

## NEW HAMPSHIRE CATHOLIC APPEAL FUTURE OF OUR FAITH II- ONE BREAD, ONE BODY

APPEAL MANUAL SPRING 2024

DIOCESE OF MANCHESTER 153 Ash Street, Manchester, NH 03104



#### Dear Pastors, Administrators, Deacons and Parish Staff,

Thank you again for sharing your gifts of time and talent with the Diocese of Manchester through the New Hampshire Catholic Appeal (NHCA): *Future of our Faith II*. Your willingness to participate in this important endeavor will help us work toward a more sustainable and collaborative Church in New Hampshire and improve the lives of thousands of people all over the state.

The theme for this year is *One Bread, One Body* focusing on our belief that although we are many different people, we come together to form One Body of Christ in the Eucharist. We are very appreciative of the response from you and your parishioners to the 2023 NHCA that has made stronger our shared ministries such as the Community Services program at Catholic Charities New Hampshire, *Parable* magazine, formation of our seminarians, care for our retired priests, Catholic Education, faith formation, and so much more!

As you plan for your 2024 appeal, please note that the messaging regarding Catholic Charities New Hampshire has been enhanced to reflect that the NHCA only funds the Community Services program at Catholic Charities NH which is only one out of ten of their core social services program. Outside of the timeframe for the NHCA, Catholic Charities will continue to fundraise for their other core programs. Please use the talking points and frequently asked questions in this manual to help communicate this to your parishioners if needed.

In addition, the NHCA now funds two Faith Formation programs, Campus Ministry and Totus Tuus serving our young adults and children in our state. The appeal will also fund Catholic cemeteries in 2024. Lastly, we have added July 13<sup>th</sup> and 14<sup>th</sup> as a third option to host your appeal weekend. This may be beneficial for parishes who see an increase in parishioners in the summer season.

Again, we are grateful for all that you will do in the coming months to ensure the success of this Appeal. All the resources referenced in this manual, including this manual, can be found online at <a href="https://www.catholicnh.org/nhca">www.catholicnh.org/nhca</a>. This manual is designed to be your weekly guide throughout the Appeal but please remember that the Office of Development is here to assist you in whatever ways are possible. May God bless our mutual endeavors.

#### Sincerely,

#### **Bevin Kennedy**

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## Table of Contents

APPEAL PRAYER	3
WHAT TO EXPECT	4
HOW TO USE THE NHCA MATERIALS/RESOURCES	6
Track 1 – April 27 <sup>th</sup> and 28 <sup>th</sup> Appeal Weekend Parish Checklist	9
Track 2 - May 4 <sup>th</sup> and 5 <sup>th</sup> Appeal Weekend Parish Checklist	12
Track 3 - July 13th and 14th Appeal Weekend Parish Checklist	15
RESOURCES	18
Bulletin Announcements	18
Prayer Intentions for Prayers of the Faithful.	20
Bulletin Insert	21
Pulpit Announcements	21
Introduction to Speaker after Homily and Speaker Talking Points	23
TALKING POINTS FOR PASTORS	26
FREQUENTLY ASKED QUESTIONS	28
SAMPLE PASTOR THANK YOU NOTE	33
APPENDIX A - PARISH IDS	34
APPENDIX B – ANONYMOUS DONOR IDS FOR EACH PARISH	36



#### APPEAL PRAYER

## PRAYER FOR THE NEW HAMPSHIRE CATHOLIC APPEAL: FUTURE OF OUR FAITH II

#### LORD GOD AND FATHER,

We are Your people, united in our love for You and for one another. We thank You for the many gifts You have given to us and we welcome Your presence in our lives at all times. We ask that you continue to draw us closer to You and to strengthen our resolve to assist those among us who are most in need.

Our diocese is many parts, and one body of Christ. Through the New Hampshire Catholic Appeal: Future of our Faith, allow us to come together to share our time, talent, and treasure with those who need our assistance.

Let us grasp more fully that the help we extend to others is the most powerful expression of our gratitude to You, as well as a genuine testimony to our faith.

Through your son Jesus Christ, make our prayer to You one that brings hope and charity to the future of our faith in New Hampshire.

Amen.



#### WHAT TO EXPECT

#### **APRIL** Parish goals will be distributed to parishes.

Applicants to 2023 Abatement Program notified of decision.

Second round of rebates issued to parishes reaching and exceeding goals from 2023.

NHCA website will be updated to include the 2024 resources - https://www.catholicnh.org/nhca

Virtual Speaker Trainings for Pastors, Lay witness, and diocesan speakers on Thursday, April 4, 2024, 3:00 – 4:00 pm.

Use this link to register:

https://form.jotform.com/RCBM/2024-speaker-training

Or use the link below to join:

#### Thursday, April 4, 2024, 3:00 - 4:00 pm

## Microsoft Teams meeting

Join on your computer, mobile app or room device

Click here to join the meeting

Meeting ID: 277 034 818 449

Passcode: jgzxh6

<u>Download Teams</u> | <u>Join on the web</u> <u>Learn More</u> | <u>Meeting options</u>

Parishes receive NHCA appeal materials in the mail (See "How to Use the NHCA Materials" on pages 7-9)

- Pew Envelopes
- Brochures
- Posters
- Bulletin Insert
- Prayer Cards
- Priority Mail Return Envelopes

Letter from the bishop will be mailed to all registered parishioners one week prior to the appeal weekend.

