



REV. MSGR. ROBERT P. DEELEY, J.C.D.

VICAR GENERAL AND MODERATOR OF THE CURIA
PASTORAL CENTER OF THE ARCHDIOCESE OF BOSTON
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REVISED 2012 Special Collections Schedule & Bulletin Announcements

December 9, 2011

To All Pastors and Parish Staff:

Attached is the revised schedule of special collections for calendar years 2012, 2013 and 2014 with some sample bulletin announcements to encourage participation in these important collections. I call your attention to a few items:

1. Three Year Special Collection Calendar

- We have published a 3 year schedule consistent with the schedule published by the USCCB. This provides parishes an opportunity to plan in advance for collections, local needs and envelopes.
- We have adjusted our collection schedule dates to be more in line with the National Collection schedule dates as published by the USCCB.
- Please add your own parish special collections to this page and forward to your offertory envelope provider and electronic giving provider.

2. Special Collection Sunday

- This annual collection in January will be taken for a specific purpose as designated by the Cardinal Archbishop. This will provide a date each year for collection requests that arise. For January 2012 the collection will go to support Catholic Charities.

3. June collection for Clergy Benefit Trust.

- We will continue this second collection for Clergy Benefit Trust through 2014, to which the faithful have generously responded, upon the recommendation of the Clergy Advancement Committee for the Clergy Funds. Please note that all parishes, including those staffed by Religious Order priests, must remit this collection to the Archdiocese.

4. Special Collection Policies & Procedures

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

5. 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 care for the needs of the wider Church through supporting these special collections.

Sincerely yours in Christ,

Rev. Msgr. Robert P. Deeley, J.C.D.
Vicar General and Moderator of the Curia



CHANCELLOR

ARCHDIOCESE OF BOSTON
66 BROOKS DRIVE
BRAINTREE, MASSACHUSETTS 02184-3839
617-746-5670

December 8, 2011

Dear Monsignor/Father:

Please note the following change to the Second Collections scheduled originally posted in September 2011. The Special Collection Sunday originally scheduled for January 15, 2012 has been moved to January 22, 2012. Catholic Charities remains the recipient of this collection. Envelopes for this collection will be provided to each parish.

In line with this change, the dates for the Special Collection Sunday for 2013 and 2014 will also be moved back a week to January 20, 2013, and January 19, 2014, respectively. The recipients of the later two dates have yet to be identified.

The full calendar and materials have been updated on the BostonCatholic.org website at <http://bit.ly/sFiN6z>.

If you have any questions, please do not hesitate to contact me directly at 617-746-5656 or via email at istraub@rcab.org. Thank you for your patience and understanding.

Sincerely,

John Straub
Executive Director of Finance and Operations
for Central Ministries

Archdiocese of Boston Special Collections Schedule

| Collection Title | Acct # | 2012 | 2013 | 2014 |
|--|--------|-------------------|-------------------|-------------------|
| Special Collection Sunday | 2025 | January 22, 2012 | January 20, 2013 | January 19, 2014 |
| Church in Latin America | 2090 | January 29, 2012 | January 27, 2013 | January 26, 2014 |
| Church in Africa, Central & Eastern Europe | 2130 | February 22, 2012 | February 13, 2013 | March 5, 2014 |
| Holy Land Shrines (Good Friday) | 2030 | April 6, 2012 | March 29, 2013 | April 18, 2014 |
| Easter Sunday Collection: Clergy Benefit Trust (One envelope only) | 2170 | April 8, 2012 | March 31, 2013 | April 20, 2014 |
| Home Missions and Black & Native American | 2145 | April 29, 2012 | April 28, 2013 | April 27, 2014 |
| Communications | 2120 | May 20, 2012 | May 12, 2013 | May 25, 2014 |
| Seminarians (Pentecost) | 2040 | May 27, 2012 | May 19, 2013 | June 8, 2014 |
| Clergy Benefit Trust | 2175 | June 3, 2012 | June 2, 2013 | June 1, 2014 |
| Holy Father - Peter's Pence | 2020 | June 24, 2012 | June 30, 2013 | June 29, 2014 |
| The Catholic Relief Services Collection | 2080 | August 5, 2012 | August 4, 2013 | August 3, 2014 |
| Catholic University of America | 2070 | September 2, 2012 | September 8, 2013 | September 7, 2014 |
| World Mission Sunday* | 2060 | October 21, 2012 | October 20, 2013 | October 19, 2014 |
| Campaign for Human Development | 2110 | November 4, 2012 | November 10, 2013 | November 9, 2014 |
| Collection for Retired Religious Sisters | 2100 | November 18, 2012 | November 24, 2013 | November 23, 2014 |
| Christmas Collection: Clergy Benefit Trust (One envelope only) | 2160 | December 25, 2012 | December 25, 2013 | December 25, 2014 |

