



VERY REVEREND RICHARD M. ERIKSON, PH.D., V.G.

VICAR GENERAL AND MODERATOR OF THE CURIA
PASTORAL CENTER OF THE ARCHDIOCESE OF BOSTON
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REVISED - 2009
Special Collections Schedule
& Bulletin Announcements

July 14, 2009

To All Pastors and Parish Staff:

Attached is the revised schedule of special collections for the remainder of 2009.

1. 2009 Special Collection Revisions

- To allow for stronger preparatory messages for the Christmas Collection for the Clergy Benefit Trust, several pastors suggested that we see if it would be possible to move the Collection for Retired Religious Sisters earlier in the year and out of the month of December.
- We consulted with Sr. Marian Batho and leaders of religious communities were supportive of the change.
- The **Collection for Retired Religious Sisters will now be 11/22/2009** (instead of 12/13/09)
- The **Campaign for Human Development collection will now be 11/08/2009** (instead of 11/22/09)
- **Please see the revised 2009 Special Collections Calendar on the next page.**
- Please notify your envelope companies of these changes.
- If these changes will present difficulty for your parish, please contact Marie VanRemortel (617-746-5616; mvanremortel@rcab.org).

2. Special Collection Policies & Procedures

- Please see the enclosed document regarding the processing of these special collections.

3. Sample Bulletin Announcements

- We encourage you to utilize the enclosed sample bulletin announcements in the week before and week of the special collection.
- Additional information and resources about the national collections is available via the USCCB at: <http://www.usccb.org/nationalcollections/>

Thank you for all you do to support the needs of the larger Church through the promotion of these special collections.

Sincerely yours in Christ,

Very Reverend Richard M. Erikson, Ph.D., V.G.
Vicar General and Moderator of the Curia

REVISED
ARCHDIOCESE OF BOSTON
2009 SPECIAL COLLECTIONS SCHEDULE

<u>Date</u>	<u>Acct #</u>	<u>Collection Title</u>
January 25, 2009 (4th Sunday in January)	2090	Church in Latin America
February 8, 2009	2020	Holy Father – Peter’s Pence
April 10, 2009 (Good Friday)	2030	Holy Land Shrines
April 12, 2009 (Easter Sunday)	2170	Easter Collection: Clergy Benefit Trust (One envelope only)
May 17, 2009	2120	Communications
May 31, 2009 (Pentecost)	2040	Seminaries
June 14, 2009	2175	Clergy Benefit Trust
July 12, 2009	2050	Black and Native American
July 26, 2009	2130	Church in Central and Eastern Europe
August 9, 2009	2080	The Catholic Relief Services Collection
August 23, 2009	2140	Home Missions
September 6 or 13, 2009	2070	Catholic University
October 18, 2009	2060	Missions*
November 8, 2009	2110	Campaign for Human Development
November 22, 2009 (Sunday before Thanksgiving)	2100	Collection for Retired Religious Sisters
December 25, 2009	2160	Christmas Collection: Clergy Benefit Trust (One envelope only)

Rice Bowl (Individual and Family offerings during Lent 2/25/09 – 4/12/09)	2190	Proceeds from Parishes due at the Pastoral Center on or before May 12, 2009
Annual Catholic Appeal Launch Weekend	2180	March 7-8, 2009 (No envelope)
Missionary Cooperative Appeal		Date determined by the Parish with the Office of the Propagation of the Faith *
<u>The Pilot Subscription Envelope</u>		Date determined by the Parish with the coordination with individual envelope companies

Returns from these collections (*) to be sent to:

ATTN: Rev. Thomas A. Kopp
 Propagation of the Faith
 Archdiocese of Boston
 66 Brooks Drive
 Braintree, MA 02184-3839

All Others To:

Attn: Cashier
 Archdiocese of Boston
 Pastoral Center
 66 Brooks Drive
 Braintree, MA 02184-3839

Revision Date: July 14, 2009

Archdiocese of Boston

SPECIAL COLLECTIONS

REMITTANCE POLICIES & PROCEDURES

General Policies

- All special collections should be taken up on the specified collection date.
- To request an exception to allow your parish to take up the special collection *on an alternate date*, parishes should email Marie Van Remortel (mvanremortel@rcab.org) in the Vicar General's office with a copy to Scot Landry, Secretary for Institutional Advancement (slandry@rcab.org).
- Exceptions cannot be granted to *eliminate* a special collection for a particular parish.
- All collection proceeds should be remitted as soon as possible after the collection. In most cases, this should happen within two weeks of the collection. If a parish needs more time to receive the envelopes, it should remit within 30 days of the collection.
- Collection proceeds (except Mission Cooperative Appeal) should be remitted to: Cashier, Archdiocese of Boston Pastoral Center, 66 Brooks Drive, Braintree, MA 02184-3839.
- Please include your parish number and the collection name on the remittance check.

