



**The Particular Directory of the
Lay Fraternities of St. Dominic of the Province of
the Most Holy Name of Jesus**

*As passed by the Lay Provincial Council, on the 27th day of July A.D. 2024;
and as promulgated in accordance with the Particular Directory upon approval of the
Master of the Order on the _____ day of _____ A.D. 20__.*

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Preface

In a powerful and compelling way, St. Dominic proclaimed the Gospel of OUR LORD JESUS CHRIST to the men and women of his time. His fervent charity and apostolic zeal drew many to imitate and aid him by embracing his new vision of religious life. He inspired many others, while remaining in the lay state, to strive through prayer and penance to aid his work. Though times and means have changed, we, too, are lay followers of St. Dominic and have embraced the **RULE OF THE LAY FRATERNITIES OF SAINT DOMINIC**, so that, like him, we may conform our lives more perfectly to CHRIST, and be strengthened by the Holy Spirit for the work of preaching the Word of God and saving souls.

To be effective instruments of Our Lord, we must center our lives on Him. We must act, as Saint Dominic did, to bring CHRIST's redemptive grace to our times by our own witness to the Word in life, truth, and action, keeping in mind that our apostolic activity flows from the fullness of prayer and contemplation.

As Lay Dominicans responding to His grace, we are called to be attentive to the Holy Spirit; to praise and worship God in spirit and in truth; to study Sacred Truth grounded on the Holy Scriptures and Sacred Tradition; to know, to live, and to preach true Catholic doctrine; and to collaborate with our brothers and sisters in the Dominican Family in order to actively proclaim the Word of God. As our RULE states, in our times, our preaching "involves the defense of the dignity of human life, the family, and the person." Moreover, "the promotion of Christian unity and dialogue with non-Christians and non-believers are part of the Dominican vocation." (RULE, No. 12.)

The RULE provides the general framework to help us respond to God's call and actively nourish our relationship with God within the Dominican way of life. A. As members of the Lay Fraternities, we embrace these obligations under the RULE not as slaves under the law but as free persons under grace: no transgression of the RULE or of The Particular Directory constitutes a moral fault or sin; and, our observance springs from the gift of our vocation to the Dominican Order and our profession to live according to the RULE and The Particular Directory.

This Particular Directory is a specific implementation of the RULE for the Lay Dominicans of the Province of the Most Holy Name of Jesus.

Because the Lay Provincial Chapter of the Lay Dominicans of the Province of the Most Holy Name of Jesus became incorporated as a nonprofit corporation of the State of Idaho on March 24, 2023, as Western Dominican Lay Provincial Council, Inc., this Particular Directory will serve as one of the Statutes of the corporation.

I. Name and Definitions

- A. Name. The name of this document is the Particular Directory of the Lay Fraternities of St. Dominic of the Province of the Most Holy Name of Jesus.
- B. Definitions. As used in the Particular Directory and as the norm for use in the Fraternities, the following terms are defined as follows:

“**Chapter**” – The regular meeting of the members of the regional or local fraternity.

“**Council**” – The body of fraternity officers elected by the fraternity members to do the business of the fraternity in accordance with the Particular Directory and Statutes.

“**Fraternity**” – The regional or local group authorized to meet in chapter under the Particular Directory. “**Pro-Fraternity**” – A group of persons gathered in formation committed to live in accordance with the RULE and the Particular Directory as recognized and approved by the LP council president and by the LP executive council at its next duly-called meeting.

“**General Declarations of the Master of the Order**” or “**Declarations**” – Statements promulgated by the Master of the Order, that accompany the RULE, and including those promulgated by the Master on March 19, 2019.

“**Lay Provincial Chapter**” (“**LP Chapter**”) – The formal meeting of the fraternity representatives in accordance with the Particular Directory.

“**Lay Provincial Council**” or **LP executive council (or executive council)**– The officers elected by the fraternity representatives at the Lay Provincial Chapter, and as provided under the authority of the Particular Directory and Statutes.

“**The RULE of the Lay Fraternities of St. Dominic (“The RULE”)**” – The Fundamental Constitution of the Dominican Laity.

“**The Statutes**” – The RULE, the Declarations, the Particular Directory, and the articles of incorporation and bylaws of the Western Dominican Lay Provincial Council, Inc.

II. The Pillars of Lay Dominican Life

1. Prayer

1. Prayerful reading of Sacred Scripture, especially the New Testament;
2. Daily celebration of the Eucharist, to the extent possible;
3. Daily celebration of the Liturgy of the Hours (Morning Prayer, Evening Prayer, and Night Prayer) especially with other members of the Dominican Family, when possible;
4. Frequent, regular (e.g., once a month) celebration of the Sacrament of Reconciliation, preferably with a regular confessor;
5. Daily recitation of the Rosary;

6. Special devotion to the Virgin Mary, according to the tradition of the Order, to our holy father Dominic and to Saint Catherine of Siena, the Patroness of Lay Dominicans;
7. Individual member suffrages (with or without stipend):
 - a. recite daily an Our Father, Hail Mary and Eternal Rest for the deceased members of the Order;
 - b. offer at least three Masses a year for all deceased Dominicans;
 - c. upon the death of a fraternity member, offer a Mass and recite the Rosary;
 - d. pray the Office for the Dead on:
 - i. February 7th, for the deceased parents of all Dominicans;
 - ii. September 5th, for the deceased friends and benefactors of the Order;
 - iii. November 2nd, for All Souls; and
 - iv. November 8th, for all deceased Dominicans.
8. Abstain from meat on all Fridays of the year, and fast and abstain from meat on:
 - a. April 28th (Vigil of the Feast of Saint Catherine of Siena);
 - b. August 7th (Vigil of the feast of our holy father Dominic);
 - c. October 6th (Vigil of Our Lady of the Rosary); and
9. Engage in other forms of penance offered for the success of the preaching of the Order.

2. Study

1. Prayerful study of Sacred Scripture, theology, spirituality, morals, Church doctrine and history, and reflective reading of the lives of the saints, especially those of the Dominican Order;
2. Reflection on contemporary issues in the light of such study, both individually and communally; and
3. Study that contributes to an individual or a fraternity apostolate.