#### APRIL Appeal Weekend

- Track 1 April 27<sup>th</sup> and April 28<sup>th</sup>
  - April 13<sup>th</sup> and 14<sup>th</sup> Announcement Weekend
  - April 20<sup>th</sup> and 21<sup>st</sup> Kickoff Weekend
  - April 27<sup>th</sup> and 28<sup>th</sup> Appeal Weekend



#### MAY Appeal Weekend

- Track 2 May 4<sup>th</sup> and 5<sup>th</sup>
  - April 20<sup>th</sup> and 21<sup>st</sup> Announcement Weekend
  - April 27<sup>th</sup> and 28<sup>th</sup> Kickoff Weekend
  - May 4<sup>th</sup> and 5<sup>th</sup> Appeal Weekend

First progress report to parishes.

Submit pew and gift envelopes using the USPS Priority Mail envelopes with all envelopes mailed by end of May for Track 1.

**JUNE** Follow-up letter from the bishop will be mailed by the Diocese to all parishioners who did not donate yet to the NHCA.

Submit pew and gift envelopes using the USPS Priority Mail envelopes with all envelopes mailed by Mid-June for Track 2.

Weekly (May-July)/bi-weekly (July-August) progress reports to parishes from the Diocese.

#### JULY Appeal Weekend

- Track 3 July 13<sup>th</sup> and 14<sup>th</sup>
  - June 29<sup>th</sup> and 30<sup>th</sup> Announcement Weekend
  - July 6<sup>th</sup> and 7<sup>th</sup> Kickoff Weekend
  - July 13<sup>th</sup> and 14<sup>th</sup> Appeal Weekend

**AUGUST** Submit pew and gift envelopes using USPS Priority Mail envelopes with all envelopes mailed by Mid-August for Track 3.

#### SEPTEMBER/OCTOBER

Progress reports switch to monthly. First rebates processed.

- **FEB. 2025** Annual Report mailed to all households who donated to the 2024 appeal with unaudited financials.
- **APRIL 2025** Remainder rebates and/or returns processed (if applicable). Uncollected pledge reminder/defaults.



#### HOW TO USE THE NHCA MATERIALS/RESOURCES

**Posters:** Posters are provided for each parish in the NHCA materials box and should be hung in gathering and entrance places. Please hang these as soon as possible. If you need additional posters, please reach out to Anne Marie Ashford.

**Pew Envelopes**: The pew envelopes found in your materials box should be made available in the back of your Church and in the pews on Appeal Weekend. Please do not put the pew envelopes out prior to the appeal weekend. We want to make certain that everyone receives their NHCA envelope in the mail first and has an opportunity to reflect upon their participation level.

- If you receive loose cash for the appeal, please put the cash in a gift envelope and write on the envelope the total amount, anonymous donation, parish id (See Appendix A) and the anonymous donation ID for your parish. (See Appendix B). The other option is to write out a check to the New Hampshire Catholic Appeal for the loose cash and again write on the gift envelope the total amount, anonymous donation, parish name and id, and your anonymous donation ID. Please return these envelopes with the other pew envelopes. Please reach out to Anne Marie Ashford if you have any questions regarding cash or anonymous donations.
- If you receive loose checks with no envelopes, please put each loose check in a separate pew envelope and complete the donor information as best as possible. Please reach out to Anne Marie Ashford for a donor id to put on the envelope.
- Please make sure all gift envelopes are sealed.

**Brochures:** With the envelopes, please make the brochures available at the back of your church and in the pews on Appeal Weekend. This is a resource to help your parishioners better understand the NHCA.

**Prayer Cards**: During the weeks of the Appeal, we ask that each parish pray the NHCA prayer at the end of the Prayer of the Faithful or at the conclusion of Mass. Prayer cards are to be placed in the pews and remain available to parishioners for this purpose. These too are found in your materials box. Prayer cards in Spanish are available.

**Bulletin Announcements:** Bulletin announcements are provided in this resource manual for all weekends of the appeal to be placed in parish bulletins. These can also be used for emails if your parish uses email or Flocknote, for example, to communicate with parishioners.

**Bulletin Insert:** A bulletin insert is included in your materials package and must be used for the Kickoff weekend and can be downloaded at the NHCA parish resource page.

**Social Media Posts:** A social media tool kit can be found on the NHCA resource page or posts can be found on the Diocesan social media sites that can be shared each week on your social media sites.



**Parish Website:** Please post the NHCA <u>link</u> on your parish website. This can be found on the NHCA resource page.

Appeal Videos: There are videos available for your use. Primarily, the summary overview video with Bishop Libasci should be utilized. Other videos available are funded-ministry specific (i.e., CCNH, seminarians, etc.). The videos are available online. If you need a flash drive with the videos, please reach out to Anne Marie Ashford. Please show the summary overview video with Bishop Libasci on Kickoff weekend. Please test your audio-visual system prior to showing the video at/after Mass. If you are unable to show the video during Mass, you can play the videos during a coffee and donut Sunday or prior to meetings at your parish or school (if applicable). Wherever your parishioners meet, there is an opportunity to share the video(s). Please be sure to put the videos on your website.

**Pulpit Announcements:** Pastors are requested to kick off the Appeal by explaining the Appeal to their parishioners at all Masses. Standard announcement language will be provided. The announcements included may be read or modified to suit the pastor's style, keeping the elements of the announcements intact.

Lay Witness Speakers: Once the pastor has made the initial announcement, a lay witness speaker can make the solicitation on the appeal weekend if pastor prefers. This is a decision to be made by the pastor. The Diocese will help provide a speaker if needed. Training, a sample script, and materials for the Appeal are provided for the lay witness. It is highly encouraged that the pastor speak at the appeal weekend.

**Prayers of the Faithful**: We have included prayer intentions for the Prayers of the Faithful for the weeks of the Appeal.

