. Prayer and Spiritual Formation.
4. Charismatic Formation.
5. Formation for the Mission.

According to the needs and situation of the groups, the order of these sections would be flexible.

Although we invite all members to follow the Section 2, this one is compulsory only for Christians.

OBJECTIVES (For what?) & CONTENTS (What?):

General Objective

To make known the Charism and style of our Charismatic Family and to offer an initial experience of them to those who want to be part of it, to help them in their integral growth and in their discernment.

Specific Objectives and Contents:

Section 1. Human Formation

Objective: To work on self-knowledge and human relations and identify our motivations to join this family.

Contents:

- 1.1. Self-knowledge, awareness of self-motivations and one's life journey.
- 1.2. Human relations. Group/community.
- 1.3. Sense of belonging to a group/community.
- 1.4. Team work.

Section 2. Christian & Ecclesial Formation

Objective: To know and/or to deepen in the Christian identity.

Contents:

- 2.1. Who is Jesus?
 - 2.1.1. Life and message of Jesus, according to the Gospel.
 - 2.1.2. The call to follow Jesus.
- 2.2. Mary, Mother of Jesus.
 - 2.2.1. Woman of faith.
 - 2.2.2. Model of life.
- 2.3. Introduction to the Bible:
 - 2.3.1. History of Salvation.
 - 2.3.2. Structure: Parts and Books. How to find a biblical quotation?
- 2.4. The Church and the mission of the Lay in it:
 - 2.4.1. What is the Church and who makes it up?
 - 2.4.2. Types of Documents of the Church (do not explain contents).
 - 2.4.3. Role of the Laity in the church according to Christifideles Laici and other recent documents of the Church.

Section 3. Prayer and Spiritual Formation

Objective: To feel the need of prayer to strengthen our spiritual life.

Contents:

- 3.1. Prayer as a personal encounter with God.
- 3.2. Need of prayer.
- 3.3. Spaces and tools for prayer. Initiation to Silence.
- 3.4. Ways of Prayer.

3.5. Prayer and life transformation.

Section 4. Charismatic Formation

Objective: To know the Saint Anne Family (SAF), the life of the Founders and the Charism we share.

Contents:

4.1. Founders. Biography.

4.1.1. Father John Bonal.

4.1.2. Mother María Ràfols.

4.2. Charism:

4.2.1. What is the meaning of “Charism”?

4.2.2. Which is our Charism? Universal Charity, chiefly with the poorest and the neediest, through the practice of Hospitality to the point of heroism.

4.2.3. How to live and practice our Charism in our daily life.

4.3. SAF:

4.3.1. Presentation and deepening of the Basic Document (Sections 1-5 and 8-9).

4.3.2. The process followed by the SAF in our Province or Delegation; and History of our Group or Laitly Community.

Section 5. Formation for the Mission

Objective: To know the mission of our Charismatic Family and how we express it.

Contents:

5.1. Mission: To be a channel of God’s love.

5.2. Distinction between mission and task. Consciousness of being sent.

5.3. Ways of commitment and participation (Basic Document, Sections 6-7 and 9)

TIME (When?)

This formation stage would take approximately one year.

It is convenient to prepare a calendar of the formation encounters and distribute it at the beginning.

METHODOLOGY (How?)

1. The methodology would be active, participative, attractive, joyful, and creative, that helps the progressive deepening, and flexible, according to the needs of the groups and places; it will include moments of personal and group reflection.
2. In this initial stage, it is convenient to create an atmosphere where everyone may feel welcomed and cared for reciprocally.
3. The collaboration and cooperation of all the members according to their capacity should be fostered.
4. The purpose is to acquire not only theoretical knowledge, but also, in a progressive way, the spirituality and style of SAF.
5. It is important to fix a date to start the formation, because late incorporations, once the stage has begun, may interfere in the formative process of the others.

IN-CHARGE (With whom?)

1. General Councillor in charge of SAF with her team:

- 1.1. Guidance and follow up of the Formation Plan.
- 1.2. Revision and improvement of the Plan, when needed.

2. Province/Delegation Councillors in charge of SAF together with their teams:

- 2.1. Planning the formation.
- 2.2. Coordination of the elaboration of the materials for the topics, with their methodological orientations and activities, and send them all to each Coordinator, before the beginning of this stage of Formation.

