



DISCIPLESHIP | LEADERSHIP | SERVICE

# CYC BOARD

OUR MISSION IS TO SHARE THE GOSPEL OF JESUS CHRIST WITH EVERY YOUNG PERSON IN OUR DIOCESE. THE CATHOLIC YOUTH COALITION BOARD HELPS US ACCOMPLISH THIS MISSION BY FORMING,

EQUIPPING, AND SENDING YOUNG PEOPLE TO BE SERVANT LEADERS AND WITNESSES TO THE GOSPEL IN THEIR OWN FAMILIES, PARISHES, SCHOOLS, AND COMMUNITIES.

MEETING DATES:

- AUG. 22-24 (LEGENDARY LODGE)
- OCT. 10-12 (EAST HELENA)
- DEC. 5-6 (DEER LODGE)
- FEB. 6-8 (BUTTE)

WHO? GRADES 9-12

COST: \$350

INFO & REGISTRATION: [DIOCESEHELENA.ORG/CYCBOARD](https://diocesehelena.org/cycboard)

EVENT DATES:

- OCT. 25 - JUNIOR HIGH RALLY
- JAN. 23-25 - SKI RETREAT
- MARCH 20-22 - CYC CONVENTION
- JULY 7-12 - J.O.P.





# Quick Facts

November 20-22 , 2025

Indianapolis, IN

Find more details in the Handbook:  
[diocesehelena.org/ncyc](http://diocesehelena.org/ncyc)

For High School Youth in

## Grades 9-12

and their adult chaperones.

# NCYC

**Registration :** **\$675**  
 (includes housing & some meals)

**Airfare:** **\$600**  
 (estimated)

**Total Cost:** **\$1,275**



Together



Christ-Centered

**Registration:** [diocesehelena.org/ncyc](http://diocesehelena.org/ncyc)

**Deadlines:** Aug. 1 & Oct. 1

**Coordinate with your parish/school.**

Please do not register as an individual. NCYC is meant to be experienced with a local parish/school. All youth must be accompanied by a Safe Environment (VIRTUS) adult. This is usually the youth minister or other adult volunteer from the parish/school and will also help coordinate travel, food, and housing.

## Details:

**Where:** Indianapolis, IN

**When:** Nov. 19 - Travel Day  
 Nov. 20-22 - NCYC  
 Nov. 23 - Travel Day

**Who:** High school youth in grades 9-12 & their adult chaperones.

**Housing:** Included with cost of registration & coordinated by OYYAM

**Airfare:** Travel to/from Indianapolis is the responsibility of each parish/school. OYYAM can offer only tips & referrals to travel agents.



📍 Lucas Oil Stadium  
 500 S Capitol Ave., Indianapolis, IN 46225

✉ [kmolm@dohmt.org](mailto:kmolm@dohmt.org)

🌐 [diocesehelena.org/ncyc](http://diocesehelena.org/ncyc)



**+406-389-7055**

Call Kevin with ?'s





# WHAT'S INSIDE...

## 05

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### FAQ'S:

Turn here to get the bottom-line. We'll cover the most common questions, as well as address important updates to CYC Board.

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### YOUTH

Participation on CYC Board is a substantial commitment that you must seriously consider. We outline exactly what you are getting yourself into, as well as the benefits of serving on this leadership team.

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### PARENTS

You are the primary influence in your child's faith development. We have witnessed the conversion of *families* through youth's participation in CYC Board. When you partner with us, the whole Church wins.

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### PARISHES

Parishes are responsible for supporting the faith development of their youth. CYC Board can be a powerful experience in this process, and we invite parishes to support this ministry in several ways.

## QUICK FACTS:

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### COST: \$350

(There is no cost for Adult Chaperones)

### REGISTRATION

Register through your local parish. Youth must confirm support from their parish before registering, especially to find an adult chaperone. Then, register online at [diocesehelena.org/cycboard](http://diocesehelena.org/cycboard).

### FINANCIAL AID IS AVAILABLE!

Aid is available through the For Youth By Youth Scholarship. See details on pp. 13-14.

### CONTACT INFORMATION:

Kevin Molm  
Diocese of Helena  
Youth & Young Adult Ministry  
PO Box 1729  
Helena, MT 59624  
[kmolm@dohmt.org](mailto:kmolm@dohmt.org)  
406.389.7055

## Greetings,

Our mission is to share the Gospel of Jesus Christ with every young person in our diocese. CYC Board helps us accomplish this mission by forming, equipping, and then co-missioning young people as strong disciples, servant leaders, and witnesses to the Gospel in their own families, parishes, schools, and communities.

We welcome any high school youth (grades 9-12) from the Diocese of Helena on the CYC Board who is willing to make the commitment. Especially, CYC Board is for those young people who are already actively participating in their parish and are looking for further opportunities to help lead, plan, and facilitate diocesan youth ministry initiatives.