**USPS Priority Envelopes:** Two priority envelopes will be enclosed in your materials box sent to you in April for you to return your gift envelopes to the appeal post office box. **No postage is necessary** for the two envelopes provided. We encourage all envelopes to be returned by the end of May for Track 1 (Mid-June -Track 2, Early August – Track 3). Please mail the priority envelopes to:

New Hampshire Catholic Appeal PO Box 5456 Manchester, NH 03104

Resources that are also available digitally on the diocesan website:

Social Media Toolkit (website only) Appeal Manual



Track #1, Track# 2 and Track# 3 Checklists

Bulletin announcements

Bulletin insert

Prayers of the Faithful

Pulpit announcements

NHCA Talking Points

NHCA Frequently Asked Questions

NHCA brochure

NHCA video

NHCA QR Code

NHCA Graphic - Cross Clip Art for Parish Website



Track 1 – April 27th and 28th Appeal Weekend Parish Checklist

Week	of April 8 <sup>th</sup>
	☐Confirm Appeal posters are displayed in entrances.
	□Submit bulletin announcement #1 to bulletin company introducing the NHCA. Bulletin announcement can also be used in an email if the parish uses email, newsletters or Flocknote, for example, to communicate with their parishioners.
	☐ Include appeal prayer intention #1 with Prayers of the Faithful.
	☐Use the social media tool kit for your social media pages. This can be found on the NHCA resource page on the website <a href="www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> . If you are unable to use the tool kit, please go to the Diocesan social media sites and share the appeal posts on your pages.
	□Place the image for the New Hampshire Catholic Appeal on the home page of your website during the months of April and May with a link to: <a href="www.catholicnh.org/nhca.">www.catholicnh.org/nhca.</a> This image can be downloaded from the parish resource page.
Week	end of April 13 <sup>th</sup> and 14 <sup>th</sup> (Announcement Weekend)
	□Read Pulpit Announcement #1.
	□ Read appeal prayer intention #1 in Prayers of the Faithful.
Week	of April 15 <sup>th</sup>
	□Confirm Appeal posters are displayed.
	□ Submit bulletin announcement #2 and bulletin insert to bulletin company. This bulletin insert can be found in your box of materials or go to the online parish resources at <a href="www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> to download the insert to send to your bulletin company. Bulletin announcement can also be used in an email if the parish uses email or Flocknote, for example to communicate with their parishioners.
	□ Place Appeal Prayer Cards in pews. These can be found in your materials box. Pray this prayer either after the Prayers of the Faithful or at the end of Mass.
	☐ Use the social media tool kit for your social media pages. This will be found on the NHCA resource page on the website <a href="www.catholicnh.org/nhca.">www.catholicnh.org/nhca.</a> If you are unable to use the tool kit, please go to the Diocesan social media sites and share the appeal posts on your pages.
	☐ Test Audio-Visual equipment for appeal video (if showing video).

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□ Pastor to review Pulpit Announcement #2 for introducing the video (script provided).



## Weekend of April 20th and 21st - Kickoff Weekend

	☐ Ensure bulletin insert is inserted into bulletins.
	□ Pastor to use Pulpit Announcement #2 to introduce NHCA and show appeal video if possible.
	□ Read appeal prayer intention #2 at Prayers of the Faithful.
	□ Pray Appeal Prayer after the Prayers of the Faithful or at the end of Mass.
Week	of April 22 <sup>nd</sup>
	☐Confirm lay witness speaker is prepared (if using a lay witness speaker, use Speaker Talking Points).
	□Review Talking Points.
	□Place appeal envelope and brochures in the pews and at entrance to church.
	□ Submit bulletin announcement #3 to bulletin company. Bulletin announcement can also be used in an email if the parish uses email or Flocknote, for example to communicate with their parishioners.
	□ Post Bulletin Announcement #3 on social media and on website and ensure that a link to the Appeal's website is displayed.
Week	end of April 27 <sup>th</sup> and 28 <sup>th</sup> – Appeal Weekend
	□ Pastor or Lay witness speaker to speak about the NHCA. Pastor to use Speaker Introduction if Pastor is not speaking on behalf of the Appeal.
	☐ After appeal talk, allow parishioners a few minutes to complete their gift envelope if not already completed at home.
	□ Read appeal prayer intention #3 at Prayers of the Faithful.
	□ Pray Appeal Prayer after the Prayers of the Faithful or at the end of Mass.
Week	of April 29 <sup>th</sup>
	☐ Gather all collected appeal envelopes and submit weekly using Return Envelopes. Please submit all gift envelopes by the end of May.
	□ Place bulletin announcement #4 in bulletin.
	☐ Include Prayer Intention #4 with the Prayers for the Faithful



Weekend of May 4 <sup>th</sup> and 5 <sup>th</sup>		
	□ Read Pulpit Announcement #3.	
	□ Pray prayer intention #4 at the Prayers of the Faithful.	
Week	of May 6 <sup>th</sup>	
	☐ Gather all collected appeal envelopes and submit weekly using USPS priority mail envelopes. Please submit all gift envelopes by the end of May.	
	□Place bulletin announcement #5 in bulletin.	
	☐ Include Prayer Intention #5 with the Prayers for the Faithful.	
Weekend of May 11th and 12th		
	□ Read Pulpit Announcement #4.	
	□ Pray prayer intention #5 at the Prayers of the Faithful.	

#### **Following Weekends:**

You may continue to follow the steps from the weekend of May 11<sup>th</sup> and 12<sup>th</sup> until the middle of June.