Christmas & Easter Collections

- The Christmas and Easter Collections are a primary source of funding for the retirement, medical, and financial needs of the priests of the Archdiocese of Boston.
- There is to be only one collection taken up at each Christmas Mass (including Vigils) and at each Easter Mass (including Vigils). There must be no collection taken up for other purposes (including the parish) on these dates.
- There is to be only one collection envelope used at Christmas Masses and one at Easter Masses. Even if the company that sends the envelopes to your parishioners included an extra envelope, all monies collected at Christmas and Easter are to be a part of this collection and remitted to support the Clergy Benefit Trust.
- The remittance check containing the full collected amount with your parish identification number should be made payable to Clergy Benefit Trust and sent to the Pastoral Center within two weeks of the collection under normal circumstances (within 30 days at the most).
- Parishes staffed by Religious Order priests may retain the Christmas & Easter Collections for the sick and retired priests of their religious order;

Mission Cooperative Appeal

- Collection proceeds for the Mission Cooperative Appeal should be remitted to: Rev. Thomas A. Kopp, Propagation of the Faith Office, Archdiocese of Boston Pastoral Center, 66 Brooks Drive, Braintree, MA 02184-3839.
- Please include your parish number and the collection name on the remittance check.

Notifying Envelope Companies

- Because most parishes have second collections that they take up for the needs of the parish, we ask parishes to communicate all their second/special collection dates to their envelope company directly.
- This notification is particularly important when there are revisions to the calendar (like 2009).

Questions

- **About special collection exceptions or alternate dates:** Please contact Marie VanRemortel (617-746-5616; mvanremortel@rcab.org) or Scot Landry (617-779-3700; slandry@rcab.org).
- **About collection remittances:** Please contact Joe Crehan, Controller (617-746-5728; jcrehan@rcab.org)
- **About Mission Cooperative Appeal:** Please contact Rev. Thomas A. Kopp (617-779-3865; ReverendThomas_Kopp@rcab.org).

**Archdiocese of Boston - 2009 Special Collections
BULLETIN ANNOUNCEMENTS**

Date/Collection	Week Before	Week of
January 25, 2009 Church in Latin America	Next week's second collection supports the Church in Latin America (CLA). The CLA provides support for pastoral projects in financially poor dioceses in Latin America and the Caribbean. CLA funds catechetical and lay leadership programs, youth ministry, evangelization programs, and formation programs for religious, priests, and deacons. CLA is making it possible for the Catholic faithful in the Western hemisphere to help each other. Please visit www.usccb.org/latinamerica for more information.	This week's second collection supports various pastoral projects throughout Latin America and the Caribbean. The Collection for the Church in Latin America funds the work of evangelization, formation of laity, religious and seminarians, as well as youth ministry and catechesis. Please visit www.usccb.org/latinamerica for more information.
February 8, 2009 Holy Father – Peter's Pence	Next week's second collection supports the Holy Father in providing emergency assistance to suffering people throughout the world. Contributions to The Peter's Pence Collection are given directly by the Holy Father to individuals who are suffering from immediate emergencies as a result of war, oppression, and natural disasters. Please visit www.usccb.org/ppc for more information.	This week's second collection, The Peter's Pence, enables the Holy Father to respond with emergency financial assistance to requests for aid to needy throughout the world - those who suffer as a result of war, oppression, and natural disasters. Please visit www.usccb.org/ppc for more information.
April 10, 2009 Holy Land Shrines	Next week's second collection for the Holy Land, in the words of Paul VI is "not only for the Holy Places but above all for those pastoral, charitable, educational, and social works which the Church supports in the Holy Land for the welfare of their Christian brethren and of the local communities."	This week's second collection supports the sacred places and the educational, charitable and peace-seeking ministries of the Church in the Holy Land.
April 12, 2009 Easter Collection: Clergy Benefit Trust	Next week, at all our Easter Masses, our only collection will be to support the retirement, medical and financial needs of priests of the Archdiocese of Boston. On behalf of all of our priests, thank you in advance for your generosity.	The Easter Collection supports the retirement, medical and financial needs of priests of the Archdiocese of Boston. These priests have given their lives to faithfully serve Christ, the Church and you. Please be generous to this important collection.
May 17, 2009 Communications	Next week's second collection supports The Catholic Communication Campaign (CCC). CCC develops media programming, projects and resources that promote Gospel values. 50% of the collection supports local communications efforts, such as televised Masses and diocesan newspapers. The other fifty percent supports the development and production of a wide range of national media programming. Please visit www.USCCB.org/ccc for more information.	This week's second collection supports the Catholic Communication Campaign (CCC). If Jesus Christ were on earth today, how would he spread his message of salvation? Would he use television, radio, newspapers, text messages, billboards, DVDs, or would Jesus be right here on the Internet? The Catholic Communication Campaign believes Jesus would use as many means as possible, and that is why it supports projects that use the entire array of media tools available today to evangelize and promote Gospel values. Please visit www.USCCB.org/ccc for more information.
May 31, 2009 Seminaries	Next week's second collection supports the seminaries in the Archdiocese of Boston. Most priests in the Archdiocese have been formed in one of these local seminaries and feel blessed to be able to be educated locally, where they can assist in parishes of the people they will be ordained to serve. Please be generous to support these important institutions for our future in our Archdiocese.	This week's second collection supports the seminaries in the Archdiocese of Boston. Most priests in the Archdiocese have been formed in one of these local seminaries and feel blessed to be able to be educated locally, where they can assist in parishes of the people they will be ordained to serve. Please be generous to support these important institutions for our future in our Archdiocese.