Serving on Board is an incredible privilege that comes with opportunities and responsibilities. Please read the Handbook thoroughly to understand the expectations. Then, prayerfully consider your availability and where God is calling you to serve next year. At minimum, we expect the following of all CYC Board members:

- **Living a Sacramental Life:** Active participation in the Sacraments (especially weekend liturgy) in their local parish.
- **Parish First:** Regular, active participation in their local parish youth ministry/faith formation program
- **Presence & Commitment:** Participation at all 4 Board meetings
- **Serving & Leading:** Openness to lead and participate in other CYC Board activities (e.g. Convention, Justice Outreach Project, Junior Rally, Awakening Retreat, etc.)

We hope that you are excited to make the commitment to participate in this year-long faith formation experience. Please contact me with any questions. And, please pray for me, our Bishop, and all of our young people.

Yours in Christ,



Kevin Molm  
OYYAM Manager  
[kmolm@dohmt.org](mailto:kmolm@dohmt.org)  
406.389.7055





# Details

REGISTRATION, DATES,  
LOCATIONS, ETC.

## REGISTRATION:

Registration is managed through the local parish. Please do not register for CYC Board until you have first communicated with your local parish, especially to confirm that your child will have a Safe Environment (VIRTUS) compliant adult to chaperone your child to each meeting.

After confirming with your local parish, registration will be available online at [diocesehelena.org/cycboard](http://diocesehelena.org/cycboard). Some parishes may choose to register all participants as a group (see below) and submit one payment, others may have each individual register and pay separately. Please communicate with your local parish so as not to duplicate payments. Payment may be made by card online or by check sent to the diocese.

Refunds: Cancel before Aug. 22: Full Refund; Aug. 23-Oct. 10: 75% refund; After Oct. 4: No refund.

## GROUP REGISTRATIONS:

- Confirm & Register an "Adult Chaperone" for each CYC Board Member (6:1 Youth to Adult; see pp. 11-12 for details.)
- Collect registration information, fees, and essays from each young person (See pp. 15-16).
- Go to [diocesehelena.org/cycboard](http://diocesehelena.org/cycboard) and follow registration instructions.
- Payment: Parishes registering groups may pay either with a credit card at time of registration or print an invoice to pay by check.
- Youth Ministers: Make sure to register yourself and any other adult chaperones!

## DATES & LOCATIONS:

CYC Board Members are expected to be at every meeting. Other events are highly encouraged for all and mandatory for those who volunteer for a role in the event.

- Meeting #1 - Aug. 22-24 (Legendary Lodge - **Seeley Lake**)
- Meeting #2 - Oct. 10-12 (Ss. Cyril & Methodius Parish - **East Helena**)
- Junior High Rally - Oct. 25 (Location: TBD)
- Meeting #3 - Dec. 4-7 (Immaculate Conception Parish - **Deer Lodge**)
- Meeting #4 - Feb. 6-8 (St. Ann's Catholic Church - **Butte**)
- \*CYC Convention - March 20-22 (Carroll College - **Helena**)

## MEETINGS & OTHER DETAILS:

Each meeting is a little different, but, in general, here's how they work:

**Plan to arrive on Friday from 5:30-6:30pm.** Meetings will end by 12noon on Sundays.

**All CYC Board Members are expected to participate in the entire meeting, including staying overnight at the designated facility.** Late arrivals and early departures are strongly discouraged.

CYC Board members are responsible for their transportation to and from meetings/events. **Youth may not drive themselves or other youth.** Coordinate with your Youth Minister/Adult Chaperone.

All CYC Board members should bring with them their journal and Bible, as well as the usual overnight necessities: sleeping bag, sleeping pad, pillow, towel, toiletries, change of clothes, etc.

All meals are provided at a Board meeting. (Donations of snacks are always welcome!)

An adult is someone who is at least 18 years old AND is not in high school. High school Seniors who turn 18 during the year will continue to be considered a youth participant for the entire year.

**\*CYC Convention:** CYC Board must register and pay separately for CYC Convention. (CYC Board members will receive a discounted rate.) For those who are able and willing, we will gather on Thursday night through Friday afternoon to setup. Once Convention begins, Board youth are expected to join their respective parish youth group for the rest of the weekend.



# YOUTH MINISTERS

Only through your own dedication to our Church, love for our young people, and your personal witness to the Gospel of Jesus Christ can this ministry exist. We cannot overstate the importance of caring, loving adults to this ministry. Thank you.

Regardless of your official job title or status, if you willingly accompany young people on their faith journey, then we consider you a youth minister. You are an agent of the Church, helping to bring alive the Gospel of Jesus Christ in the hearts of young people.

For those of you who are the official "Youth Minister" at your parish, CYC Board provides you an opportunity to spend intentional time ministering to your youth.

Primarily, your role on CYC Board is to mentor, guide, and chaperone youth from your community. While your car, presence as a VIRTUS-compliant adult, and dish-washing abilities make this ministry literally possible, we implore you to see that your role on CYC Board is greater than the sum of just the things you do. You have wisdom, experience, and knowledge that our youth desperately need. When you are not here to share your gifts, we suffer for it.