## Track 2 – May 4<sup>th</sup> and 5<sup>th</sup> Appeal Weekend Parish Checklist

### Week of April 15th

	□Confirm Appeal posters are displayed in entrances.	
	□Submit bulletin announcement #1 to bulletin company introducing the NHCA. Bulletin announcement can also be used in an email if the parish uses email, newsletters or Flocknote, for example, to communicate with their parishioners.	
	☐ Include appeal prayer intention #1 with Prayers of the Faithful.	
	□Use the social media tool kit for your social media pages. This can be found on the NHCA resource page on the website <a href="www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> . If you are unable to use the tool kit, please go to the Diocesan social media sites and share the appeal posts on your pages.	
	□ Place the image for the New Hampshire Catholic Appeal on the home page of your website during the months of April and May with a link to: <a href="www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> . This image can be downloaded from the parish resource page.	
Weekend of April 20th and 21st (Announcement Weekend)		
	□ Read Pulpit Announcement #1.	
	□ Read appeal prayer intention #1 in Prayers of the Faithful.	
Week of April 22 <sup>nd</sup>		
	☐Confirm appeal posters are displayed.	
	□Submit bulletin announcement #2 and bulletin insert to bulletin company. This bulletin insert can be found in your box of materials or go to the online parish resources at <a href="www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> to download the insert to send to your bulletin company. Bulletin announcement can also be used in an email if the parish uses email or Flocknote, for example to communicate with their parishioners.	
	□ Place Appeal Prayer cards in pews. These can be found in your materials box. Pray this prayer either after the Prayer of the Faithful or at the end of Mass.	
	☐ Use the social media tool kit for your social media pages. This can be found on the NHCA resource page on the website <a href="www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> . If you are unable to use the tool kit, please go to the Diocesan social media sites and share the appeal posts on your pages.	
	☐ Test Audio-Visual equipment for appeal video (if showing video).	
	□ Pastor to review Pulpit Announcement # 2 for introducing the video (script provided).	



## Weekend of April 27th and 28th – Kickoff Weekend

	☐ Ensure bulletin insert is inserted into bulletins.
	□ Pastor to use Pulpit Announcement #2 to introduce NHCA and show appeal video if possible.
	□ Read appeal prayer intention #2 at Prayers of the Faithful.
	□ Pray Appeal Prayer after the Prayers of the Faithful or at the end of Mass.
Week	of April 29 <sup>th</sup>
	□Confirm lay witness speaker is prepared (if using a lay witness speaker, use Speaker Talking Points).
	□ Review Talking Points.
	□ Place appeal envelopes and pens in the pews and at entrance to church.
	□Submit bulletin announcement #3 to bulletin company. Bulletin announcement can also be used in an email if the parish uses email or Flocknote, for example to communicate with their parishioners.
	□ Post Bulletin Announcement #3 on social media and on website and ensure that a link to the Appeal's website is displayed.
Week	end of May 4th and 5th – Appeal Weekend
	□ Pastor or Lay witness speaker to speak about the NHCA. Pastor to use Speaker Introduction if Pastor is not speaking on behalf of the Appeal.
	$\Box$ After appeal talk, allow parishioners a few minutes to complete their pew envelope if not already completed at home.
	□ Read appeal prayer intention #3 at Prayers of the Faithful.
	□ Pray Appeal Prayer after the Prayers of the Faithful or at the end of Mass.
Week	of May 6 <sup>th</sup>
	☐ Gather all collected appeal envelopes and submit weekly using Return Envelopes. Please submit all gift envelopes by the middle of June.
	□ Place bulletin announcement #4 in bulletin.
	☐ Include Prayer Intention #4 with the Prayers for the Faithful.



## Weekend of May 11th and 12th

I	□ Read Pulpit Announcement #3.	
I	□ Pray prayer intention #4 at the Prayers of the Faithful.	
Week of May 13th		
	☐ Gather all collected appeal envelopes and submit weekly using Return Envelopes. Please submit all gift envelopes by the middle of June.	
I	□ Place bulletin announcement #5 in bulletin.	
I	☐ Include Prayer Intention #5 with the Prayers for the Faithful.	
Weekend of May 18th and 19th		
[	□ Read Pulpit Announcement #4.	
[	□ Pray prayer intention #5 at the Prayers of the Faithful.	

#### **Following Weekends:**

You may continue to follow the steps from the weekend of May 18<sup>th</sup> and 19<sup>th</sup> and for the weekends until the end of June.



## Track 3 - July 13th and 14th Appeal Weekend Parish Checklist

## Week of June 24th

	Confirm Appeal posters are displayed in entrances.	
ar	Submit bulletin announcement #1 to bulletin company introducing the NHCA. Bulletin nnouncements can also be used in email if the parish uses email, newsletters or locknote, for example, to communicate with their parishioners.	
	Include appeal prayer intention #1 with Prayers of the Faithful.	
N th	Use the social media tool kit for your social media pages. This can be found on the IHCA resource page on the website <a href="www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> . If you are unable to use ne tool kit, please go to the Diocesan social media sites and share the appeal posts on our pages.	
W	Place the image for the New Hampshire Catholic Appeal on the home page of your rebsite during the months of April and May with a link to: <a href="www.catholicnh.org/nhca.">www.catholicnh.org/nhca.</a> this image can be downloaded from the parish resource page.	
Weekend of June 29th and 30th (Announcement Weekend)		
	Read Pulpit Announcement #1.	
	Read appeal prayer intention #1 in Prayers of the Faithful.	
Week of	July 1st	
	Confirm Appeal posters are displayed.	
in <u>w</u> B	Submit bulletin announcement #2 and bulletin insert to bulletin company. This bulletin issert can be found in your box of materials or go to the online parish resources at <a href="https://www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> to download the insert to send to your bulletin company. Bulletin announcement can also be used in an email if the parish uses email or Flocknote, or example to communicate with their parishioners.	
	Place Appeal Prayer Cards in pews. These can be found in your materials box. Pray his prayer either after the Prayers of the Faithful or at the end of Mass.	
N th	Use the social media tool kit for your social media pages. This will be found on the IHCA resource page on the website <a href="www.catholicnh.org/nhca.">www.catholicnh.org/nhca.</a> If you are unable to use tool kit, please go to the Diocesan social media sites and share the appeal posts on our pages.	
	Test Audio-Visual equipment for appeal video (if showing video).	
	Pastor to review Pulpit Announcement #2 for introducing the video (script provided).	