C. Preaching

1. Proclaiming the Gospel in the doctrinal mission of the Order in ways appropriate to the laity;
2. “To make a defense to anyone who asks you for a reason for the hope that is in you; yet do it with gentleness and respect” (1 Peter 3:15); and
3. Practicing spiritual works of mercy with attention to the priorities of the Order: catechesis, evangelization, justice and peace, and communication.

D. Community

1. In-person active participation in fraternity life, or if not possible, virtual participation;
2. Participation in the fraternity’s annual retreat, days of reflection, or other days of prayer;
3. Common study and reflection on Sacred Truth;
4. Concern for the good and well-being of the fraternity and its members;
5. Fraternity suffrages upon the death of a fraternity member:
 1. attendance at the funeral Mass as a fraternity, if possible;
 - b. an offering of Mass, with stipend, as soon as possible;

- c. recitation of the appropriate Hour of the Office for the Dead at the first meeting thereafter when not in conflict with a feast or solemnity;
6. Common observance of the customs and celebrations of the Order and the Church; and
7. Each fraternity has a nun from Corpus Christi Monastery assigned as a prayer partner.

III. Membership

A. Active Professed Members

1. Persons who have made temporary or life profession; and
2. Members that enjoy full voting rights in the fraternity.

B. Prayer Members

1. Persons who have made a life profession and who cannot attend meetings or functions of the fraternity physically or virtually, because of distance, age, illness, infirmity, or other serious reason;
2. These members must meet the requirements of the RULE and the Particular Directory to the extent their particular circumstances permit and be subject to fraternity council approval;
3. These members should participate in fraternity activities to the extent possible;
4. These members have no nominating or voting rights and payment of dues is optional; and
5. These members may return to active status upon approval of the fraternity council and submission of appropriate forms.

IV. Process of Admission to a Fraternity, Reception and Profession

A. Eligibility

1. Any practicing Catholic 18-years or older is eligible to become a Member of the Lay Dominicans, subject to the process of membership.
2. Individuals who have made formal profession with another lay religious organization must obtain dispensation from that other organization to be a member; dual membership is not allowed.
3. The Prior or the Formation Director will meet with an interested person to explain the process of membership.

B. Postulancy

1. A person who meets the eligibility requirements begins the process through a first year of formation in which they will be introduced to the life, history, and spirituality of the Dominican Order. Such persons will be known as a "Postulant."
2. During the first phase, Postulants will attend meetings devoted primarily to the study of the Dominican Order, including the pillars of its charism, life and history, and spirituality, and involving prayer, reflection, and discussion.
3. Postulants will receive guidance in discerning their vocations as Lay Dominicans and enjoy the support of members' prayers and interest in the discernment process.

4. Postulants will meet separately from the main fraternity meeting. They are welcome to attend the main fraternity meeting, but the formation program is the priority.
6. Postulants do not have nominating or voting rights.
7. At the end of their first year, Postulants will have the option of being received into the Order by submitting a request in writing.
8. The Formation Director will recommend whether the Postulant should be received into the Order and the Council will accept or reject that recommendation by majority vote.
9. Postulants will be received into the Order according to the Dominican formula and will receive a scapular as a sign of their membership. The Postulant so received will be referred to as a “Novice”.

C. Novitiate

1. After the one-year period of reception, Novices will be expected to continue participation in the formation program as a priority. They may also attend the fraternity meeting.
2. Novices will continue to study the Beatitudes as well as to pray the Liturgy of the Hours.
3. Novices have nominating rights in the fraternity, but not voting rights.
4. At the end of the second year of formation, Novices will be asked whether they wish to continue in the Order by making their first temporary profession of either one or three years.
5. Novices will submit a letter in writing indicating whether their first profession will be for one or three years. The Formation Director will present the Novice’s request to the Council which will accept or reject the request by majority vote.
6. If at any time a Postulant or Novice wishes to withdraw from the process and later wishes to resume the process, the Postulant or Novice shall meet with the Formation Director to determine an appropriate reintegration period, subject to the majority vote of the Council.

D. Temporary Profession

1. Novices are given options on the terms and length of their initial profession. As noted, the first profession will be for one or three years. At the end of that term, the temporary professed are given the option to renew their profession for a period of one, two, or three years.
2. Novices will make their first profession according to the Dominican formula as provided in the Rule. They will receive a Dominican cross as a sign of their commitment and at that point will be deemed to be a “Member.”
3. Members wishing to renew their profession will submit a letter in writing indicating whether their renewal will be for one, two, or three years. The Formation Director will present the Novice’s request to the Council which will accept or reject the request by majority vote.
4. Members may elect any number of terms for the renewal of their profession, but not beyond six years. After six years, Members will be expected to either make a life profession or withdraw. (The RULE, No. 14).

E. Life Profession

1. Any member wishing to make a life profession must have made a temporary profession for a minimum of three years. This means that the minimum time for

making a life profession will be five years from the time the Member becomes a Postulant.

2. A member wishing to make a life profession will submit a letter in writing and meet with the Prior/ess or Formation Director to confirm the member's intention to live according to The RULE. (The RULE, No. 14) The Formation Director will recommend whether the member should be allowed a life profession, and the Council will accept or reject that recommendation by majority vote.
3. A member making a life profession will be received according to the Dominican formula. (The RULE, No. 14).
4. Life profession members have full voting rights in the Fraternity.