- 2.3. Providing support and formation to the sisters in charge and lay coordinators of the groups if needed.
- 2.4. Revision and improvement of the materials whenever needed.
- 2.5. To fix the date to start this stage, in consultation with the local coordinators (in each country can be a different time), to avoid joining it once started.

3. Sisters in charge and Lay Coordinators at local level, together with their teams:

- 3.1. Preparing the formation schedule.
- 3.2. Preparing the formation encounters according to the material received, and assuming or distributing the different tasks (The Sister in charge or the local coordinator may invite a person who has some knowledge of the topic or has completed the initial formation to collaborate in the formation).
- 3.3. To maintain records of attendance.

4. Participants (members):

- 4.1. Active involvement in the different meetings.
- 4.2. Regular attendance to the formation meetings (To consider this stage completed it would be necessary to have attended at least the 75% of the meetings).

EVALUATION

1. At the end of every topic, both the participants (members) and in-charges would evaluate:
 - 1.1. The content.
 - 1.2. The methodology.
 - 1.3. The time and place.
 - 1.4. The resource persons (speakers, facilitators).
 - 1.5. What did I learn? And what is my commitment?
 - 1.6. How has been my personal experience in this formation?

- 1.7. Strengths and things to improve.
2. In addition, the in-charges would evaluate if the objective has been achieved.
3. The results of this evaluation will be summarized by each Sister in-charge and/or Lay Coordinator, and sent to the Province or Delegation Councillor in-charge of the Field of SAF who would analyse them (if possible with her team).
4. The summary of this analysis will be sent to the General Councillor in-charge of SAF once a year.

II. SYSTEMATIC FORMATION

DESTINATARIES (For whom?)

People who have completed the initial formation stage (or, in the case of the laity, who have fulfilled its objectives on the basis of the criteria established by the Provincial Team of SAF), and wish to continue their experiential and charismatic journey, integrating the knowledge and the experience of the Charism in their personal growth.

STRUCTURE

This formation stage is structured on the basis of three experiences: SALZ, JAR OF LILIES AND CRYPT, which are preceded by the experience of the THRESHOLD, which we consider the gateway for each of them, because it acts as a dynamic and questioning force that asks for the meaning of everything.

These experiences are linked to the three fundamental features of our spirituality as a Charismatic Family: HOSPITALITY, HUMILITY and HEROISM.

OBJECTIVES (For what?) and CONTENTS (What?)

GENERAL OBJECTIVE

To live the experiences that offer the chance to help to configure our identity as members of this Charismatic Family.

EXPERIENCE OF SALZ: Passing from superficiality to depth.

Objective:

To develop the ability to see beyond appearance to reread the reality and the signs of the times, in order to deepen in the meaning of our life and our action.

Content:

Part 1. Threshold: Moving from stagnation to search

- 1.1. Brief introduction to this stage of Systematic Formation and of the Experience of Salz in this context.
- 1.2. Explanation of the symbol (Salz) in connection with the biography of Fr. John Bonal and the Person of the Trinity who is the reference for this experience (God the Father: Mk 12: 28-33; 1Jn 4:8).
- 1.3. To acknowledge my personal situation at the beginning in relation with Spirituality: attitudes I live which show in me the stagnation, search, superficiality and depth.

Part 2. Contemplation in action

- 1.1. God as a loving Father.
- 1.2. Listening to the Word (Scripture), spiritual reading and silence.
- 1.3. Special moments of prayer and commitment.
- 1.4. Mary, as woman opened to God's Plan.

Part 3. Founders

3.1. Fr. John Bonal: beggar in the name of God

- 3.1.1. His life and search for God: seeing beyond reality and answering to God's call.
 - 3.1.1.1. As Teacher.
 - 3.1.1.2. As Chaplain ("Pasionero").
 - 3.1.1.3. As Founder.
- 3.1.2. The "Veredas" (paths):
 - 3.1.2.1. Obedience and total surrender to God.
 - 3.1.2.2. Journey of Humility, Gratuitousness, Solidarity and Listening.
 - Humility: to beg and to assume difficulties and rejections.
 - Gratuitousness: anonymous / unrecognized service.
 - Solidarity: Charity to all, being attentive to the needs of those who are far and near.

- Listening: pastoral apostolate as priest.
- 3.1.2.3. The Salz, place of experience of God (including his “last vereda” towards the Father’s house).