## Weekend of July 6th and 7th – Kickoff Weekend

	☐ Ensure bulletin insert is inserted into bulletins.
	□ Pastor to use Pulpit Announcement #2 to introduce NHCA and show appeal video if possible.
	□ Read appeal prayer intention #2 at Prayers of the Faithful.
	□ Pray Appeal Prayer after the Prayers of the Faithful or at the end of Mass.
Week	of July 8 <sup>th</sup>
	☐Confirm lay witness speaker is prepared (if using a lay witness speaker, use Speaker Talking Points).
	☐ Review Talking Points.
	□Place appeal envelopes, brochures, and pens in the pews and at entrance to church.
	□ Submit bulletin announcement #3 to bulletin company. Bulletin announcement can also be used in an email if the parish uses email or Flocknote, for example to communicate with their parishioners.
	□ Post Bulletin Announcement #3 on social media and on website and ensure that a link to the Appeal's website is displayed.
Week	end of July 13 <sup>th</sup> and 14 <sup>th</sup> – Appeal Weekend
	□ Pastor or Lay witness speaker to speak about the NHCA. Pastor to use Speaker Introduction if Pastor is not speaking on behalf of the Appeal.
	$\Box$ After appeal talk, allow parishioners a few minutes to complete their gift envelope if not already completed at home.
	□ Read appeal prayer intention #3 at Prayers of the Faithful.
	□ Pray Appeal Prayer after the Prayers of the Faithful or at the end of Mass.
Week	of July 15 <sup>th</sup>
	☐Gather all collected appeal envelopes and submit weekly using Return Envelopes. Please submit all gift envelopes by the end of July.
	□Place bulletin announcement #4 in bulletin.
	☐ Include Prayer Intention #4 with the Prayers for the Faithful



# Weekend of July 20<sup>th</sup> and 21<sup>st</sup> □ Read Pulpit Announcement #3. □ Pray prayer intention #4 at the Prayers of the Faithful. Week of July 22<sup>nd</sup> □ Gather all collected appeal envelopes and submit weekly using USPS priority mail envelopes. Please submit all gift envelopes by the end of May. □ Place bulletin announcement #5 in bulletin. □ Include Prayer Intention #5 with the Prayers for the Faithful. Weekend of July 27<sup>th</sup> and 28<sup>th</sup> □ Read Pulpit Announcement #4.

#### **Following Weekends:**

You may continue to follow the steps from the weekend of July  $27^{th}$  and  $28^{th}$  until the middle of August.

□ Pray prayer intention #5 at the Prayers of the Faithful.



#### **RESOURCES**

#### **Bulletin Announcements**

Please be sure to include this QR code with all Bulletin Announcements.



#### Bulletin Announcement #1 (can also be used as email to the Parish)

New Hampshire Catholic Appeal: Next week begins the annual New Hampshire Catholic Appeal: Future of Our Faith II, One Bread, One Body (NHCA), an initiative designed to strengthen our ministries for the Church in New Hampshire and to reduce the number of annual second collections at parishes. Last year, our parish along with the other 87 parishes raised more than \$3.8M. Thank you to all who donated to the appeal last year. The Appeal will take place over the next two weekends at Mass. The NHCA supports the care for our retired and elderly priests, seminarian education and vocations, Catholic education, evangelization through *Parable* magazine, the Community Services program at Catholic Charities NH and more. Every registered parishioner will receive a letter from Bishop Libasci along with appeal materials in the mail soon. Please keep the Church in New Hampshire in your prayers that we may grow together and carry our faith into the future. For more information, go to <a href="https://www.catholicnh.org/nhca">https://www.catholicnh.org/nhca</a>

#### Bulletin Announcement #2 (can also be used as email to the Parish)

Dear Friends,

This weekend we kickoff the **New Hampshire Catholic Appeal: Future of our Faith II, One Bread, One Body,** an initiative for our Diocese to grow and expand ministries in the Church in New Hampshire. It has consolidated six of our annual collections under one Appeal along with the Catholic Charities NH in-pew special collection appeal and the *Parable* magazine drive. I am grateful to all who donated to the NHCA last year. The New Hampshire Catholic Appeal again will help fund essential services and ministries like the care for our retired priests, education and formation of seminarians, Catholic education, *Parable* magazine, the Community Services program Catholic Charities NH and more. Everyone in our parish will receive a copy of the Appeal materials so that you can learn more about the NHCA and how you can participate. As you consider making your gift, please consider what you have given to these individual collections (Seminarian Fund, Retired Priest Fund, Parish to Parish Support Fund, Catholic University of America and USCCB, Catholic Education/Catholic Schools, N.H. Missionaries Abroad and Migrant & Refugee Ministry in NH) plus to *Parable* Magazine and the Catholic Charities NH Special collection appeal. Our parish goal this year is \$\_\_\_\_\_\_ and any money raised over that goal will be rebated to our parish to use for our parish needs.



Together, we are many parts of the Church in New Hampshire, but one body of Christ and we can make a difference in the lives of many people. To make your gift, please return the gift envelope that you will receive in the mail, visit the Appeal's website <a href="https://www.catholicnh.org/nhca">https://www.catholicnh.org/nhca</a> to give online, or call the Appeal Office at 603-663-0170.