V. On-going Community Life within a Fraternity

- A. The purpose of community life is to strengthen and enrich the individual, the fraternity and the Church;
- B. Members of the fraternity are expected to participate in on-going formation, in person or virtually, because study and community are basic parts of the Dominican charism necessary to preach the Gospel;
- C. The monthly chapter embodies the pillars of the Dominican charism, and includes the Liturgy of the Hours, suffrages, special concerns of the members, on-going formation/study and, whenever possible, celebration of the Mass. On an annual basis, the Council should:
 1. approve the annual schedule of meetings;
 2. work on the on-going formation with the council;
 3. approve a budget proposed by the council;
 4. approve how the per capita assessment of the LP Chapter will be funded;
- D. The fraternity meeting is to be held at a time convenient to the members, and members must attend meetings regularly or notify the appropriate fraternity officer in the case of absence; and
- E. Fraternities are encouraged to develop their own apostolates or ministries to which members agree and for which they work; otherwise, the fraternities serve as a source of strength for members to go out to their own apostolates and, from time to time, a place to share these activities in community.

VI. Fraternity Structure and Government

1. General Norms about Government

1. The term of office for all council members is three years; council members may serve a maximum of two consecutive terms in the same position.
2. Terms of office should commence no earlier than June 1ST and no later than October 1ST.
3. Council members and of LP executive council officers shall assume office within two months of the elections but no later than October 1st.

2. Members of the Council

1. The fraternity council consists of:
 1. elected officers
 1. prior/ess¹
 - ii. subprior/ess;
 - iii. secretary;
 - iv. treasurer;
 - v. formation director;
 - b. ex-officio members
 1. the LP Chapter representative, if not combined with another council position (with full voting rights);
 - ii. the religious assistant (with no voting rights);
 - c. councilors, numbering between two and six, depending on the needs of the fraternity. These members have full voting rights on the council.
2. If the size of the fraternity and the demands of the tasks make it advisable, the offices of the secretary and treasurer may be combined, and the office of subprior/ess may be eliminated.
3. If the size of the fraternity is large, then the office of formation director can be split between initial formation and ongoing formation.
4. The fraternity council recommends the size of the council, as well as whether there will be the office of subprior/ess, or if the office of secretary and treasurer will be combined or formation expanded, for the approval of the fraternity before elections take place.
5. Any officer or councilor may also hold the office of LP Chapter representative.

C. Duties of Council Members

1. The prior/ess:
 - a. conducts all fraternity and council meetings;
 - b. in conjunction with the religious assistant and the formation director, prepares for and conducts the ceremonies of reception and profession;
 - c. ensures the preparation of an annual report for the fraternity and the Lay Provincial Council;
 - d. arranges for active members to be in contact with prayer members and receives reports about them;

¹ The RULE uses the Latin term “*praeses*” which can be translated to the term “president” which is not currently in use in our fraternities. The term “prior” or “prioress” is the norm for a fraternity; yet a fraternity may by choice continue to use titles that may be historical, e.g., moderator.

- e. notifies all members of the death or danger of death of any fraternity member or immediate family member, as well as of other Dominicans; and sees that, in case of death, the appropriate suffrages are observed;
 - f. assists council members in the performance of their duties in accordance with the Statutes;
 - g. assigns or delegates duties to the other council members, as necessary; and
 - h. acts as the spokesperson for the fraternity and as liaison with other fraternities and other members of the Dominican family.
2. The subprior/ess:
 1. substitutes for the prior/ess in case of absence, and assumes that office when it is vacant until a new prior/ess is elected; and
 2. is the assistant and acts at the discretion of the prior/ess.
 3. The secretary:
 1. records attendance and takes minutes at fraternity and council meetings;
 2. prepares and sends out communications on behalf of the fraternity, as needed;
 3. ensures that a current roster of members is maintained and archived that includes the members' names, addresses, phone numbers, as well as dates of reception, temporary and life profession, offices held, and any other pertinent information;
 4. helps the prior/ess with the annual report;
 5. coordinates communications regarding the LP executive council newsletter editor; and
 6. keeps archives of minutes, council correspondence, and other historical data.
 4. The treasurer:
 - a. establishes and maintains the fraternity account, collects and disburses funds as directed by vote of the Fraternity and/or council; and
 - b. prepares written budget and financial reports as required by the council.
 5. The formation director:
 - a. organizes the initial study program within the guidelines of the LP Chapter; provides assistance to those on the formation team as they help postulants and novices discern their Dominican vocation;
 - b. becomes familiar with postulants, novices, and members in order to be able to make recommendations to the fraternity council as to their continuation in the fraternity;
 - c. with the participation of the fraternity council or formation team, conducts the appropriate interviews for those seeking reception or profession;
 - d. cooperates with the prior/ess and the religious assistant to arrange the ceremonies for the Rites of Reception and Profession; and
 - e. coordinates the on-going formation programs with the participation of the Fraternity.
 6. The Lay Provincial Council representative:
 1. represents the fraternity at the LP Chapter and reports to the fraternity the resolutions and actions of the LP Chapter;

- b. is eligible to be elected as an officer of the Lay Provincial executive council; and
 - c. Serves as an *ex-officio* member of the fraternity council with full voting rights.
7. The Religious Assistant:
- a. is appointed by the prior provincial upon the recommendation of the provincial promoter in consultation with the fraternity and LP council president.
 - b. determines with the fraternity council the religious assistant's role within the fraternity, such as expected physical or virtual participation in regular meetings, and role in the annual retreat;
 - c. participates in cooperation with the prior/ess and the formation director, in the reception and profession ceremonies and represents the Master of the Order; and
 - d. serves as a non-voting *ex-officio* member of the fraternity council.

D. Duties of the Council

1. Promotes the observance of the Statutes by the members and fosters the community life of the fraternity;
2. Helps develop and promote the fraternity's apostolate or ministry;
3. Encourages all members to help postulants and novices discern their vocation to the Order by word, invitation, and example;
4. Collaborates with other fraternities and branches of the Dominican Order to fulfill its common goal: preaching the Word;
5. Promotes celebrations with other fraternities;
6. Proposes an annual schedule to the fraternity;
7. Develops and approves the on-going formation program, in consultation with the fraternity;
8. Votes on the recommendations of the formation director for the reception and profession of persons to be received or professed;
9. Adopts on a fiscal year basis a budget of the fraternity for the next fiscal year;
10. Votes on the acceptance of those who wish to transfer from another fraternity; this includes:
 1. inquiring into the transferring member's status in the previous fraternity;
 2. determining whether a probation period is required, and how long it should be, before final acceptance of the member;
11. Recommends to the fraternity how the per capita assessment to the Lay Provincial Council will be funded;
12. Authorizes the prior/ess to apply to the provincial promoter for the assignment or replacement of a religious assistant;
13. Determines a suitable stipend for the religious assistant;

14. Authorizes the prior/ess to:
 - a. consult with those with chronic unexcused absences and determine the appropriate course of action;
 - b. declare an office vacant;
 - c. determine the order of succession when it is decided that the fraternity council will not have an office of subprior/ess; and
 - d. ensure the fraternity is represented at the LP Chapter meeting in the event that the representative is not able to attend.