Date/Collection	Week Before	Week of
June 14, 2009 Clergy Benefit Trust	Next week's second collection supports the retirement, medical and financial needs of priests of the Archdiocese of Boston. On behalf of all of our priests, thank you in advance for your generosity.	This week's second collection supports the retirement, medical and financial needs of priests of the Archdiocese of Boston. These priests have given their lives to faithfully serve Christ, the Church and you. Please be generous to this important collection.
July 12, 2009 Black and Native American	Next week's second collection supports programs for Black and Native American populations. Proceeds from this collection are distributed as grants to dioceses supporting and strengthening evangelization programs, which would otherwise be in danger of disappearing among the Black, American Indian, Eskimo, and Aleut communities of the United States.	This week's second collection supports programs for Black and Native American populations. Proceeds from this collection are distributed as grants to dioceses supporting and strengthening evangelization programs, which would otherwise be in danger of disappearing among the Black, American Indian, Eskimo, and Aleut communities of the United States.
July 26, 2009 Church in Central and Eastern Europe	Next week's second collection supports the Church in Central and Eastern Europe. While the countries of Central and Eastern Europe and the former Soviet Union endured decades of communist oppression, the Church suffered grave wounds to its spiritual life and its ability to serve the people. Through this collection, Catholics can now build bridges to these countries, spread God's Word over vast areas with modern communications media, train Church leaders of tomorrow, help needy families materially and spiritually, rebuild churches that have fallen, and support the sisters and brothers who have suffered for the faith. For more information, please visit www.usccb.org/aee .	This week's second collection supports the Church in Central and Eastern Europe. This collection channels aid through the bishops' conferences of Central and Eastern Europe to meet the needs of rebuilding the Church in formerly Communist nations - training seminarians and lay leaders, reaching out to young people, reviving Catholic charities, and renewing programs of catechesis and evangelization. For more information, please visit www.usccb.org/aee .
August 9, 2009 The Catholic Relief Services Collection	Next week's second collection is for Catholic Relief Services. This collection supports emergency relief, human development, and peace initiatives in 99 countries around the world, where nearly half the population lives on less than \$2.00 a day. The collection funds the ministries of five Catholic Church organizations: Catholic Relief Services (CRS), Catholic Legal Immigration Network, Inc. (CLINIC), Migration and Refugee Services (MRS), Social Development and World Peace (SDWP), and The Holy Father's Relief Fund. For more information, please visit www.usccb.org/crscollection .	This week's second collection for Catholic Relief Services supports emergency relief, human development, and peace initiatives in 99 countries around the world, where nearly half the population lives on less than \$2.00 a day. The collection funds the ministries of five Catholic Church organizations: Catholic Relief Services (CRS), Catholic Legal Immigration Network, Inc. (CLINIC), Migration and Refugee Services (MRS), Social Development and World Peace (SDWP), and The Holy Father's Relief Fund. For more information, please visit www.usccb.org/crscollection .
August 23, 2009 Home Missions	Next week's second collection is for Catholic Missions within the US. This Appeal helps strengthen Catholic communities in mission dioceses by underwriting evangelization, religious education, education for future priests, and training for lay ministers. For more information, please visit www.usccb.org/hm .	This week's second collection is for Catholic Missions within the US. This Appeal helps strengthen Catholic communities in mission dioceses by underwriting evangelization, religious education, education for future priests, and training for lay ministers. For more information, please visit www.usccb.org/hm .