With gratitude, <Pastor's Name>

#### **Bulletin Announcement #3**

New Hampshire Catholic Appeal: We thank all who made their gift to the New Hampshire Catholic Appeal: Future of our Faith II this weekend. Your gift will enable the Catholic Church in New Hampshire to meet the increasing needs of parishes, Catholic schools, retired clergy, seminarians, and much more. If you were not able to make your gift yet, please visit the website at <a href="https://www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> or bring your gift and drop it in the collection basket at Mass next weekend. We thank you on behalf of all who will come to know the loving hand of Christ and our Church through your generosity.

#### **Bulletin Announcement #4**

New Hampshire Ca	tholic Appeal: We are grateful to all our parishioners who h	ave given to the
New Hampshire Catl	holic Appeal. As of today, our parishioners have raised \$	toward our
goal of \$	. 100% of the funds raised above this Appeal goal are re	turned to our
parish this year. If yo	ou have not made your gift yet, please bring your gift envelop	be to Mass next
weekend or make yo	ur gift online at www.catholicnh.org/nhca. Extra gift envelo	pes are
available in the pews	s. We need the support of all of our parish families to reach of	our parish goal.
Thank you for your s	support of these important needs and ministries of the Church	1.

#### **Bulletin Announcement #5**

New Hampshire Catholic Appeal: We are grateful to all of our parishioners who have made a gift to the New Hampshire Catholic Appeal. As of today, we have raised \$\_\_\_\_\_ towards our parish goal of \$\_\_\_\_\_ . 100% of the funds raised above this Appeal goal are returned to our parish this year. If you have not made your gift yet, please bring your gift envelope to Mass next weekend or you can make your gift online at <a href="www.catholicnh.org/nhca">www.catholicnh.org/nhca</a>. Extra gift envelopes are available in the pews. We need the support of all our parish families in order to reach our parish goal. Thank you for your support of these important needs and ministries of the Church.



#### Prayer Intentions for Prayers of the Faithful

#### **Prayer Intention #1**

For the ability of the Church in New Hampshire to grow Catholic ministries and our faith with the New Hampshire Catholic Appeal, we pray to the Lord...

#### **Prayer Intention #2**

For the parishioners and the faithful throughout New Hampshire, that they may engage deeper in their faith throughout the Easter season and feel inspired by the ministries of the Church in New Hampshire we pray to the Lord...

#### **Prayer Intention #3**

For those who will come to the Church in need of material assistance, that we might be able to meet their needs through our support of the New Hampshire Catholic Appeal, in particular through the Community Services program at Catholic Charities New Hampshire, we pray to the Lord...

#### **Prayer Intention #4**

For our seminarians and retired priests, that we may be grateful for their sacrifices and show our support of their ministry through the New Hampshire Catholic Appeal, we pray to the Lord...

#### **Prayer Intention #5**

For the parishioners across our diocese, that we will open our hearts and join together in support of the Catholic Education and multi-cultural ministries funded by the New Hampshire Catholic Appeal, we pray to the Lord...



#### **Bulletin Insert**

#### **Bulletin Insert**

Please find the bulletin insert in the Diocesan Digest or go to <a href="https://www.catholicnh.org/nhca">https://www.catholicnh.org/nhca</a> to download.

#### **Pulpit Announcements**

#### **Pulpit Announcement #1**

Next weekend our parish will once again participate in the New Hampshire Catholic Appeal, an initiative designed to strengthen our parish ministries and reduce the number of annual collections in our Diocese. I thank you again for all who participated in last year's appeal as you helped raise more than \$3.8 million. The NHCA supports the care for our retired priests, education and formation of seminarians, Catholic education, evangelization and *Parable* Magazine, the Community Services program at Catholic Charities NH and more. The Appeal will take place over the next two weekends at Mass. More information is in our bulletin and will be mailed to every registered family in our parish. Thank you in advance for your support and generosity.

#### **Pulpit Announcement #2**

This weekend our parish once again begins the *New Hampshire Catholic Appeal: Future of our Faith II*, an initiative designed to strengthen our parishes and essential ministries. This Appeal has replaced six of the second collections that we conduct every year in order to reduce the number of times we ask our parishioners to support Church causes and initiatives as well as it replaces the Catholic Charities NH in-pew special collection appeal held yearly in our parishes and the *Parable* magazine drive. Our parish goal for 2024 is \$\_\_\_\_\_\_ for the New Hampshire Catholic Appeal. Every dollar that our parish raises over that goal will be rebated back to our parish.

This Appeal is very important for the present and future of the Church of New Hampshire. We are many parts across the state, but one in the body of Christ, connected through our faith, hope, and charity. This appeal will help to fund our shared ministries which include the Community Services program at Catholic Charities, *Parable* magazine, formation of our seminarians, care for our retired priests, Catholic Education, Faith Formation and so much more.

This week you should receive a mailing from Bishop Libasci asking for you to support the *New Hampshire Catholic Appeal: Future of our Faith II*. I hope you will take a moment to review the information and pray about what God is calling you to give. It is now my pleasure to introduce this year's Appeal video which really encapsulates the mission and the spirit of this appeal.

(If unable to show the video at Mass, please encourage parishioners to view the video at the parish website or at the diocese website).

2024 Version 1.0



#### **Pulpit Announcement #3**

I am so grateful to all of our parishioners who have made a gift to the New Hampshire Catholic Appeal. If you have not made a gift to the Appeal, I encourage you to do so by filling out a gift envelope in the back of Church or making a gift online. Thank you again for your support of these important diocesan ministries.

#### **Pulpit Announcement #4**

I am so grateful to all our parishioners who ha	ive made a gift	to the New Hampshire Catholic
Appeal. As of today, we have raised \$	_ from	parish families. Our parish goal is
\$ (Insert amounts from weekly Rep	ort). If you hav	ve not made a gift to the Appeal, I
encourage you to do so by filling out a gift en	velope in the b	ack of Church or making a gift
online. Thank you again for your support of the	nese important	diocesan ministries.