Our bishops teach in *Renewing the Vision* that effective youth ministry is based on relationships. And, relationships take time; there is no short-cut for forming relationships.

**"YOUNG PEOPLE  
NEED TO KNOW AND  
BE KNOWN BY THE  
CHURCH'S MINISTERS  
IF THEY ARE TO  
BETTER UNDERSTAND  
HOW GOD IS CALLING  
THEM TO LIVE AS  
DISCIPLES."**

**-USCCB,  
RENEWING THE VISION**

Some of the best "ministry" you will ever do will be in the car ride to an event. This is actually why we book our events in the remotest of places: we want you to have as much time as possible in a car full of teenagers! (Just joking.)

There are some specific tasks that need to be done, although there is much discretion in how to do them, as each parish has different resources. OYYAM will gladly provide advice and best practices.

No list of responsibilities could ever describe all of what youth ministers actually do to make CYC Board happen. Nevertheless, such a list would absolutely include things like:

- **Ensure youth are safe**
- **Coordinate rides**
- **Identify Adult Chaperones**
- **Teach youth to pray**
- **Manage registrations**
- **Communicate with parents**
- **Ensure youth are on time**
- **Ensure youth grow in discipleship**
- **Ensure youth participate in the parish, especially Sacraments**

Chaperones: OYYAM does not have a staff; we rely on parish volunteers and youth ministers to ensure a safe environment. Every youth must be chaperoned by a VIRTUS-adult, but it does not have to be the same adult at every meeting. Chaperones must stay at the facility overnight. They must also register.

Questions? Contact Kevin Molm: [kmolm@dohmt.org](mailto:kmolm@dohmt.org); 406.389.7055



# ROLES FOR ADULTS



"The charism of spiritual accompaniment is not necessarily linked to ordained ministry, nor was it in the past... A good accompanier is a person who is *balanced, a listener, a person of faith and prayer*, who has the measure of his own weaknesses and frailties.

-2018 Synod of Bishops on Young People, the Faith & Vocational Discernment

While any adult who works with youth in the context of the faith is a "youth minister," we have identified specific roles for adults, each with different responsibilities. Because every parish has different resources (e.g. some have a full-time, paid youth minister), some individuals may serve in one or more of these roles. With all of that in mind, here are some definitions for the different roles and the respective responsibilities for adults:

**Adult Leader:** (see p. 9 for full description)

- This position is eligible for a stipend and requires completing an application with OYYAM and being accepted. These individuals assume the bulk of responsibility for the formation pieces (e.g. facilitating lessons, leading prayer experiences, etc.), in addition to assisting with the practical needs of the meetings (e.g. setup, cleanup, driving, cooking, etc.). They will be small group facilitators during the meetings, and they have a responsibility for staying connected with their small groups between meetings. Also between meetings, they will meet (virtually) to plan and coordinate the next meeting. They must be at least 20 years old and meet safe environment (VIRTUS) requirements.

**Adult Chaperone:**

- This is a great role for parish faith formation leaders and parents who want to participate and contribute to CYC Board but may not be able to make the full commitment to the Adult Leader position. While Adult Chaperones are welcome to participate in the formation pieces of CYC Board, these volunteers primarily serve to ensure a safe environment and help with the practical logistics to make the meetings happen, such as staying overnight on-site during the weekends, driving kids to/from meetings, prepping and cooking meals, etc. Adult Chaperones must be 21+ and meet safe environment (VIRTUS) requirements. They must complete the registration for CYC Board and RSVP for the meeting(s) they will attend, but there is no cost.

**Parish Contact:**

- This is someone at the parish who serves as a liaison between OYYAM and CYC Board youth and their families. Primarily, they help to ensure that timely and appropriate communications are sent and received. In addition, this person should assist families with managing registration, collective fees, submitting payment to diocese, etc.

# Adult Leader Job Description

**For Adults (20+) who will commit to every Board meeting.**



The CYC Board Adult Leader provides spiritual accompaniment and logistical support to high school members of the CYC Board. This leader models faithful Christian discipleship, supports youth formation and leadership, and helps ensure that every Board meeting is a safe environment-compliant experience.

## **Application (Due August 8):**

To apply, contact Kevin Molm, Manager of the Office of Youth & Young Adult Ministry: [kmolm@dohmt.org](mailto:kmolm@dohmt.org) or 406.389.7055