| | | |
|---|------|---|
| Rice Bowl <i>(Individual and Family offerings during lent)</i> | 2190 | Proceeds from parishes due to Pastoral Center on or before May 16 |
| Annual Catholic Appeal Launch Weekend (No Envelope) | 2180 | March 3-4, 2012 March 2-3, 2013 March 1-2, 2014 |
| Missionary Cooperative Appeal The <u>Pilot</u> Subscription Envelope | 2185 | Date determined by the Parish with the Office of the Propagation of the Faith * Date determined by the Parish with the coordination with individual envelope companies |

Please send returns from Mission collections (*) to:

ATTN: Rev. Rodney Copp
 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

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*, please email Fr. Bryan Parrish (ReverendBryan_Parrish@rcab.org) in the Vicar General's office.
- 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 and Mission Sunday Collections) 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.
- Please do not include remittances for other special collections on the same remittance check with those made payable to the Clergy Benefit Trust (Christmas, Easter and the Clergy Benefit Trust Collection).

Mission Cooperative Appeal & World Mission Sunday Collection

- Collection proceeds for the these collections should be remitted to: Rev. Rodney Copp, 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.

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.

June Collection for the Clergy Benefit Trust

- Parishes under the authority of Religious Orders may not retain the special June Collections. Please follow the remittance procedures for the Christmas and Easter Collections.

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 provider directly.

Questions

- **About special collection exceptions or alternate dates:** Please contact Fr. Bryan Parrish (617-746-5618; ReverendBryan_Parrish@rcab.org).
- **About collection remittances:** Please contact Joe Crehan, Controller (617-746-5728; jcrehan@rcab.org)
- **About Mission Cooperative Appeal:** Please contact Rev. Rodney J. Copp (617-779-3865; rcopp@rcab.org).

Archdiocese of Boston - Special Collections
SAMPLE BULLETIN ANNOUNCEMENTS

| Date/Collection | Week Before | Week of |
|--|--|--|
| 2012 January 22 2013 January 20 2014 January 19 Special Collection Sunday | Purpose to be determined each year by the Cardinal Archbishop. For 2012 the collection will go to support Catholic Charities. | Purpose to be determined each year by the Cardinal Archbishop. For 2012 the collection will go to support Catholic Charities. |
| 2012 January 29 2013 January 27 2014 January 26 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. |
| 2012 February 22 2013 February 13 2014 March 5 Church in Africa, Central & Eastern Europe | Next week's collection supports the Church in Africa and in Central and Eastern Europe. These collections help the Church spread God and 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/churchinafrica and www.usccb.org/aee . | This week's collection supports the Church in Africa and in Central and Eastern Europe. These collections help the Church spread God and 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/churchinafrica and www.usccb.org/aee . |
| 2012 April 6 2013 March 29 2014 April 18 Holy Land Shrines | Good Friday's 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." | The Good Friday collection supports the sacred places and the educational, charitable and peace-seeking ministries of the Church in the Holy Land. |
| 2012 April 8 2013 March 31 2014 April 20 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. |
| 2012 April 29 2013 April 28 2014 April 27 Home Missions and Black & Native American | Next week's second collection supports three important national Catholic missions. The Home Missions collection subsidizes the evangelization and formation activities of mission diocese. The Black and Native American collection strengthens evangelization and outreach which would otherwise be in danger of disappearing among the Black, American Indian, Eskimo, and Aleut communities of the United States. For more information, please visit www.usccb.org/hm or www.milarch.org . | This week's second collection supports three important national Catholic missions. The Home Missions collection subsidizes the evangelization and formation activities of mission diocese. The Black and Native American collection strengthens evangelization and outreach which would otherwise be in danger of disappearing among the Black, American Indian, Eskimo, and Aleut communities of the United States. For more information, please visit www.usccb.org/hm or www.milarch.org . |