Introduction to Speaker after Homily and Speaker Talking Points

#### For all Appeal Weekends After Homily

This weekend, we find ourselves at another moment where we are being asked to respond to the call of discipleship, specifically here in the Diocese of Manchester. The Church in New Hampshire's goal is to continue to serve the ministerial needs of our parishioners and to provide funds for essential services. The diocese has always responded to those needs to the best of its ability through special collections and numerous fundraising programs. These collections have made it possible for our ministries and services to benefit parishes, families, and schools both here and abroad. We are again now launching our 3<sup>rd</sup> year of the New Hampshire Catholic Appeal which will fund these very vital ministries. I thank all who have supported the appeal in the past and this weekend we are asking everyone to make their gift to this important mission. To help us learn more about the New Hampshire Catholic Appeal, I have asked \_\_\_\_\_\_\_\_ to share more with us about the Appeal. Please welcome him/her.

(If you need help with your homily for the appeal, please contact Anne Marie Ashford)



Sample Speaker Talking Points: This is if Pastor is not speaking on behalf of the appeal. Speakers should attend the training in April to receive additional sample scripts and messaging updates.

Thank you, PASTOR'S NAME for inviting me to share today on the *New Hampshire Catholic Appeal: Future of Our Faith*. My family (or I) has been a member of NAME OF PARISH for \_\_\_\_ years (tell a little about yourself).

The theme for this year's Appeal is *One Bread, One Body* because as one Church, we are many parishes and ministries with different needs but one family in the Body of Christ sharing in the Eucharist. We all also share in the mission of Christ. The needs that will be supported by the *New Hampshire Catholic Appeal* are greater than any one parish could possibly support on its own, but together as one Church, we can make a very positive impact for the faith in New Hampshire. The *New Hampshire Catholic Appeal* will support the increasing needs of the Community Services program at Catholic Charities, schools, evangelization, retired clergy, seminarians, parishes and other important causes. Every dollar will be carefully stewarded to provide the maximum cost effectiveness for our ministries and is separately accounted for in order to be transparent.

I (or we) have made my gift to support the Appeal because I (or we) believe that it will serve the larger mission of the Church. Here is where you can offer a personal story, an element of the case for support and the reason why you feel that giving to this Appeal is important to you.

Today, we are asking everyone in our parish to join together and support these ministries. We are going to take just a moment now during our Mass and ask those of you who have not taken the opportunity to fill out an envelope to the Appeal to do so now.

If you are sitting on the end of the pew, you will see a small stack of the New Hampshire Catholic Appeal gift envelopes. Please pass those down to those who are in your pew. I'm going to give you just a moment to fill out your envelope before we collect it. If you are unable to make a gift today, you can do so online at <a href="www.catholicnh.org/nhca">www.catholicnh.org/nhca</a> or mail the envelope in at a later date. Checks can be made payable to the New Hampshire Catholic Appeal or NHCA; but any restricted gifts to singular programs or ministries cannot go towards our parish reaching its goal.

#### WHILE THEY ARE FILLING OUT THE ENVELOPES

This Appeal is about people giving to people. All the funds that are collected directly benefit the ministries listed on the brochure. This Appeal is about helping essential ministries so our Church can grow. The *New Hampshire Catholic Appeal* reminds us that every individual, every vocation, every priest, and student, is important. Every gift is important too, no matter how large or small. Thank you for your support in this valuable effort.

**NOTE TO PRESIDERS:** Please give everyone a moment to fill out the gift envelope. Remember it takes an average person 1-2 minutes to accomplish this so please wait a moment



to give them enough time. This part is critical. Many will fill out both a gift envelope and then write a check.

Once completed, ask the ushers to come forward and collect the pledge envelopes or ask the parishioners when leaving mass to place donations in the donations box. Then continue with the liturgy.

**COLLECTION BOXES AT ENTRANCE TO CHURCH:** If you are not passing baskets to collect for the appeal, be sure to have a marked NHCA collection box or basket at the entrance to the parish so that it is easily visible to your parishioners.



#### TALKING POINTS FOR PASTORS

#### Background of the NHCA:

- o In 2019, the Diocese of Manchester conducted a study of our collections, fundraising programs, and overall financial needs of ministries and locations across the state. As clergy, we shared our concerns about the number of times and ways that our parishioners are solicited throughout the year and potentially the effect it has on parish income, and as a group, the majority of us were in favor of moving many collections, "asks", and programs into one fundraising endeavor, such as an annual Catholic ministries appeal.
- o In the spring of 2022, Bishop Libasci decided to implement this new Appeal in about half of our parishes. The Appeal is called New Hampshire Catholic Appeal, because this Appeal is dedicated to strengthening the mission of our Church across the state, together. He has also decided to fuse it with the name of a successful campaign conducted in the '90's, the Future of our Faith, because the needs of our Church are very much the same: education of seminarians and investment in vocations, care of our retired clergy, Catholic education, parishes in need and individual parish support, missionaries and multicultural ministry, evangelization and *Parable* magazine, and the Community Services program at Catholic Charities NH.
- 2023 NHCA Update: The 2023 New Hampshire Catholic Appeal, which included all 88 parishes, was very successful thanks to your support raising more than \$3.8M for the following shared ministries: the Community Services program at Catholic Charities, *Parable* magazine, formation of our seminarians, care for our retired priests, Catholic education, Faith formation particularly youth and young adults, parish to parish support, and multi-cultural ministries. In addition, 47 parishes reached their NHCA goals (mention if your parish reached goal) allowing for over \$400,000 in rebates to the parishes. These are funds that parishes can use at their discretion to help with any expenses or projects. The success of the New Hampshire Catholic Appeal is allowing us to move toward a more sustainable and collaborative church in NH.
- Catholic Charities NH Update: Traditionally, in the past, parishes had conducted a special collection to support Catholic Charities NH. The Bishop has included that special collection for Catholic Charities in the NHCA but it is important to understand that the funds that Catholic Charities receives from the NHCA only supports the Community Services program at Catholic Charities, which is only one of their ten core social programs. The Community Services program provides transformative change through case management and compassionate guidance. For example, last year, 2847 individuals from 201 towns and cities across New Hampshire received emergency assistance, financial literacy training and other forms of support. Please note that past Catholic Charities donors will continue to hear from Catholic Charities throughout the year outside the window of



the New Hampshire Catholic Appeal for their other programs such as Our Place, Liberty House, New Generation, Mental Health Services and others.