## **Essential Duties & Responsibilities:**

- Provide spiritual accompaniment to youth on the CYC Board by listening, mentoring, praying, and walking alongside them in their faith journey.
- Be actively involved in Board activities to support the Christian discipleship formation and leadership development of the young people.
- Model active participation in the Sacramental and communal life of the Church.
- Be present and assist with the setup and breakdown of each CYC Board meeting.
- Assist with ensuring a safe environment at CYC Board meetings, including enforcing rules and appropriate behavior.
- Offer transportation to and from meetings for Board members, if applicable.
- Serve as a communication liaison between OYYAM and CYC Board youth and their families, helping to ensure they receive (and respond) to communications.
- Support and guide youth in their work on committee(s) or planning team(s).
- Help lead and facilitate lessons, workshops, prayer experiences, and other activities as needed.
- Meet regularly (once per month) via video conference or in-person with other Adult Leaders and OYYAM to plan and coordinate upcoming CYC Board meetings.
- Take responsibility for a small group (6-8 youth, plus 1-2 additional adults) for the ministry year, which includes:
  - Communicating with small group members before and after meetings, both to ensure follow up with relevant responsibilities and to encourage a regular prayer life, participation in the Sacraments, and practices of the faith.
  - Facilitate small group conversations, prayer, and other activities.
  - Ensure small group participants are present, engaged, and supported.
  - Ensure youth are meeting the responsibilities they have volunteered to do.

## **Qualifications:**

- Minimum Requirements:
  - Must be a practicing Catholic in good standing.
  - At least 20 years old and no longer in high school (preference for 21+)
  - Compliance with Diocese of Helena Safe Environment Policy, including completion of a background check and Protecting God's Children (VIRTUS) training
- Preferred Qualities:
  - Demonstrated ability to spiritually accompany young people.
  - Strong interpersonal and communication skills.
  - Responsible, dependable, and able to collaborate with both youth and adult leaders.
  - Experience in youth or pastoral ministry is a plus.
- Physical & Travel Requirements:
  - Must be able to lift up to 30 lbs. occasionally (e.g. for setup/cleanup)
  - Ability to travel to all meeting locations. (Preference for those with their own, reliable transportation.)
  - Must be willing and able to stay overnight at meeting facilities.

## **Meeting Dates, & Expectations**

Young Adult Leaders are expected to attend all four meetings, the August 12 planning meeting, and monthly planning meetings (time and location/virtual TBD). Exceptions may be made for extenuating circumstances. In addition, we prefer candidates who are also available to assist with Junior High Rally & the CYC Convention/Eucharistic Congress:

- Adult Planning Meeting - August 12 - Helena/Virtual
- CYC Board Meeting 1 - August 22-24 - Legendary Lodge
- CYC Board Meeting 2 - October 10-12 - East Helena
- Junior High Rally - October 25 (Location TBD)
- CYC Board Meeting 3 - December 5-6 - Deer Lodge
- CYC Board Meeting 4 - February 6-8 - Butte
- CYC Convention/Eucharistic Congress - March 20-22 - Helena





## FREQUENTLY ASKED QUESTIONS

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### **Who can participate?**

Any high school youth (grades 9-12) who is active in their local parish is welcome to participate.

### **Is there a cost?**

The cost is \$350 for a youth. This covers food, housing, and all supplies/materials for 4 meetings. This also includes a discounted registration to CYC Convention in March.

### **How about financial assistance?**

Scholarships are available! We are committed to working in partnership with the local parish and the youth's family to ensure that no individual is denied the opportunity to participate due to finances. (See pp. 13-14 for details.)

### **Do I have to be at every CYC Board Meeting?**

Yes. The expectation is that you commit to being present at all 4 meetings. This is a year-long faith formation experience that builds from one meeting to the next. Discipleship and leadership take commitment and sacrifice. Intentionally discern whether you are able to commit to this ministry.

### **What if I'm late/leave early or must miss a meeting?**

The expectation is that Board members are at every board meeting for the whole time. In extenuating circumstances, youth can communicate with their youth minister to make other arrangements.

### **Can I sleep at home if a meeting is in my hometown?**

No. The expectation is that you are on-site the entire time. (That goes for Adult Chaperones, too.)

### **What if my parish doesn't have a youth minister?**

If your parish does not have a youth minister, then you should work with your pastor to find an adult who is willing to serve as your chaperone. OYYAM does not have a staff; we rely on parish-based volunteers and staff to accompany young people on their faith journey. We need faithful adults who care for and about young people. Usually, this is the "Youth Minister" at the local parish but may be any Safe Environment-compliant adult that is willing to assist and accompany a young person in their faith. You may have a different Adult Chaperone for each meeting. (See "Roles for Adults" on p. 7 for more details.)