3.2. María Ràfols and First Sisters: Deep prayer life which helped them to see God in all and everyone, in their daily life.

Part 4. A believer's reading of reality

- 4.1. Looking and analysing the contexts that surround us.
- 4.2. Sharing our faith experience and allowing ourselves be challenged by the community or group in our growth process.
- 4.3. Revising our life in the light of the Gospel to recognize in it the History of Salvation.

Part 5. Spirituality of the Charismatic Family

- 5.1. Introduction to the Spirituality of SAF: Hospitality-Humility-Heroism.
- 5.2. Hospitality:
 - 5.2.1. Biblical roots.
 - 5.2.2. History of our Charism and renewing it (in our personal and community life).

EXPERIENCE OF THE JAR OF LILIES: Passing from passivity to creativity.

Objectives:

- 1. To recognize the presence of the Spirit in our life and allow Him to lead us in order to assume the Mission.
- 2. To discover the places and ways where the gestures of Charity become incarnation of Love, chiefly to the poorest and neediest.

Content:

Part 1. Threshold: Moving from stagnation to search

- 1.1. Brief introduction to the stage of Systematic Formation and of the Experience of the Jar of Lilies in this context.

- 1.2. Explanation of the history and symbol of the Jar of Lilies in connection with the mission of the Congregation (first) and the SAF (afterwards), and the Person of the Trinity who is the reference for this experience (Holy Spirit: Mt 25: 34-40. Lk 4:18-21)
- 1.3. To acknowledge my personal situation at the beginning in relation with Commitment: attitudes I live which show in me the stagnation, search, passivity and creativity.

Part 2. Mission in the life of our Founders and Mother Pabla Bescós

2.1. Mother Maria Ràfols and the First Sisters: A creative and fearless Love made service (responding to the needs of their time).

2.1.1. In the Hospital:

2.1.1.1. Breaking boundaries of their time:

- They attended both women and men.
- They studied for a better service to the sick (phlebotomy).
- They worked as a team (meanwhile the Board of Directors, Sitiada, did not).
- They transformed the situation of the Hospital (managing the wards).

2.1.1.2. A book of life from silence:

- "During 50 years serving noiselessly every day¹".
- Her ministry in the sacristy (Flowers, etc.)²

2.1.2. During the war:

2.1.2.1. Peacemakers by serving the wounded both friends and foes.

2.1.2.2. Courage:

¹ Ref. J.L. Martín Descalzo: "The True Face of María Ràfols", Chapter VII.

² Ref. J.L. Martín Descalzo: "The True Face of María Ràfols", Chapter X.

- Rescuing the prisoners condemned to death (hiding them among the dead bodies).
 - Crossing the battlefield to rescue mentally challenged and requesting food and water before the French General (Lannes).
- 2.1.3. In the abandoned children department (“Inclusa”):
- 2.1.3.1. With the children and wet nurses (Voice of the voiceless and justice).
 - 2.1.3.2. Pioneering foster families and vocational training (they make the older children to learn a vocational course).
- 2.1.4. When in jail and in exile:
- 2.1.4.1. An open door to hope (helping the women who were with her).
 - 2.1.4.2. Humility with which she conducted herself in all circumstances.
 - 2.1.4.3. Taking the opportunity to unite the two sisterhoods (Zaragoza & Huesca).
- 2.2. **Fr. John Bonal:** Apostle of Charity to all those nearby him (sick, prisoners, poor, abandoned women, simple flock, etc.)
- 2.3. **Mother Pabla Bescós:** mission without boundaries.
- 2.3.1. Brief history.
 - 2.3.2. Her contribution in the expansion of the Congregation.

Part 3. Mission of the SAF

- 3.1. The action of the Holy Spirit in us: sending and accompanying.
- 3.2. Mary, as woman committed to God’s plan, opens us to the mission (Ref. Const. 10).
- 3.3. Universal Charity:
 - 3.3.1. To the whole person and to everyone (family, church, world).
 - 3.3.2. Inculturation.
 - 3.3.3. Presence of SAF in the world.
- 3.4. Vocation and Mission of the Laity (ChL) and Consecrated Life (VC) in the Church.

- 3.5. Shared Mission.
- 3.6. Commitment: Witnessing in our being and doing.

