



EPISCOPAL
DIOCESE
of Southern Virginia

Certification of Lay Delegates and Alternates for the 2022-2023 Council Year

Certificates are due by September 1, 2022

- Diocesan lay delegates and alternates are certified by their churches to serve for an entire conciliar year, **July 1, 2022 through June 30, 2023**.
- The term includes eligibility to vote at Pre-Council Convocation meetings in February, Annual Council in February, and any other Special Council or other called meetings that may occur during this period.
- Vestries should elect the delegates and alternates for their congregation who will serve for the year (Diocesan Canon II, Section 2). All communication to Council delegates is via direct email, and since portions of Annual Council will take place virtually, each delegate and alternate must have their own unique email address. Vestries will be certifying that each delegate and alternate has access to the internet and their own computer, tablet, and/or smartphone.
- The number of delegates for each congregation is determined by the Total Communicants in Good Standing (line 5) listed in the church's 2021 Parochial Report. Lay Delegates and Alternates should be confirmed communicants in good standing (Diocesan Constitution Article IV, Section 3).

The number of Lay Delegates from each Parish or Organized Mission shall be as follows:

Total Communicants in Good Standing from the 2021 Parochial Report	Delegates Allowed
1-100	1
101-300	2
301-800	4
801 +	6

- If your church has not yet submitted its 2021 Parochial Report, mail or email it to the Diocesan office as soon as possible. If your 2021 Parochial Report is not submitted your delegates will not be allowed to vote at any Council during the year (Diocesan Canon XVIII, Section 2).
- As soon as possible following their election send the attached **Certificate of Lay Delegates and Alternates**, completed and signed, to the attention of Susan Allen (sallen@diosova.org) at the Diocesan office. **Submitting this certificate does not register your delegates to attend Annual Council.** They will still need to register once Annual Council registration opens in January.
- If you have any questions or concerns, please contact Susan Allen at sallen@diosova.org or 757-213-3391.