### **How about transportation?**

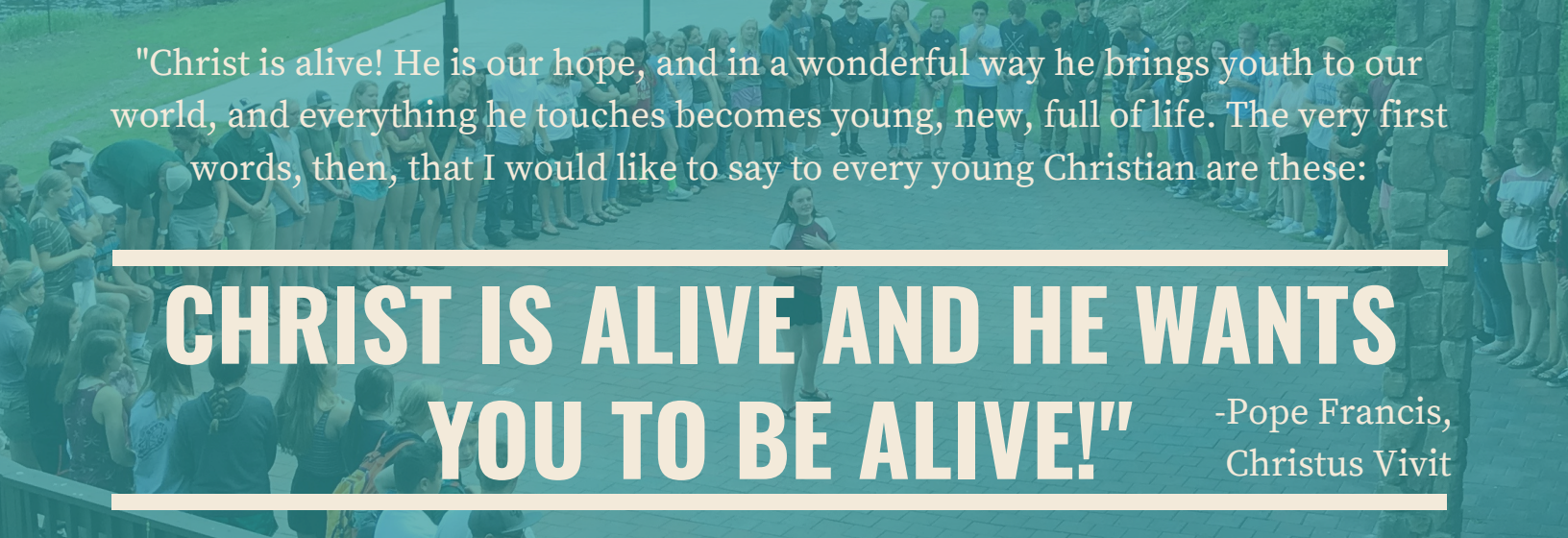
Transportation to meetings is coordinated by the local parish. Youth are not to drive themselves or other youth.

### **What do we do at a CYC Board meeting?**

In short, we pray, play, grow in faith, and plan diocesan ministry events. Every weekend is rooted in prayer, and we provide formation and catechesis. The "work" of each meeting includes discerning themes and speakers, developing programming, practicing performances, and more. Plus, we have lots of fun doing it!

### **What if I'm not from the Diocese of Helena**

We welcome young people from outside of the Diocese of Helena to participate. Although the events you plan on Board would serve those in our Diocese, what you learn about leadership and discipleship are directly applicable to your own diocese. On a practical level, you will need to be accompanied by an adult who meets the safe environment policies of your home diocese.



"Christ is alive! He is our hope, and in a wonderful way he brings youth to our world, and everything he touches becomes young, new, full of life. The very first words, then, that I would like to say to every young Christian are these:

# CHRIST IS ALIVE AND HE WANTS YOU TO BE ALIVE!"

-Pope Francis,  
Christus Vivit

**We welcome any high school youth (grades 9-12) who actively participates in his/her parish youth programs and is willing to make the commitment to the ministry.**

**We meet 4 times, plus CYC Convention. At each meeting you will:**

- Receive consistent Catholic discipleship formation and leadership development.
- Assist with planning, advising, and facilitating OYYAM events, such as Junior High Rally, CYC Kickball, Awakening Retreat, CYC Convention, Justice Outreach Project, and more.
- Encouragement and formation to assist with local youth ministry efforts in local parishes.

## EXPECTATIONS FOR YOUTH

### **PARISH FIRST, THEN CYC BOARD.**

At minimum, CYC Board youth are expected to regularly participate - fully and actively - in weekend Mass at their local parish and consistently participate in the local/parish youth ministry programming.

### **ATTEND EVERY CYC BOARD MEETING. THEN, PARTICIPATE IN OTHER EVENTS AS ABLE.**

Yes, you are expected to be at each of the 4 Board meetings. Check your calendar and prayerfully consider your availability for this ministry before you commit.

### **DISCIPLESHIP.**

CYC Board members must be grounded in the practices of the faith, including regularly participating in the Sacraments and a disciplined prayer life that includes reading scripture.

### **LEADERSHIP.**

Parishes should expect their CYC Board youth to serve in leadership roles in their community. This includes helping to plan or facilitate regular youth ministry programming, serving as lay ministers in liturgies as appropriate for age/formation (e.g. Lector, Altar Server, Extraordinary Ministry of Holy Communion, etc.), and participating responsibly in the life, mission, and work of the local parish.

CYC Board members are not expected to attend every OYYAM event. However, you are expected to help plan and facilitate OYYAM events, which means that if you volunteer to lead an activity at that event, then you need to plan to be there. Board members will receive discounted (or free) registration fees.

High school Seniors who turn 18 during the year will continue to be considered a youth participant for the entire year.