| Date/Collection | Week Before | Week of |
|--|--|--|
| <p>2012 May 20 2013 May 12 2014 May 25</p> <p>Communications</p> | <p>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.</p> | <p>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? Wouldn't he use all communication vehicles to share the Good News? The Catholic Communication Campaign believes Jesus would use as many means as possible, and that is why its 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.</p> |
| <p>2012 May 27 2013 May 19 2014 June 8</p> <p>Seminarians</p> | <p>Next week's second collection supports the formation and training of seminarians in the Archdiocese of Boston for service, we pray, as future priests. We are blessed that many are responding to the call to serve as priests. Please be generous to support these seminarians on their journey toward their ordination to the priesthood. For more information, please visit www.VocationsBoston.org.</p> | <p>This week's second collection supports the formation and training of seminarians in the Archdiocese of Boston for service, we pray, as future priests. We are blessed that many are responding to the call to serve as priests. Please be generous to support these seminarians on their journey toward their ordination to the priesthood. For more information, please visit www.VocationsBoston.org.</p> |
| <p>2012 June 3 2013 June 2 2014 June 1</p> <p>Clergy Benefit Trust</p> | <p>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.</p> | <p>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.</p> |
| <p>2012 June 24 2013 June 30 2014 June 29</p> <p>Holy Father – Peter's Pence</p> | <p>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.</p> | <p>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.</p> |
| <p>2012 August 5 2013 August 4 2014 August 3</p> <p>The Catholic Relief Services Collection</p> | <p>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.</p> | <p>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.</p> |

| <i>Date/Collection</i> | <i>Week Before</i> | <i>Week of</i> |
|--|--|--|
| 2012 September 2 2013 September 8 2014 September 7 Catholic University of America | 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 . | This 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 . |
| 2012 October 21 2013 October 20 2014 October 19 World Mission Sunday* | 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.propfaithboston.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.propfaithboston.org for more information. |
| 2012 November 4 2013 November 10 2014 November 9 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 . |
| 2012 November 18 2013 November 24 2014 November 23 Collection for Retired Religious Sisters | Next weekend the Archdiocese will take up the Collection for Retired Sisters. Now in its 23rd year, the Collection provides needed financial support for religious communities who have served the Archdiocese of Boston as educators and health care and social service providers. Please give generously in recognition of the Sisters' years of dedicated service. For more information, please contact Sister Marian Batho, CSJ, Delegate for Religious at 617-746-5637 or Sr_Marian_Batho@rcab.org , or please visit www.retiredreligious.org . | Today's second collection is used to assist religious communities to provide for the retirement and health care needs of Sisters who have served in the Archdiocese. Please take this opportunity to say thank you to Sisters who have served the Church of Boston so generously for so many years. Your contribution does make a difference. For more information, please contact Sister Marian Batho, CSJ, Delegate for Religious at 617-746-5637 or Sr_Marian_Batho@rcab.org , or please visit www.retiredreligious.org . |
| 2012 December 25 2013 December 25 2014 December 25 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. For more information, please visit www.CareForSeniorPriests.org . | 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. For more information, please visit www.CareForSeniorPriests.org . |