VII. Nominations and Elections

A. Elections in general

1. All members of the fraternity council, including all officers, are directly elected by the fraternity members, as described in Article II Membership (above), except the religious assistant; and
2. Every election will be presided over by the prior/ess (or his or her designee), the secretary and a teller. The teller will assist the secretary to count the votes and will certify the same. The teller will be elected by the fraternity immediately preceding the election, or where necessary, appointed by the prior/ess, and the teller's term will end upon final certification of the election. The teller will be neither a council member nor be nominated.

B. Nominations

1. All council members are nominated at a fraternity meeting;
2. Any novice formally received or professed member may nominate;
3. Prayer members may not nominate nor be nominated;
4. Fraternity members will be given advance notice at a fraternity meeting that elections will be held at the next fraternity meeting; and
5. Council members shall be elected from life professed members; in the event that there are insufficient life professed members to fill all positions, whether in a fraternity or in a pro-fraternity, those who have not yet made their life profession may be elected, though their term cannot exceed the term of their profession.

3. Order of Elections

1. A quorum two-thirds (2/3) of active, temporary and life professed members) is required for an election;
2. No absentee or proxy votes are allowed;
3. All members who can vote must vote; no abstentions are allowed;
4. During the election, the electors are not limited to choose only those nominated;
5. Every election commences with a prayer to the Holy Spirit;
6. At the beginning of the vote the prior/ess reminds electors of the tradition of the Order that they may not vote for themselves;
7. Elections are by secret ballot;
8. In the event an election is held via remote electronic means; electors may vote by secret ballot, taken by the teller and the secretary by electronic text or other like means;
9. The secretary and teller count the number of the ballots first to make sure it matches the number of electors;
10. Council members are elected by majority vote; and

11. If there is no majority after two ballots, only the two nominees receiving the highest number of votes on the second ballot will be eligible for any further votes.

VIII. Fraternity Council Vacancies, Removals, and Appeals

1. Vacancy

1. A vacancy occurs when a fraternity council member dies, resigns, or is removed from office;
2. When a vacancy occurs in any office, the fraternity elects a replacement to fill out the unexpired term; and
3. If the unexpired term is less than half of the full term, the member elected to fill the vacancy may be re-elected for two full consecutive terms.

2. Removal from Office

1. Causes for removal from office include, but are not limited to, chronic unexcused absences, neglect of duty, or actions against the common good of the fraternity;
2. Two-thirds (2/3) of the entire fraternity council voting in favor constitutes removal;
3. Within one week, the prior/ess shall inform the council member, in writing, of the council's decision. In the event that the prior/ess is removed from office, the secretary shall provide such written notice;
4. The person whose office is declared vacated may appeal in writing submitted to the prior/ess or other officer of the council within thirty (30) days of receipt of notification;
5. In the event of appeal, after discussion with the active professed members in chapter, voting by secret ballot, shall answer the question: "Is the office of (name of office) vacated?" A two-thirds (2/3) affirmative vote of a quorum of the chapter affirms the decision of the fraternity council to vacate the office; a new election is then held; and
6. If there is not a two-thirds (2/3) affirmative vote of the quorum, the member shall remain in office.

IX. Departure from a Fraternity or from the Order

1. Transferring from One Fraternity to Another

1. Life profession members who wish to transfer to another fraternity, must notify the council of their decision, and seek a letter of good standing for their next fraternity; and
2. The council should inform the receiving fraternity of the status of the departing member (i.e., standing within the fraternity, date of profession, offices held, etc.).

2. Transfer to Another Religious Order

1. Life professed members who wish to become vowed religious or lay members of another Order, must notify the council of their decision, and seek dispensation from their profession.
2. The council should inform the receiving religious/lay organization of the status of the departing member (i.e., standing within the fraternity, date of profession, offices held, etc.).

3. Leaving a Fraternity or the Order

1. A postulant or novice is free to withdraw at any time, but the courtesy of a letter informing the fraternity council of the decision to withdraw is encouraged.
2. Temporarily professed members may withdraw at the end of their time of profession.
3. Any member who, while in profession, whether temporary or life, finds it necessary to withdraw from the Order must request dispensation from their profession:
 - a. before making such a request the member must ponder seriously before God the need to do so, and seek help in making this decision from other members of the fraternity;
 - b. requests for dispensation must be submitted in writing to the prior/ess of the fraternity, who, in consultation with the fraternity council, sends a recommendation regarding the request to the Prior Provincial;
 - c. final determination is made by the Prior Provincial; and
 - d. those who have been dispensed from their profession must, if they desire to return to the Order, undergo initial formation and obtain permission to be received into the Order from the Prior Provincial. Concealment of previous dispensation will render profession invalid.

D. Removal from a Fraternity

1. A professed member may be removed from the membership roster by vote of the fraternity council only after earnest efforts to help the member overcome the causes for such action.
2. Causes for removal from fraternity membership include, but are not limited to, chronic unexcused absences, neglect of duty, and actions against the common good of the fraternity.
3. Two-thirds (2/3) of the entire fraternity council voting in favor constitutes removal.
4. Within one week, the prior/ess is to inform the member in writing of the council's decision.
5. The member may appeal in writing to the fraternity within thirty days of receipt of the prior/ess' letter or notice.
6. In the event of appeal, the active members, voting by secret ballot, answer the question: "Is the membership of (name of member) in this fraternity ended?" A two-thirds (2/3) affirmative vote of a quorum of the Fraternity affirms the decision of the council to end the fraternity membership.
7. Life professed members removed from their fraternity must seek at least prayer membership in another fraternity or request a dispensation from their profession.