# Parents

"Parents are 'by word and example ... the first heralds of the faith with regard to their children.' Thus the home is the first school of Christian life."  
-Catechism of the Catholic Church, 1656

We cannot overstate the importance of parents to this ministry. CYC Board happens only because parents generously support this ministry with their time, treasure, and prayers. Your willingness to volunteer as chaperones, chauffeurs, cooks, and more, provides the structure that allows us to gather well and to focus on serving the youth of our diocese.

## **We are sincerely grateful.**

Especially for those parents who are new to this ministry, below is some pertinent information to help you best support your child's participation on CYC Board:

## **Pray.**

Possibly the greatest thing you can do to support your child's faith development is to pray for him/her.

## **Parish first, then CYC Board.**

All CYC Board members are expected to be active in their local parish, especially in youth ministry/faith formation. We ask that you, first and foremost, make clear that you expect your child to participate in the life of your local parish if s/he wants to participate on CYC Board.

If your local parish does not have youth ministry, then we would highly encourage you to have a conversation with your pastor about how the parish can support your child's faith formation, including assisting your child's participation on CYC Board. Incredible things can happen when parents advocate for the faith development of their children.

## **Financial Aid**

We provide need-based aid through the For Youth By Youth Scholarship. See pp. 13-14 for details.

## **Coordinate and confirm transportation and a chaperone.**

The responsibility lies with the parents and local parish (usually the Youth Minister) for providing/coordinating transportation and chaperones who meet Diocese of Helena Safe Environment policies.

Please coordinate with your local parish to confirm that your child has transportation to/from CYC Board events and that your child will be chaperoned by an adult who meets Diocese of Helena Safe Environment (VIRTUS) policies. High school Seniors who turn 18 during the year will continue to be considered a youth participant.

## **You are invited to participate, too!**



Having trouble finding a chaperone for your child? You could be that person! While your child may say that they don't want you hanging out with them, you could be the adult who impacts the life of one of the other teens on CYC Board.

The community and system of support that we build among the adult volunteers is real. Conversions happen at CYC Board, and not just for teens. Christ-centered, joyful, and authentic adult friendships form among the community of adults who serve on CYC Board.

Talk to your local youth minister or contact Kevin (406.389.7055 - [kmolm@diocesehelena.org](mailto:kmolm@diocesehelena.org)) to learn more about how you can be a part of this ministry.

# Parish

"Youth ministry...is not out to replace the family or the apostolic priesthood – it offers humble and zealous cooperation in the Church's saving mission which begins in the family and continues in the ecclesial community."

-Fr. Damian Ference, Word on Fire

OYYAM seeks to partner with parishes in our common mission to make disciples of Jesus Christ. We work together to create the best possible faith formation and ministry experiences for every youth in our diocese. No single event or program could ever provide every need for every individual youth.

Diocesan youth ministry seeks to compliment - not supplant - local youth ministry. The large-group gatherings that are the fruit of diocesan youth ministry can be transformative moments of conversion for young people. However, without a local faith community that can sustain the flames of faith through the normal ebbs and flows of the spiritual life, any "mountain top" conversions that happen at large gatherings will merely be bright flashes of faith that burnout quickly.

## **Parish first, then CYC Board.**

All CYC Board members are expected to be active in their local parish, especially in youth ministry. If a parish's leaders are disappointed in their CYC Board member's participation, they should contact Kevin Molm in the Office of Youth and Young Adult Ministry (406.389.7055 or kmolm@dohmt.org).

## **Parish Responsibilities:**

Each parish community has different resources and approaches to youth ministry. OYYAM will work with each parish and their unique circumstances. Please contact OYYAM with any questions about you can best support your youth's participation on CYC Board.

Parishes are expected to know who their CYC Board youth and encourage responsible participation at both parish and diocesan levels. This means that someone in your parish (usually the Youth Minister) must be willing to ensure that this is happening. In addition, the parish should ensure families are informed, manage and collect registration forms, assist with coordinating rides, ensuring Adult Chaperones are compliant with Safe Environment policy, etc.

Some specific responsibilities for parishes:

- **Designate a "Parish Contact":**

The "Parish Contact" (usually the Youth Minister) will serve as the liaison between OYYAM, the Parish, and youth/families. Their responsibilities are primarily about communication, ensuring that youth and their families stay informed, such as by forwarding messages from OYYAM to parents, publishing announcements in bulletins, etc. The Parish Contact does not have to be present at Board meetings. They are crucial, however, in helping families coordinate rides, identifying Safe Environment (VIRTUS) certified chaperones, collecting registration fees, etc.

- **Coordinate Registration:**

Parishes may manage registration in whatever way best meets their needs. At minimum, the parish needs to confirm Adult Chaperone(s) for their youth at each event. Best practices include collecting registration forms/fees and submitting them online: [diocesehelena.org/cycboard](http://diocesehelena.org/cycboard). Both youth and Adult Chaperones must register (there is no cost for Adult Chaperones). (See description of "Roles for Adults" on p. 7 for more details.)