Part 4. Values that form our Identity

- 4.1. Introduction to the values of SAF (ref. Const. 3, BD 4)
- 4.2. Values to highlight in this experience:
 - 4.2.1. Welcoming and nearness.
 - 4.2.2. Simplicity and joy.
 - 4.2.3. Availability and hard work.

Part 5. Spirituality of the Charismatic Family

- 5.1. Introduction to the Spirituality of SAF: Hospitality-Humility-Heroism.
- 5.2. Humility:
 - 5.2.1. Biblical roots.
 - 5.2.2. Our Style of life: along the history and in our personal and community life.

EXPERIENCE OF THE CRYPT: From egocentrism to oblation.

Objective:

To help each other to live Charity in the style of our Founders, moving from the self-centredness to self-surrender in the heroism of everyday life.

Content:

Part 1. Threshold: Moving from stagnation to search.

- 1.1. Brief introduction to the stage of Systematic Formation and of the Experience of the Crypt in this context.
- 1.2. Explanation of the symbol (Crypt) in connection with the Founders and First Sisters, and the Person of the Trinity who is the reference for this experience (God the Son: 1Cor 13:1-13; Jn 15:13)
- 1.3. To acknowledge my personal situation at the beginning in relation with Fraternity: attitudes I live which show in me the stagnation, search, egocentrism and self-surrender (self-sacrificing love).

Part 2. Jesus, centre of our faith (Ref. OL 77)

- 2.1. Jesus, manifestation of the love and mercy of God the Father.
- 2.2. The Eucharist as offering and sacrifice (Mk 14:22ff / Mt 26:26ff / Lk 22:14ff / 1Cor 11:23-25).
- 2.3. The Paschal Mystery:
 - 2.3.1. Total surrender, giving his life (Jn 13:1).
 - 2.3.2. Passion and death.
 - 2.3.3. "Standing close to Jesus's cross was Mary, his mother..." (Jn 19:25).
 - 2.3.4. Love stronger than death.
- 2.4. The commandment of Love (Jn 15:12-13).
- 2.5. My experience with Jesus.

Part 3. The Charism of Charity, a gift of the Holy Spirit

- 3.1. Charity in the Sacred Scripture.
- 3.2. Charity in the life of our Founders and in our Charismatic Family.
 - 3.2.1. Universal Charity (brief summary, ref. Experience of the Jar of Lilies).
 - 3.2.2. Chiefly to the poorest and the neediest.
 - 3.2.3. Through the practice of Hospitality.
 - 3.2.4. To the point of heroism (brief summary, ref. Founders and Spirituality in the Experience of the Crypt).
- 3.3. Implications in our own life.

Part 4. Founders

4.1. Mother María Ràfols

- 4.1.1. Experiences of uprooting, vulnerability and strength.
- 4.1.2. Foundress and Superior: Leadership and Fraternity (forgiveness, reconciliation and communion).

4.2. María Ràfols and First Sisters, Love without limits

- 4.2.1. Universality (brief summary, ref. Experience of the Jar of Lilies).

- 4.2.2. Self-surrender to the point of heroism: doing the great and best possible good in daily life (“despintes³” donating their food, being affected by contagious diseases, sharing the situation of those whom they served).

4.3. Fr. John Bonal, Hero of Charity

- 4.3.1. The humiliations he underwent in forming the sisterhood and serving the poor.
- 4.3.2. Efforts to follow a shared dream (the Founders kept in touch despite the difficulties they had).

Part 5. We are called to build fraternity in the Family as the First Sisters

- 5.1. Sense of family, witness of fraternity.
- 5.2. Welcoming, listening and valuing each other, with full detail.
- 5.3. Collaboration, generosity and team work.
- 5.4. Communion:
 - 5.4.1. Forgiveness and reconciliation.
 - 5.4.2. Unity in mission.

Part 6. Values that form our Identity

- 6.1. Introduction to the values of SAF (ref. Const. 3, BD 4).
- 6.2. Values to highlight in this experience:
 - 6.2.1. Poverty, austerity.
 - 6.2.2. Risk and abnegation.

Part 7. Spirituality of the Charismatic Family

- 7.1. Introduction to the Spirituality of SAF: Hospitality-Humility-Heroism.
- 7.2. Heroism:
 - 7.2.1. Biblical roots (Jn 13:1. Jn 12:24)
 - 7.2.2. Actualization of a self-sacrifice “with the greatest care, with full detail, with all love” (in our personal and fraternal life).