E. Removal from the Order

1. In unusual and extreme circumstances where a member no longer affiliated with a fraternity clearly abandons the Dominican way of life, as evidenced by behavior, obstinate non-responsiveness, or defiance to lawful authority, that member may be removed from the Order by action of the LP executive council and the Prior Provincial.
2. In such cases the unusual and extreme circumstances will be clearly identified and documented by the LP council president to the member, who will have an opportunity to respond to the LP executive council within thirty days of notification.
3. If the LP executive council recommends removal to the Prior Provincial, the member shall be able to appeal to the Prior Provincial.
4. The decision of the Prior Provincial may be appealed to the Master of the Order, but such an appeal does not stay the decision of the Prior Provincial pending the Master's consideration of the appeal.

X. Starting a New Fraternity

A. General Principles

1. A pro-fraternity can start in any parish or in any region.
2. If the proposed pro-fraternity is to begin within reasonable proximity to an existing fraternity, a reasonable explanation shall be given to the LP council president as to the establishment of a new fraternity.

B. Permissions Needed

1. The LP council president must give initial permission to the forming of a new pro-fraternity, with the LP executive council approving the same at its next duly called meeting.
2. The LP council president and provincial promoter must be informed and assist with the new pro-fraternity.
3. The bishop of the diocese must give his permission for starting a fraternity of Dominican laity in his diocese. He does not need to be consulted about future fraternities in his diocese.
4. The Prior Provincial must give his permission for the new pro-fraternity.
5. A parish priest or Catholic institution must be willing to offer space for fraternity meetings.

C. Beginning a New Fraternity

1. The person proposing and/or requesting a new pro-fraternity must gather a minimum of people interested in a new pro-fraternity.
2. The provincial promoter can be asked to preach at the parish and to speak to possible candidates for a new pro-fraternity.
3. The formation material should be extended to cover four years of initial formation. All new candidates within these first four years still go through the rites of reception and profession on the usual schedule.
4. All novices who enter the Order through reception and profession are interviewed by the council of the pro-fraternity, but are subject to the advance approval of the LP council president for each candidate for reception or profession.

5. The minutes of the new fraternity and council meetings are submitted to the LP council president for review monthly.
6. An election for the office of prior/ess and formation director shall be held every year.
7. Upon approval of the LP executive council, a pro-fraternity shall be in formation, and shall officially be called a “pro-fraternity” until fully received into the Order.
8. After a year together the fraternity chooses a name for itself and submits it for approval to the LP council president.

D. Acceptance into the Province

1. The pro-fraternity may petition the LP executive council to become a full-fledged fraternity after six (6) life professed candidates are recorded in it.
2. The LP executive council shall submit the petition to the next LP Chapter; upon approval thereof, the fraternity shall receive full recognition.

XI. Fraternities in Difficulties

1. Intervention

1. Upon an objective finding of fact by the LP executive council that a fraternity is in a state that it is in a serious, ongoing or pervasive condition that it is not able to fulfill the basic requirements of community life as articulated in the Particular Directory; the LP council president, or a designated member of the LP executive council, and the provincial promoter shall intervene in the life of the fraternity.
2. Intervention begins with a dialogue between the LP council president or designated officer of the LP Council, the provincial promoter, and the affected council or fraternity. Based on the findings of fact giving rise to the intervention, the LP council president shall make best efforts to promptly visit the fraternity and its council with the goal to dialogue and gather facts, and to prevent harm and improve functioning of the fraternity. The provincial promoter will visit the fraternity where necessary. The LP council president in cooperation with the provincial promoter, may develop a plan in consultation with the council or fraternity, as to improving the function of the fraternity. The LP council president shall report to the LP executive council and the provincial promoter as to the LP council president’s conclusions as to the status of the fraternity. A reasonable time may be granted to the fraternity to demonstrate improved functioning of its community life.
3. Upon conclusion of such time, or upon consideration of the LP council president’s conclusions and recommendations of the provincial promoter, the question before the LP executive council shall be: “Is the intervention, or will the intervention within a reasonable time, be successful in restoring the community life of the fraternity as articulated under the Particular Directory?” If the LP executive council determines by formal resolution that in consideration of the present circumstances, that intervention has not, or will not, result in improved functioning of its community life; the question before the LP executive council shall be: “Should the fraternity be reformed?” Any decision in the affirmative will be presented to the Prior Provincial for approval. Upon approval of the Prior Provincial, the fraternity shall be in reformation.

B. Reformation

1. Reformation is a process, with the goal to reorganize the fraternity and reform the membership to promote observance of the basic requirements of community life as articulated in the Particular Directory, that:
 - a. temporarily suspends some elements of the Particular Directory, as shall be determined by the LP council president or the LP executive council;
 - b. identifies the issues and matters to be changed and reformed;
 - c. develops a plan and a timetable for such reform;
 - d. launches such a plan for change;
 - e. evaluates the results of reform taken after a reasonable time; and
 - f. reports such results to the LP executive council and provincial promoter.
2. The fraternity under reformation is in the status of pro-fraternity, with no voting rights at the LP Chapter. The period of reformation shall continue until the LP executive council has determined that the fraternity has satisfied or within reason will satisfy the goal of reformation. Upon such a determination, the LP council president shall report the same to the Prior Provincial. Such status shall continue until such time that the Prior Provincial has communicated his decision that the fraternity under reformation may resume its status as a fraternity.
3. Upon the LP executive council determining that the fraternity under reformation cannot be reformed accordingly, the fraternity shall either be dissolved or suppressed.