- **Coordinate Chaperones & Transportation:**

The responsibility lies with the parents and local parish for coordinating transportation and Adult Chaperones who meet Diocese of Helena Safe Environment policies. The appropriate ratio for Board meetings is 6:1 Youth to Adult. High school Seniors who turn 18 during the year will continue to be considered a youth participant.

- **Communication:**

The "Parish Contact" should regularly communicate with CYC Board youth and parents about their participation in Board, including updates, notices, and details about transportation/chaperones, and to confirm that youth are meeting your expectations regarding their participation in parish life. Also, OYYAM will send updates/notices to this person.



# For Youth By Youth Scholarship

**Paper Application (submit online at [diocesehelena.org/fyby](http://diocesehelena.org/fyby))**



The For Youth By Youth Scholarship (FYBY) was created by the CYC Board to foster a community of believers with equal access to OYYAM programs. It was established and continues to be funded through the generous stewardship of both youth and young adults. Funds are dispersed based on need, with preference given to youth in grades 6-12. The FYBY Scholarship provides up to 50% of the registration cost of an OYYAM event. We also encourage the local parish to also assist financially towards the cost.

This application is to be used one per family per event. Information under "General Information" should be either an adult participant (18-25) or the parent/guardian of the youth participant(s). Submit applications online at [diocesehelena.org/fyby](http://diocesehelena.org/fyby) or via email to Kevin Molm at [kmolm@dohmt.org](mailto:kmolm@dohmt.org). Contact Kevin Molm with questions: 406.389.7055.

## GENERAL INFORMATION OF PARENT/GUARDIAN OR ADULT PARTICIPANT (18+)

First Name:

Last Name:

Address:

City, ST Zip:

Phone:

Email:

### PARTICIPANT #1

Name:

Registering as (select one):

- ☐ Young Adult (18-25)   ☐ High School Youth (Grades 9-12)  
☐ Junior High Youth (Grades 6-8)

### PARTICIPANT #2

Name:

Registering as (select one):

- ☐ Young Adult (18-25)   ☐ High School Youth (Grades 9-12)  
☐ Junior High Youth (Grades 6-8)

### PARTICIPANT #3

Name:

Registering as (select one):

- ☐ Young Adult (18-25)   ☐ High School Youth (Grades 9-12)  
☐ Junior High Youth (Grades 6-8)

### PARTICIPANT #4

Name:

Registering as (select one):

- ☐ Young Adult (18-25)   ☐ High School Youth (Grades 9-12)  
☐ Junior High Youth (Grades 6-8)

### PARTICIPANT #1

Name:

Registering as (select one):

- ☐ Young Adult (18-25)   ☐ High School Youth (Grades 9-12)  
☐ Junior High Youth (Grades 6-8)

### PARTICIPANT #1

Name:

Registering as (select one):

- ☐ Young Adult (18-25)   ☐ High School Youth (Grades 9-12)  
☐ Junior High Youth (Grades 6-8)

### PARTICIPANT #5

Name:

Registering as (select one):

- ☐ Young Adult (18-25)   ☐ High School Youth (Grades 9-12)  
☐ Junior High Youth (Grades 6-8)

### PARTICIPANT #6

Name:

Registering as (select one):

- ☐ Young Adult (18-25)   ☐ High School Youth (Grades 9-12)  
☐ Junior High Youth (Grades 6-8)

# For Youth By Youth Scholarship

Paper Application (submit online at [diocesehelena.org/fyby](http://diocesehelena.org/fyby))



## PARISH INFORMATION

Parish Name:		City:
Are you receiving financial aid from your local parish?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount Contributed by parish:

## FINANCIAL NEED DECLARATION (THIS IS A NEED-BASED SCHOLARSHIP.)

Name & Date of event for which you are seeking financial assistance:			
Have you or others in your family been awarded a scholarship for other event(s) this year? If "yes," for which event(s), and how much were you awarded?			
I declare that the cost of this event would be a financial burden to my family? (circle one)	I Agree	-----	I Disagree
Would you be able to participate in this event if you do not receive any FYBY scholarship aid? (The maximum award is 50% of the registration fee)	Yes	-----	No ----- Maybe
On a scale of 1-10, how likely are you to participate in this event if you DO NOT receive any FYBY scholarship funds? (1=Not Likely; 10=Very Likely)			

## SPECIAL CIRCUMSTANCES:

Please list or describe below any circumstances that should be taken into consideration:

\_\_\_\_\_  
Signature of Parent/Guardian or Adult Participant (18+)

\_\_\_\_\_  
Date

By signing, you confirm that the information provided is accurate and true.

Thank you for applying for financial aid for an OYYAM event. Please submit the completed form either by email to Kevin Molm at [kmolm@dohmt.org](mailto:kmolm@dohmt.org) or submit it electronically online at [diocesehelena.org/fyby](http://diocesehelena.org/fyby).