³ Ref. J.L. Martín Descalzo: “The true face of María Ràfols”, Chapter IX.

TIME (When?)

1. This plan is divided in three experiences (Salz, Jar of Lilies and Crypt) which are developed in a cyclic way, being possible to start from any of them until we finish all three.
2. The duration of this formation will be flexible, according to the needs of the groups; but it will take at least one year for each one of the experiences, which means a minimum of 3 years to complete it.
3. It is convenient to prepare a calendar of the formation encounters and distribute it at the beginning of each experience.

METHODOLOGY (How?)

1. As in initial formation:

- 1.1. The methodology would be active, participative, attractive, joyful, and creative, that helps the progressive deepening, and flexible, according to the needs of the groups and places; it will include moments of personal and group reflection.
- 1.2. It is convenient to maintain an atmosphere where everyone may feel welcomed and cared for reciprocally.
- 1.3. The collaboration and cooperation of all the members according to their capacity should be fostered.
- 1.4. The purpose is to acquire not only theoretical knowledge, but also -in a progressive way- the style and spirituality of SAF.
- 1.5. It is important to fix a date to start the formation, because late incorporations, once the experience has begun, may interfere in the formative process of the others.

2. Specifically, in this stage:

- 2.1. We have followed the structure of the Formative Charismatic Itinerary (FCI) as a pedagogical tool to distribute the contents in such a way that they may help us to take/live the steps of

the different experiences (Threshold, Salz, Jar of Lilies and Crypt).

- 2.2. We are aware that the contents form one unit and each one of them could be developed from the perspective of all the experiences. For this reason, some of the contents appear repeatedly, although it is specified in brackets the reference of the place where they are developed in a more extensive way. Even though, in the 3 years we propose for the Systematic Formation it is not possible to cover completely all the contents, for that we'll continue deepening in them in the Permanent Formation.
- 2.3. In each one of the experiences, we would emphasize some of the topics we consider that must appear in all of them:
 - 2.3.1. The Spirituality is presented in each experience as a whole and, following, we deepen only in one aspect (one of the three "H": Hospitality, Humility and Heroism).
 - 2.3.2. In the topics dedicated to the Founders, always the first one we mentioned will be taken in a deeper way, meanwhile the other one will be briefly mentioned.
- 2.4. It is necessary to invite the participants to share their experience as much as possible. This is particularly important in reference to how we live our charism in our daily life and our mission.
- 2.5. The Word of God would be used to support and enlighten the content; at the same time it would help the participants to know it and to use it.

IN-CHARGE (With whom?)

1. General Councillor in charge of SAF with her team:

- 1.1. Guidance and follow up of the Formation Plan.
- 1.2. Revision and improvement of the Plan, when needed.

2. Province/Delegation Councillors in charge of SAF together with their teams:

- 2.1. Planning the formation.
- 2.2. Coordination of the elaboration of the materials for the topics, with their methodological orientations and activities, and send them all to each Coordinator, before the beginning of each experience of this Formation.
- 2.3. Providing support and formation to the Sisters in charge and Lay coordinators of the groups if needed.
- 2.4. Revision and improvement of the materials whenever need.
- 2.5. To fix the date to start this formation (with the experience that cyclically correspond), in consultation with the local Coordinators, to avoid joining it once started.
- 2.6. To define the criteria to validate (total or partial) the Initial Formation in order to start the Systematic one.

3. Sisters in charge and Lay Coordinators at local level, together with their teams:

- 3.1. To plan the formation schedule and propose the moment to start it (in connection with the formator).
- 3.2. To maintain records of attendance.

4. Formators:

- 4.1. They should have previously completed the Systematic Formation; if not, they should be appointed for this task by the SAF In-charge of their Province / Delegation after considering the identity and capability of the person.
- 4.2. Their tasks would be:
 - 4.2.1. To establish the formation Schedule (in connexion with the sisters in-charge and local coordinators)
 - 4.2.2. To prepare and animate the formation meetings according to the materials received.

5. Participants (members):

- 5.1. Active involvement in the formation experiences.
- 5.2. To do some task at home to continue deepening.
- 5.3. Regular and punctual attendance to the formation meetings
(To consider each experience completed it would be necessary to have participated actively in at least the 75% of the meetings).