C. Dissolution

1. Dissolution occurs when a fraternity determines for itself that it should cease to exist. Dissolution shall occur only upon a motion and second therefore, and a two-thirds vote of a quorum of active members voting in the affirmative.
2. The motion for dissolution shall include the question of dissolution of the fraternity and a plan for disposition of the fraternity's assets and property, in a manner as shall be approved in advance by the LP council president, and in a manner that is consistent with applicable law.
3. As a condition to remain a member of the Lay Fraternities of St. Dominic, the members of a dissolved fraternity will without unreasonable delay seek active or prayer membership in another fraternity.

D. Suppression

1. Suppression is a decision of the Prior Provincial to abolish a fraternity, a decision not made until all reasonable attempts to reform have failed.
2. The decision to suppress a fraternity shall be based on a recommendation of the LP executive council.
3. If the LP executive council determines that suppression of a fraternity is necessary, the fraternity's council shall receive written notification, with all supporting documentation.
4. Unless there is a finding by the LP executive council that circumstances require immediate action, the LP council president will present to the LP Chapter at its next duly-noticed meeting, a report on its determination to suppress. The affected fraternity council has the right to send two delegates, at the expense of the LP Chapter, to the meeting in order to respond to the report.
5. Upon a finding that the circumstances require immediate action by the LP executive council, the LP executive council may take reasonable action to address the issue of suppression of a fraternity as may be necessary to prevent scandal, calumny, secrecy, corruption, malfeasance, misfeasance, dissipation of assets or

other moral or operational concerns. Upon such a finding, the matter shall be automatically appealed to the next LP Chapter, whereupon the LP council president or his or her designee shall report to the LP Chapter the action taken, reasons therefore, and petition to sustain such a decision. Any such decision of the LP Chapter shall be subject to the procedures detailed below.

6. Upon hearing the fraternity officers and consideration of documentation (if any), the LP Chapter shall upon motion, vote on the question, “Should the fraternity in question be suppressed?” Upon approval of such a motion, the LP council president shall forward such recommendation along with all supporting documentation to the provincial promoter, who shall submit the same to the Prior Provincial.
7. Within thirty (30) days of Prior Provincial’s entry of a decision to suppress the fraternity, the fraternity may petition the Prior Provincial to reconsider.
8. Within thirty (30) days of a decision of the Prior Provincial that sustains the LP council’s earlier decision to suppress, or denies a petition to reconsider, the fraternity may appeal a decision to the Master of the Order. The decision of the Master of the Order shall be final. Any appeal to the Master of the Order shall automatically stay any decision to suppress pending issuance of the Master’s decision.
9. When a fraternity is suppressed:
 1. As a condition to remain a member of the Lay Fraternities of St. Dominic, the members of a suppressed fraternity will promptly seek active or prayer membership in another fraternity, subject to approval of such fraternity.
 - b. Assets, accounts, and property of the fraternity shall be disposed of in a manner that shall be approved in advance of such disposition by the LP council president and consistent with applicable law.
 - c. If the final decision of the Prior Provincial, or as the case may be, the Master of the Order, sets a date certain for the final disposition of such assets, accounts, and property of the fraternity, such property shall be subject to disposition under supervision of the LP council president, whose duty shall be to promptly dispose of such assets in accordance with the decision and with the law; and if disposition of assets, accounts, or property is not the subject of such decision, then the LP council president shall promptly dispose of such assets, accounts, and property consistent with a plan of dissolution or suppression, in accordance with law.

XII. The Lay Provincial Chapter

A. Members of the Lay Provincial Chapter (“LP Chapter”)

1. The LP Chapter consists of representatives elected by their respective fraternities, and the Lay Provincial executive council officers, who attend official meetings at the LP Chapter expense.
2. Only LP Chapter representatives and Lay Provincial executive officers are eligible to be elected to offices of the LP Chapter and serve on Lay Provincial Chapter standing committees.
3. Pro-fraternities and fraternities under reformation may send non-voting representatives to the LP Chapter at their fraternity’s expense, unless assessments have been paid; and such non-voting representatives are not eligible to be elected to offices of the LP Chapter.
4. The editor of the LP executive council newsletter may attend LP Chapter meetings as a non-voting observer, at the LP Chapter’s expense, if approved by the LP Chapter.
5. LP Chapter representatives must be present to vote. No proxy or absentee voting is allowed.
6. In the event that a fraternity’s representative is elected an officer of the Lay Provincial Council, the fraternity shall elect another representative to fulfill the remainder of the unexpired term.

B. Duties of the Lay Provincial Chapter

1. To approve and maintain in a timely manner the basic guidelines for initial and on-going formation programs to be used throughout the Province to educate, form and develop postulants, novices, and professed members;
2. To receive information from the fraternities about their respective formation programs, make recommendations to strengthen the Dominican charism and to further the apostolate of Lay Dominicans;
3. To assume responsibility for a provincial publication to promote communication among fraternities and to inform membership of significant events which affect their lives as Lay Dominicans, especially actions taken by the LP Chapter at its annual meeting;
4. To approve the LP Chapter annual budget and the assessment to be levied on each fraternity. The assessment is on the fraternity, based on a per capita number of the active professed members of the fraternity; postulants, novices, and prayer members excluded;
5. To consult with the Prior Provincial concerning the appointment of the provincial promoters;
6. To create and oversee such committees as it deems appropriate to support the mission of the Order, the LP Chapter, and the fraternities. Such standing committees:
 1. are the principal organs through which the LP Chapter functions and accomplishes its work throughout the year between annual LP Chapter meetings on a continuing year-to-year basis;
 2. are comprised of LP Chapter representatives and a member of the LP executive council appointed by the LP council president;
 3. monitor and report to the LP Chapter at least annually regarding the area of Lay Dominican life and activity to which they are assigned by the LP

- Chapter, such as formation, fraternity development, liturgy, governance, rules, ministries, budget, finance, ways and means, technology, and external relations;
- d. as appropriate within their area of focus, develop and recommend policies, procedures, rules, regulations, devotions, ceremonies, curricula, study materials, projects, budgets, and actions for adoption by the LP Chapter; and
 - e. meet in person or virtually at such frequency as the members of the committee deem appropriate.
7. May also to establish such committees, commissions, and task forces or appoints individuals to accomplish specific objectives;
 1. reserving to itself the right to appoint members of such entities, or to the LP council president, or both; and,
 - b. such entities and members thereof, shall be appointed for a term not to exceed the adjournment of the next LP Chapter, subject to renewal at the next LP Chapter for a like term.
 8. To support spiritually and financially the involvement of the Lay Dominicans of the Province at national and international events, councils, and congresses of the larger Order of Preachers, including:
 1. the cost of travel to the Dominican Laity Inter-Provincial Council meeting for the president, the provincial promoter and the Dominican Laity Inter-Provincial Council delegate; and
 - b. the cost for appointees to participate in the meetings appropriate to the appointees' office.