Date/Collection	Week Before	Week of
September 6, 2009 Catholic University	Next week's second collection supports The Catholic University of America (CUA) and its scholarship fund for needy students. CUA, located in Washington, D.C., is the national university of the Catholic Church. Many priests and professional lay ministers throughout the US obtain their education from CUA. For more information, please visit www.cua.edu .	Next week's second collection supports The Catholic University of America (CUA) and its scholarship fund for needy students. CUA, located in Washington, D.C., is the national university of the Catholic Church. Many priests and professional lay ministers throughout the US obtain their education from CUA. For more information, please visit www.cua.edu .
October 18, 2009 Missions*	Next week's second collection supports Catholic World Missions. By Baptism, all Catholics are called to participate in the mission of the Church and share their faith as missionaries. World Mission Sunday gathers support for the pastoral and evangelizing programs and needs of more than 1,150 mission dioceses in Africa, Asia, the Pacific Islands, and remote regions of Latin America. The funds gathered on World Mission Sunday are distributed in the pope's name by the Society for the Propagation of the Faith—a Pontifical Mission Society. Please visit www.worldmissions-catholicchurch.org for more information.	This week's second collection supports Catholic World Missions. By Baptism, all Catholics are called to participate in the mission of the Church and share their faith as missionaries. World Mission Sunday gathers support for the pastoral and evangelizing programs and needs of more than 1,150 mission dioceses in Africa, Asia, the Pacific Islands, and remote regions of Latin America. The funds gathered on World Mission Sunday are distributed in the pope's name by the Society for the Propagation of the Faith—a Pontifical Mission Society. Please visit www.worldmissions-catholicchurch.org for more information.
November 8, 2009 Campaign for Human Development	Next week's second collection, the Catholic Campaign for Human Development (CCHD), works to uphold the dignity of human life by breaking the cycle of poverty across the United States through grants to local community-based groups who create jobs, improve education, and strengthen neighborhoods. Twenty-five percent of the CCHD collection stays in the Archdiocese of Boston to fund local anti-poverty projects; seventy-five percent supports national grant and education programs. For more information, please visit www.usccb.org/cchd .	This week's second collection, the Catholic Campaign for Human Development (CCHD), works to uphold the dignity of human life by breaking the cycle of poverty across the United States through grants to local community-based groups who create jobs, improve education, and strengthen neighborhoods. Twenty-five percent of the CCHD collection stays in the Archdiocese of Boston to fund local anti-poverty projects; seventy-five percent supports national grant and education programs. For more information, please visit www.usccb.org/cchd .
November 22, 2009 Collection for Retired Religious Sisters	Over 3,000 Religious Sisters rely on your generosity for their retirement. Next week's second collection provides financial support to 52 religious communities whose members have served the Archdiocese of Boston. Please give generously in recognition of the important role religious sisters have had in developing the ministries of education, health care and social service in the Archdiocese of Boston. Your contributions make a difference. For more information, please visit www.retiredreligious.org .	Over 3,000 Religious Sisters rely on your generosity for their retirement. This week's second collection provides financial support to 52 religious communities whose members have served the Archdiocese of Boston. Please give generously in recognition of the important role religious sisters have had in developing the ministries of education, health care and social service in the Archdiocese of Boston. Your contributions make a difference. For more information, please visit www.retiredreligious.org .
December 25, 2009 Christmas Collection: Clergy Benefit Trust	Next week, at all our Christmas Masses, our only collection will be to support the retirement, medical and financial needs of priests of the Archdiocese of Boston. On behalf of all of our priests, thank you in advance for your generosity.	Merry Christmas from all the priests of the Archdiocese of Boston. The Christmas Collection supports the retirement, medical and financial needs of priests of the Archdiocese of Boston. These priests have given their lives to faithfully serve Christ, the Church and you. Please be generous to this important collection.