EVALUATION

- 1. At the end of every section**, the participants (members) would evaluate:
 - 1.1. What did I learn? And what is my commitment?
- 2. At the end of each experience**
 - 2.1. The participants will evaluate:
 - 2.1.1. The content.
 - 2.1.2. The methodology.
 - 2.1.3. The time and place.
 - 2.1.4. The resource persons (speakers, facilitators).
 - 2.1.5. How has been my personal experience in this formation?
 - 2.2. The formators / in-charges would evaluate if the objectives have been achieved and if the materials and methodology were appropriate to reach them.
 - 2.3. Both participants and in-charges:
 - 2.3.1. Strengths and things to improve.
- 3. The results of this evaluation** will be summarized by each Sister in-charge (and/or Lay Coordinator) and sent to the Province/Delegation Councillor in-charge of the Field of SAF who would analyse them (if possible with her team).

4. The summary of this analysis will be sent to the General Councillor in-charge of SAF once a year.

III. PERMANENT FORMATION

DESTINATARIES (For whom?)

The Permanent Formation of the SAF is addressed to all SAF members; including those who are involved in other stages of formation.

STRUCTURE

The stage of Permanent Formation includes 4 dimensions:

1. Human-social dimension.
2. Spiritual-religious dimension.
3. Charismatic-congregational dimensions.
4. Pastoral dimension.

It will be programmed taking into account different worldwide, ecclesial, congregational and local events or celebrations.

OBJECTIVES (For what?)

General Objective:

To help the persons in their progressive and harmonious growth towards the fullness of their specific vocation, to serve the mission, according to the Charism of our Family.

Specific Objectives:

1. To favour the personal and community growth of the SAF members and the betterment of their interpersonal relationship.
2. To strengthen the spiritual and religious life of the SAF members in order to help them to live fully their specific vocation.
3. To deepen the charism and spirit of this Charismatic Family to grown in our identity.

4. To take interest in following the special events of the life of SAF to strengthen their sense of belonging.
5. To update their pastoral knowledge to live faithfully the mission of our Founders in the world.
6. To make it possible for people who have been involved in Systematic Formation to become active agents of this Plan of Formation.

CONTENT (What?)

The contents of the Permanent Formation would include:

1. Human-social dimension:

- 1.1. Interiorization, integration of oneself, etc.
- 1.2. Social abilities, assertive communication and conflict resolution.
- 1.3. Leadership and teamwork.
- 1.4. Social commitment and involvement: Ecology, justice and equality, cooperation to development, non-violence, migrants and refugees, International days, etc.

2. Spiritual-religious dimension:

- 2.1. Prayer.
- 2.2. Bible.
- 2.3. Christology and Mariology.
- 2.4. Liturgy: Concept, Liturgical Seasons, Liturgy of the Hours.
- 2.5. Spiritual discernment.
- 2.6. World Days and International Years of the Church, Jubilees.
- 2.7. Letters and ecclesial documents.
- 2.8. Ecumenism and interreligious dialogue.
- 2.9. Others.

3. Charismatic-Congregational dimension:

- 3.1. Charism, values y pillars of the SAF.
- 3.2. Models of Life:

- 3.2.1. Founders and First Sisters.
- 3.2.2. Mother Pabla Bescós.
- 3.2.3. Father Juan Buj.
- 3.2.4. Mother María de Llona.
- 3.3. Actualization of the Mission of our Charismatic Family (SCSA & Lay members).
- 3.4. Shared Mission.
- 3.5. Transmission of information of the Provincial & General Chapters and of news of the SAF.
- 3.6. Documents of the SAF.
- 3.7. Others.

4. Pastoral dimension:

- 4.1. The contents for this dimension will be planned according to the needs of the different Pastoral Ministries and Fields (Health, education, social, prison, missionary, youth, vocational, family, ecumenical... Pastoral Apostolate)

MEANS OF FORMATION (Through what?)

- 1. Readings.
- 2. Recollection Days.
- 3. Retreats.
- 4. Prayer, sharing life, formation or fraternal Encounters; interreligious prayer, recreational activities or meetings related to Pastoral Ministries or Fields, participation in Provincial/Delegation and/or General Chapters, etc.

TIME (When?)

- 1. **At General Level:** All the meetings organized at this level will be profited to include formative issues and to visit the historical places of our Charismatic Family.
- 2. **At Provincial/Delegation Level:** At least one Provincial Encounter every six years (being present).