C. Lay Provincial Chapter Committees: Creation, Membership, and Governance

1. When creating a committee, the LP Chapter shall:
 1. determine the name of the committee and the scope of its jurisdiction;
 - b. set the number of the committee's LP Chapter representatives (or a minimum or maximum number) who would serve on it; and
 - c. determine any other aspect of the committee's character or activity.
2. Membership:
 1. The LP council president or his delegate will appoint such LP Chapter representatives to serve on a committee who have indicated an interest in serving on a particular committee and have at least one year left in their term as LP Chapter representative, as the president or his delegate deems appropriate. LP Chapter representatives may serve concurrently on more than one committee.
 - b. The LP council president or his delegate will endeavor to make initial appointments to and fill vacancies on committees by September 1st of each year.
 - c. The LP council president or his delegate will notify the fraternities of vacancies existing on committees throughout the year, and endeavor to appoint interested LP Chapter representatives to fill such vacancies as promptly as possible.
 - d. LP Chapter representative appointed to be a member of the committee may continue to be a member of a committee to which they were appointed until the end of their term of office as a LP Chapter representative.

- e. Because of their knowledge and experience, committee members whose term as a LP Chapter representative has expired may be invited by the committee to continue to participate as non-voting contributors on specific committee projects. Committees may also invite non-voting contributors who could advise and assist the committee in its work by providing subject-matter expertise or technical or administrative assistance.
3. Chair and Vice Chair
 1. The LP council president or his delegate will designate one of the members appointed to a committee as the committee's chair with a preference for a LP Chapter representative who is serving in their *second* three-year term as a LP Chapter representative and have at least one year term remaining.
 2. The LP council president or his delegate will designate one of the members appointed to a committee as the committee's vice chair with a preference for a LP Chapter representative who is serving in a *first* three-year term who has expressed an interest in continuing to serve on the committee if re-elected as LP Chapter representative for a second consecutive term.
 3. A LP Chapter representative designated as chair or vice chair of a committee may continue to serve in that position until the end of their term of office. Upon a vacancy in the position of committee chair, the vice chair shall assume the position of chair of the committee.
 4. The LP council president or his delegate will endeavor to designate committee chairs and vice chairs as needed by September 1st of each year and to fill any vice chair vacancy that may occur as promptly as possible from among the existing members of the committee.

D. Duties of Officers of the Lay Provincial Council and the Provincial Promoter

1. The president
 1. convenes the annual LP Chapter meeting with at least two months advance notice to the fraternity representatives;
 2. conducts all meetings and elections of the LP Chapter;
 3. appoints members to any committees or other bodies as directed by the LP Chapter, and is an *ex-officio* member of such committees, commissions, task forces or other bodies;
 4. receives the annual reports from each fraternity, including the membership roster of said fraternity which is filed with the secretary or other designated person; and
 5. serves as the *ex-officio* representative to the Dominican Laity Interprovincial Council meetings held during the president's term of office.
2. The vice-president
 - a. acts in place of the president in his/her absence;
 - b. serves as president *pro tempore* in case of vacancy in the office until a new president is elected; and
 - c. may be assigned such other duties as determined by the president or the LP Chapter.
3. The secretary

1. takes the minutes at LP Chapter meetings and within three months of adjournment, shall email a draft of the minutes to the officers and fraternity representatives;
 - b. shall present to the president at the next LP Chapter, the current draft of the minutes, for consideration and approval of the LP Chapter and submission to the Prior Provincial;
 - c. takes minutes of the LP Chapter meetings or actions thereof; and emails them to the LP Chapter representatives and to the LP executive council members; and upon approval by the Lay Provincial Council at its next meeting, shall email the minutes to the Prior Provincial;
 - d. ensures the maintenance and distribution of an annual update of the provincial membership, including name, address, telephone number, status, dates of reception, first profession, life profession, current office(s), and term expiration; and
 - e. attends to all correspondence as directed by the president and/or Lay Provincial Council.
4. The treasurer
1. prepares the treasurer's reports for the LP Chapter;
 - b. proposes a budget on a fiscal year basis to be approved by the LP Chapter and distributes it with the minutes;
 - c. maintains an accurate record of all funds received and disbursed, maintains a financial account of all LP Chapter funds, disburses funds as directed within the budget to those who submit receipts; and
 - d. helps in arranging travel and housing for LP Chapter and executive council meetings and other travel as requested.
5. The provincial formation officer
1. supervises as a resource for formation material and assists fraternities with implementing postulant and novice formation; and
 - b. encourages chapters to follow any on-going formation plan adopted by the LP Chapter.
6. The Dominican Laity Inter-Provincial Council delegate
1. with the president and provincial promoter, brings the concerns of the province to the Dominican Laity Inter-Provincial Council meetings;
 - b. reports to the LP Chapter the actions of the Dominican Laity Inter-Provincial Council; and
 - c. with the president and provincial promoter, organizes all meeting arrangements when the Dominican Laity Inter-Provincial Council meeting is held in the Western Province.
7. The provincial promoter
1. represents the Prior Provincial and, is a non-voting member of the LP Chapter and LP executive council;
 - b. learns of the special needs of each fraternity by attending the annual LP Chapter and by visiting the fraternities;
 - c. receives and reviews written copies of all actions taken by the LP Chapter in his absence;
 - d. accepts a stipend in return for services;
 - e. with the approval of LP Chapter may appoint an assistant who is not a member of the LP Chapter; expenses incurred by the assistant are to be approved in the annual budget of the LP Chapter;

- f. consults with fraternity councils regarding appointment or removal of religious assistants;
- g. participates in an intervention at the request of a fraternity or the LP executive council;
- h. brings provincial concerns to the Dominican Laity Inter-Provincial Council meeting as requested;
- i. with the LP executive council, may call special meetings of the LPC; and
- j. consults with the LP executive council and Prior Provincial regarding dismissal or dispensation of professed members.

