Dear Pastor,

As you know the Archdiocese of New York has been working with the Augustine Institute to provide FORMED to our parishes. With the help of a generous benefactor, we have provided FORMED access to many of our parishes for the last three years. Thank you to all our parishes that have made good use of this tool in their ministries. It is always a joy to hear of how you use FORMED in the parish. My letter today is to invite you to join me in evaluating the last three years of subscription, with the hope of making greater use of this ever-growing platform of faith-enriching content.

**2016** All 295 parishes were provided access to FORMED along with an introductory packet including a letter from His Eminence Cardinal Dolan and a promotional flyer. Each pastor or a delegate of their choice was invited to a workshop on FORMED. Five workshops were held throughout the archdiocese.

**2017** Through a vigorous communication initiative, we renewed 220 parish subscriptions that met a minimum requirement of 25 registered parish users. Seventy-eight parish accounts were deactivated due to inactivity. Varied efforts were made throughout the year to promote FORMED use in the parish.

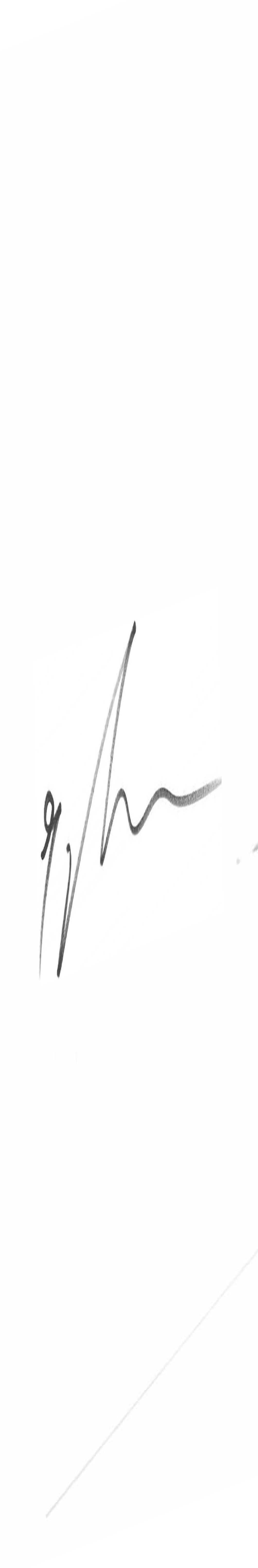
**2018** After another round of calls and emails, we renewed 242 parish subscriptions. The minimum threshold of users was increased to 75. Of these 242 parishes, 59 had over 75 users and were automatically renewed; 146 had less than 75 users and filled out an online application to renew, promising to have three parish leaders attend a workshop and to run a program on FORMED at their parish. Thirty-six of the 78 previously deactivated accounts were reactivated through this process. Workshops were held in the fall at six locations throughout the archdiocese. About half of parishes who signed up for a workshop had a representative attend.

Here is a detailed view of our current parish usage in the Archdiocese:

* We have 21,307 registered users throughout all our parish subscriptions
* About half of these users, 11,458 have never logged in and viewed content on FORMED
* 211 parishes have watched less than 10 hours of content since the renewal this past October
* 146 parishes have watched less than 2 hours of content since the renewal this past October
* 184 parishes have registered less than 10 users since the renewal this past October
* Of these parishes, 51 have not registered an additional user since the renewal this past October

We are preparing for a renewal this upcoming fall. Last year’s cost per subscription was $1700 to total $411,400. To be good stewards of funds received from our benefactor and our archdiocesan funds consider using the platform as a supplemental resource for your ministries such as adult faith formation classes including RCIA, your ministry group meetings, and for youth and teen catechesis. We encourage those parishes that have been using the platform in their ministries to continue. If you have any questions or would like ideas on how to use FORMED, please contact our office at 646-794-2581. More details on the renewal process to come. Thank you for all that you do.

Sincerely,



Elizabeth Guevara de Gonzalez

Interim Director of Adult Faith Formation