

**Note to District Secretaries**

***THE ANNUAL SUPPLEMENT TO THE HISTORIES OF THE COMMUNITIES  
AND EDUCATIONAL INSTITUTIONS (C-2)***

**Important:**

To facilitate classification in Rome of your annual histories, whether in paper form or e-mails, and with a view to ease of use, please type your history supplement using the heading given below (to be filled in based on the latest *memento*) and from a conventional system (WORD, WORDPAD, WORKS, OPEN OFFICE...) and send it as an attachment in this form to the District Secretariat. Thank you for respecting these instructions.

**Reminder:**

Each "House" (Community or Work) responds to the parts which correspond to its situation. It can be between **1 and 8 pages** (photos can also be sent). Please number the pages. Check the name of the community and its number in the present *memento*.

**Summary:**

1. *The Community*: Number of Brothers, names and ages of Brothers, commemorations, special events concerning the Brothers. Type of lodging ( one storey of a school building, community house on the campus of an establishment, community house independent of an establishment, apartment ...)
2. *The activities of the community*
  - 2.1 The community is engaged in one or more formal education works in which type of establishment? What are the functions exercised by the Brothers? Do the Brothers render other services or do they also have a commitment outside the educational work? Number of lay persons, priests, Brothers, other Religious in the establishment?
  - 2.2 Is the community engaged in one or more services or apostolates different from formal education (Pastoral Centre, the service of particular social groups, House of Formation, Provincial or Administration House....) ?
  - 2.3 Is the community a retirement home for elderly Brothers? What are the essential characteristics of community life ?
3. How is *Association with Lay Lasallians shown and lived* (in educational commitment, in community life...)?
4. How is the pastoral ministry of vocations lived in the community and in the educational commitments of the Brothers and their Collaborators?
5. What are the budget resources and the *financial situation* of the community?
6. Was there a *major event* experienced in the course of the last year which the community would like to mention?

**Community or Work**

C-2 SUPPLEMENT TO THE HOUSE HISTORY FOR THE YEAR		YEAR
District :	NAME of Community:	Registration Number (C/M + 4 chiffres)
Town:	Address:	
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