E. Lay Provincial Council (“LP executive council”)

1. The members of the LP executive council are the president, vice-president, secretary, treasurer, provincial formation officer, Dominican Laity Inter-Provincial Council delegate, and the provincial promoter.
2. The duties of the LP executive council are to execute its on-going tasks; namely to:
 1. implement the decisions, resolutions and recommendations of the LP Chapter;
 2. discuss and respond to the need, question and concern of fraternities; and to bring before to the LP Chapter every proposal, concerns, or needs of the fraternities that have been brought to its attention;
 3. plan and carry out visitations to fraternities, with the goal of visiting each fraternity once every three years;
 4. facilitate the communication and coordination with other branches of the Dominican family;
 5. give notice, plan and prepare for the next LP Chapter;
 6. report to the next LP Chapter of actions taken on its behalf;
 7. support the work of the committees;
 8. upon passing a resolution finding there exists an exigency and explaining the reasons therefore; the LP executive council may authorize the LP council president to convene the LP Chapter in accordance with the Particular Directory, by electronic or other appropriate means; at such a meeting, the first order of business of the LP Chapter shall be: “Whether the LP Chapter should do its ordinary and regular business by electronic or other appropriate means on the basis of such exigency?”; and
 9. perform other duties as necessary and proper in the execution of the resolutions of the LP Chapter and the Particular Directory.

F. Elections and Terms of Office

1. Elections

1. The LP Chapter elects officers from among the life professed representatives and its current officers.
- b. The election takes place by open nomination and secret ballot of a quorum of representatives, with a majority approval.
- c. If there is no majority after two ballots, the two nominees with the highest number of votes on the second ballot will be eligible for further votes.
- d. No absentee or proxy votes are allowed.
- e. The offices of secretary and treasurer may be combined if the LP Chapter by resolution so determines.
- f. If an office is vacated, the LP council president may appoint a qualified person to fulfill such office, until the next LP Chapter election.

2. Terms of office

1. The term of office for all officers is three years, with a maximum of two consecutive terms.
- b. Elections of officers are to be staggered.
- c. A term of office shall begin sixty (60) days after the date of election.

G. Special Meetings

1. The LP council president and/or the provincial promoter, with the concurrence of the LP executive council, may call a special meeting of the LP Chapter giving one month's notice in writing of the time, place and reason for the meeting.
2. The LP Chapter shall bear the expenses of LP representatives to such special meetings.

XIII. **Prior Provincial**

A. Role

1. The Prior Provincial represents the Master of the Order in the affairs of the Laity of the Dominican Order in his province; and,
2. provides counsel to the laity of the Dominican Order.

B. Duties

1. The Prior Provincial presides over the fraternities within the Province and receives regular updates from the LP executive council;
2. by the recommendation of the LP Chapter and with the initial consent of the local ordinary, establishes new fraternities;
3. after consultation with the LP Chapter, appoints the provincial promoter as his representative within the province;
4. in consultation with the LP executive council and the local fraternity council, with the advice of the promoter, appoints and removes religious assistants;
5. after consultation with the provincial promoter and the LP executive council, may suppress a fraternity and determine the effective date for the termination of that fraternity's financial accounts; and
6. after consultation with the provincial promoter and the LP executive council, may dismiss a professed lay member:

1. ensures that the member being dismissed shall have the opportunity to review all materials contributing to the recommendation for the dismissal; and
- b. receives and processes any appeal to the Master General submitted by the dismissed member.

XIV. Amendment(s) to the Particular Directory, the RULE, and Conclusion

A. Amendment(s) to the Particular Directory

1. Proposed changes to the Particular Directory may be submitted by individual fraternity or the LP Chapter:
 1. By a majority vote of its members, a fraternity may submit proposed changes to the LP executive council, which shall present it to the LP Chapter at its next duly-called meeting; and
 - b. The LP Chapter, by a majority vote of its members at a duly-noticed meeting, submits proposed amendments for approval or disapproval.
2. Adoption of proposed amendments requires the following:
 1. Within six (6) months of a proposed amendment(s) having been submitted by the LP Chapter to the fraternities and two-thirds (2/3) of the fraternities have approved such amendment(s); each fraternity having approved the proposed amendment(s) by a simple majority of its members at a duly-called chapter; whereupon the fraternity secretary shall notify in writing the LP Chapter secretary the result of the fraternity's vote;
 - b. A two-thirds (2/3) majority vote of LP Chapter representatives; and
 - c. Subsequent approval by Prior Provincial and his council and by the Master General. (General Declarations, 10).

B. Petitions for Changes to the RULE

1. Proposed amendment(s) to the RULE may be submitted by an individual fraternity or the LPC:
 1. a fraternity, by a majority vote of its members, may submit proposed amendments to the LP executive council, which shall present it to the LP Chapter at its next meeting;
 - b. the LP Chapter, by majority vote, refers proposed changes, to the fraternities for approval or disapproval;
 - c. upon approval of two-thirds (2/3) of the fraternities, the proposed amendments shall be submitted to the LP Chapter at its next duly-called meeting; a two-thirds majority vote; and
 - d. upon approval, the LP Chapter shall submit the proposed amendments to the Prior Provincial for recommendation to the Master of the Order; for final approval.

XVI. Miscellany

1. Habits Worn by Lay Dominicans at Death

1. A life professed member may be robed in a Dominican habit after the time of death, so long as the habit is in accord with the norms of the Order and the member had first made the election known to the fraternity while alive.