3. **At National or State Level:** a permanent formation encounter will be organized once a year. If it is not possible, due to the reality of geographical extension, these meetings will be scheduled biannually.
4. **At Local Level:** to have at least an encounter once a year when there are no others at National or Provincial level.

METHODOLOGY (How?)

According to the means of permanent formation we would follow a different methodology.

1. Formation through Readings:

- 1.1. To encourage the members to read certain books or leaflets according to their needs.
- 1.2. To provide an introduction or guide for the reading and also questions to help personal and/or group reflection.
- 1.3. To promote, when possible, time to share what we have read.

2. Recollection days:

- 2.1. To select the topic according to liturgical seasons, the congregational feasts/celebrations and/or the needs of the group.
- 2.2. To provide enough time for prayer and reflection.
- 2.3. To conclude with a Eucharist, a prayer service or a shared prayer.

3. Retreats:

- 3.1. To provide enough time for personal prayer and reflection.
- 3.2. To use the Scripture and/or documents of the Congregation as support, foundation and enlightenment. This would also help the participants to know and use them.

3.3. To introduce the time of prayer/reflection with talks, meditations or spiritual readings that have the colour of our Charism.

4. Encounters:

4.1. The methodology would be active, participative, attractive, joyful, and creative, that helps the progressive deepening, and flexible, according to the needs of the groups and places; it will include moments of personal and group reflection.

4.2. Is convenient to maintain an atmosphere where everyone may feel welcomed and cared for reciprocally, and to encourage the sharing of experiences.

4.3. The collaboration and cooperation of all the members according to their capacity should be fostered.

4.4. It is advisable to begin and/or finish the encounter with a prayer related to the theme.

IN-CHARGE (With whom?)

1. General Councillor with her team:

1.1. To guide and to follow up the Formation Plan.

1.2. To organize On-going Formation Encounters at Continental and General Level.

1.3. To convoke Continental and Intercontinental Commissions to elaborate, revise and actualize SAF Documents.

2. Province/Delegation Councillors in charge of SAF together with their teams:

2.1. Planning the formation.

2.2. To organize Provincial, National and Zone meetings.

2.2.1. Selection of date, place and way of taking part in it (being present or on-line).

2.2.2. Distribution of duties:

- 2.2.2.1. Related to formation (select topic and resource person/s and/or distribute sub-topics among participants).
 - 2.2.2.2. Others: transport, venue (decoration, accommodation, food, stationary, recreational activities, sightseeing, communication, etc.)
 - 2.2.2.3. Prepare the schedule (and the methodology in case of on-line encounters) and send it to the participants.
- 2.3. To give support and formation to the Sisters in charge and Lay coordinators of the groups if needed.

3. Sisters in charge and Lay Coordinator at local level, together with their teams:

- 3.1. To plan the Permanent Formation at local level (readings, encounters, recollection days, pilgrimages, visiting other centres...)
- 3.2. Attendance records and minutes of the meeting or report of the activity.

4. Formators:

- 4.1. They should have previously completed the initial and systematic formation; if not, they should be appointed for this task, considering the identity and capability of the person, by the SAF In-charge of their Province / Delegation (when they are going to provide formation at Provincial or National level) or by the Sister in charge or Local Coordinator (when they are going to provide the formation at local or zone level).
- 4.2. Their task would be to prepare and animate the formation meetings entrusted to them.

5. Participants (members):

- 5.1. Active involvement in the permanent formation.

- 5.2. Regular attendance to the meetings or encounters of the Permanent Formation (either being present or on-line).
- 5.3. To do some task at home to continue deepening (readings, etc.)

EVALUATION

1. After each formation meetings/encounter:

- 1.1. The participants (members) would evaluate the following:
 - 1.1.1. The content.
 - 1.1.2. The methodology.
 - 1.1.3. The date and place.
 - 1.1.4. The resource persons (speakers, facilitators).
 - 1.1.5. What did I learn? And what is my commitment?
 - 1.1.6. How has been my personal experience in this meeting/encounter?
- 1.2. The in-charges would evaluate if the objective/s has/have been achieved.

2. After each recollection day or retreat the participants will evaluate:

- 2.1. What has been my personal experience? And what is my commitment?
- 2.2. If the place was conducive and if the date was appropriate.
- 2.3. The resource person.