We will contact you within 5 business days of receiving the application so that you may complete the registration process for the event. By submitting the application, you agree to allow OYYAM or its agents to share and discuss your application with the pastor/administrator of your parish or other individual(s) relevant Diocese of Helena staff or agents to make decisions regarding the scholarship.



I, the undersigned hereby grant permission for me/my child (Participant) to attend and participate in the 2025-2026 CYC Board (Board), which may require transportation away from my home church. As a legal adult myself or the parent/legal guardian of Participant, I remain legally responsible for any personal actions taken by Participant. I agree on behalf of myself/my child, or our heirs, successors, and assigns, to hold harmless and defend my parish/school and the Roman Catholic Bishop of Helena, Diocese of Helena (Diocese), Carroll College, adult chaperones, and representatives associated with Board, arising from or in connection with me/my child attending the event(s) or in connection with any illness, injury or cost of medical treatment in connection therewith, and I agree to compensate the parish, its directors and agents, and the Diocese, chaperones or its representatives for reasonable attorney's fees and expenses arising in connection therewith.

I hereby warrant that to the best of my knowledge, I/my child is in good health, and I assume all responsibility for the health of me/my child. In the event of an emergency, I hereby give permission to transport me/my child to a hospital for emergency medical or surgical treatment. I wish to be advised prior to any further treatment by the hospital/doctor.

I/my child agrees to abide by all rules attached to Board. Specific behaviors that are not permitted include but are not limited to: fighting, obscene language, offensive or revealing clothing, and the use/possession of tobacco, vaping products, alcohol, illegal drugs, and weapons. Youth may not drive themselves or other minors to/from OYYAM events. I also understand that if Participant violates any of the rules, Participant may be required to leave the activity at his/her own expense.

Event directors have the authority to prohibit video camera or other forms of image-recording devices, as appropriate, to prevent distractions or to protect against violating the privacy of participants. Violation of this policy may result in confiscation of such equipment for the duration of a Board meeting and/or dismissal from the event(s).

By signing this form I understand that a picture or video of myself/my child and/or work or projects created by myself/my child (e.g. still pictures, audio/video recording, etc.) may be published in print or online by my parish, Catholic school, Legendary Lodge, Diocese, The Foundation for the Diocese of Helena, Carroll College, or their agents to advance the mission and purpose of the Catholic Church. I also grant Diocese permission to share the information included on the registration form with these or other entities to advance the mission and purpose of the Catholic Church.

Participant (Youth/Adult) Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Participant Name \_\_\_\_\_ (Please print)

Parent/Guardian Name (Please print)

**ADULT DIOCESAN POLICY STATEMENT** (Required of all Adult Chaperones):

I hereby attest that I have read or been informed of and agree to comply with the provisions of the Diocese of Helena's Policy Regarding Child Abuse, Sexual Misconduct, and Sexual Harassment, including submitting to a background check through my parish or Catholic school.

Adult Participant Signature

Date \_\_\_\_\_

# 2025-2026 CYC Board



**Registration is to be managed by the parish ("Youth Minister").**

Each parish will manage registration differently. Please do not register until you have had a conversation with your Youth Minister. Parishes may use this paper registration to collect the necessary information from their youth/parents, then submit registration online. *Please do not mail/return physical registrations to the Diocese.* Contact Kevin Molm with questions: kmolm@dohmt.org or 406.389.7055.

**Cost:** \$350 Youth (Grades 9-12)

More information and online registration at:

**Financial Assistance Available:** [diocesehelena.org/fyby](http://diocesehelena.org/fyby)

**[diocesehelena.org/cycboard](http://diocesehelena.org/cycboard)**

First Name:		Last Name:	
(First) Name on Name Badge:	Status (Circle one):	Grade 9 Adult Chaperone	Grade 10 Grade 11 Grade 12 Priest/Religious
Address:			
City/State/Zip:			
Email:	Phone:	Date of Birth (MM/DD/YY):	
Parish Name:	Shirt Size - Circle One - (All Sizes Adult): XS / Small / Medium / Large / XL / 2XL / 3XL		Sex (Male or Female):
Emergency Contact Name:	Emergency Contact Phone:	Relationship (e.g. "Mom"):	
Emergency Contact Email:	*Youth Minister / Parish Contact Name:		

*Service is a large component of CYC Board. In what ways or areas are you most interested in serving? (Circle up to 3)*

Altar Server	Communications between Mtgs.	Setup/Cleanup at Mtgs.	Art/Design	Kitchen Help	Leading Prayer	Hospitality	Lector
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On a separate page, with this registration **submit a brief statement (200 to 300 words)** that answers the following:  
*Why do you want to join CYC Board, what gifts or strengths will you bring, and/or what do you hope to learn?*

## Dietary Restrictions or Serious Medical Conditions

Please describe any conditions that need special accommodation or should be known in case of emergency:

\*All high school youth (grades 9-12) must be accompanied by a safe environment adult. Your parish/youth minister is responsible for helping you identify that person. See the Handbook for more details about chaperones.