3. The formative readings will be evaluated at the end of the year.

4. The results of all these evaluations will be summarized by the organizers and sent to the Province/Delegation Councillor in-charge of the Field of SAF who would analyse them as a whole (if possible with her team).

5. The summary of this analysis will be sent to the General Councillor in-charge of SAF once a year.

IV. FINANCE (With which resources?)

1. The centres which belong to the Congregation will facilitate the SAF members -as far as possible- to have fund raising activities. The Provincial/Delegation Council will establish general criteria for the same. The Councillor in-charge of this Field in the Province or Delegation will arrange dates and places, in coordination with the local/group in-charges of SAF, the Superiors Sisters and the Directors of the centres where the groups plan to organize the activities.
2. The SAF member also will contribute either with a fixed amount or with a voluntary contribution, according to their organization and what they can afford.
3. With the income of what is described in 1 and 2, in every group they would have a fund to cover the expenses for the formation and for other activities.
4. The expenses of the initial and systematic formation will be cover by each group or laity community fund.
5. The expenses of the permanent formation should be covered in a shared way by:
 - 5.1. The participants.
 - 5.2. The fund from the group or laity community.
 - 5.3. The Congregation (Communities and/or the Province).
6. When the Congregation ask some Laity to work in a Commission at Continental or General Level, the expenses for the transportation will be covered by the Province/Delegation, and the accommodation provided by the Province/General Council according to the place where the encounter is held.

V. GLOSSARY⁴

DESPINTES: Voluntary donations of the daily rations of food and of the salary that the First Sisters were assigned for their work in the Hospital of Our Lady of Grace of Zaragoza, in favour of the patients admitted in it.

FIELD: Within the Organization of the Sisters of Charity of Saint Anne, "Fields" are aspects that help to foster the evangelizing action. At present, these Fields are Formation, Spirituality, Pastoral Apostolate, Saint Anne Family, Cooperation to Development and Missionary Animation. (Ref. "Evangelization Project" of the Sisters of Charity of Saint Anne, n° 53, page 56).

INCLUSA (Foundling Home): Hospital Department where abandoned children were cared for.

JUBILEE: In the context of the Catholic Church it is a special occasion in which the Pope grants plenary indulgence (total forgiveness of sins) to those who meet certain conditions.

PASIONERO: Name that was given to each of the priests assigned in some hospitals for the spiritual assistance of the sick (Chaplain of a Hospital).

PASTORAL MINISTRIES: In the Congregation of Sisters of Charity of Saint Anne, these Ministries are the habitual spaces in which the Mission is carried out (Health, Social Action and Education). In all of them, evangelization is practiced with our charismatic identity and our specific evangelizing originality. (Ref. "Evangelization Project" of the Sisters of Charity of Saint Anne, n° 52, page 56).

PHLEBOTOMY: Minor surgery procedure that consists of making an incision in a vein to evacuate a certain amount of blood, in order to make the rest more fluid to avoid the risk of it coagulation.

⁴ In this Section we just include those terms which are not defined in the Glossary of the Basic Document, please find there the other ones.

SITIADA: Name given to the Directive Board of the Hospital of Our Lady of Grace during the time of our Founders and First Sisters (First part of the 19th century).

VEREDA: It commonly refers to a narrow path that has been formed by the passage of people and animals. John Bonal travelled many of these paths, from village to village, asking for alms for the sick of the Hospital of Our Lady of Grace; therefore, we call "Vereda" to each of the routes which he programmed and followed for this purpose.

WET NURSES: Women employed to suckle/wean the children of other women. In those days of María Ràfols they were breastfeeding the children in the "Inclusa".

VI. ABBREVIATIONS

1Cor: St. Paul's First Letter to the Corinthians.

1Jn: First Letter of St. John.

BD: Basic Document of the Saint Anne Family.

ChL: Christifideles Laici (Apostolic Exhortation on the Lay Faithful).

Const: Constitutions of the Sisters of Charity of Saint Anne.

FCI: Formative Charismatic Itinerary.

Jn: The Gospel according to St. John.

Lk: The Gospel according to St. Luke.

Mk: The Gospel according to St. Mark.

Mt: The Gospel according to St. Matthew.

OL: Organization and Life (of the SCSA).

Ref: Please, refer to.

SAF: Saint Anne Family.

SCSA: Sisters of Charity of Saint Anne

VC: Vita Consecrata (Apostolic Exhortation on the Consecrated Life).