- All parishes will participate in the New Hampshire Catholic Appeal. The Appeal is very important for the present and future of the Church of New Hampshire. By making this one ask of you each year, we hope that you will be able to make a meaningful gift and help our ministries to reach more people in our diocese with the message of Christ's love.
- Approximately 95% of revenue will go towards ministry, education, and parishes. The goal is for less than 5% of revenue to be spent on administering the NHCA. The 2022 and 2023 administrative costs were higher as they included initial set up costs and fixed costs as all 88 parishes joined the appeal. The intent of the Diocese is to keep these costs as low as possible. No funds will go towards diocesan administration, the bishop's office, or any clergy abuse settlements/litigation.
- Parishes will get to keep any income raised above our set fundraising goal. Goals are set at 10% of the average of the last three years of our assessable income. Additionally, our assessment (our payments to the diocese for administration and operations) will be lowered.
- Parishioners will have a variety of ways to give to the NHCA (online, in-pew, etc.) and, as many of the second collections are being eliminated, will receive less envelopes. The second collections being eliminated in 2024 are:
  - Seminarian Fund
  - Catholic education (now optional for parishes who need it)
  - Parish to Parish Support Fund
  - NH Missionaries Abroad and Migrant & Refugee Ministry in NH
  - Catholic University of America and USCCB
  - NH Priest Retirement Fund
  - Catholic Charities NH Special Collections Appeal
  - Parable Magazine Drive this annual drive no longer takes place.
- We at the parish will be provided materials to assist with enabling this Appeal to be successful, such as a manual for appeal operations, marketing materials such as a brochure and videos, and 3-4 mailings will come from the NHCA and Bishop Libasci to our parishioners.
- Thank you for your continued support of our parish and all our shared ministries; and I thank you for all you will do to support this continued effort. God bless you.



#### FREQUENTLY ASKED QUESTIONS

#### What is the New Hampshire Catholic Appeal: Future of our Faith II?

The New Hampshire Catholic Appeal (NHCA) is a combined campaign and fundraising effort with the parishes and ministries of the Church in New Hampshire.

#### What ministries and needs will be included in the New Hampshire Catholic Appeal?

The following will be funded by the NHCA:

- The Community Services program at Catholic Charities NH (CCNH). The NHCA does not fully fund CCNH. Gifts to the NHCA only support CCNH's Community Services program, which is only 1 out of 10 of their core social services programs, which provide transformative change through case management and compassionate guidance. It is important to note that the NHCA does not fund all CCNH's programs. For instance, Our Place, Liberty House, New Generation, Mental Health Counseling Services, among others are supported through appeals conducted directly by CCNH throughout the year. This is why you will continue to hear from CCNH via direct mail, online campaigns, special events, and more outside of the NHCA appeal time frame. To learn more about the Community Services program at Catholic Charities, please visit their website: <a href="www.cc-nh.org/services/community-services-assistance/">www.cc-nh.org/services/community-services-assistance/</a>
- Catholic Education and Catholic Schools
- Seminarians, Deacons, and Vocations
- Priest Retirement
- Parable magazine
- Parish needs (Parish to Parish Support Fund and individual parish support)
- Missionaries abroad and multicultural ministry in NH
- Catholic University of America and the United States Conference of Catholic Bishops
- Faith Formation: Campus Ministry and Totus Tuus
- Catholic Cemeteries

Many of these needs and ministries were previously funded through second collections. These second collections have been eliminated or consolidated into the NHCA. Parishioners can still give to these causes and programs separately, though it **does not count** towards the overall parish appeal goal.

#### Does the money raised by the NHCA go to support the bishop?

No. Although the proceeds from the NHCA are remitted to the Appeals Office at Diocese of Manchester, the funds raised will go towards imperative ministries that move our faith forward. These ministries benefit all Catholics and parishes throughout the Diocese of Manchester. No proceeds will be used to support the bishop or go to the bishop's office.



#### Does the money raised by the NHCA pay for financial settlements?

No. Funding for financial settlements has come from insurance policies, a specific non-restricted insurance fund, diocesan savings, and diocesan investment income. All funds raised from the NHCA will be used to support the ministries listed above.

#### How much will it cost to run the Appeal?

The Office of Development and Communications will make every effort to keep costs down in marketing and managing the NHCA. Good stewardship of donations is essential to any Catholic fundraising program. The first years' administrative costs were 10% which included first year set up costs and fixed costs of bringing all 88 parishes into the appeal The intent of the Diocese is to keep the costs at 5% or lower in future years. Expenses are accounted for in the publication of an annual report for the NHCA – this report includes an accounting of how all dollars raised were used. All NHCA donors receive this report and copies are sent to parishes. The expenses include the cost of producing and mailing the informational materials for the Appeal as well as for the processing of all gifts to the NHCA.

#### Why should I give to the New Hampshire Catholic Appeal if I already give to my parish?

Your participation helps the entire Church in New Hampshire where the needs are the greatest – recruiting new priests, evangelization, the vulnerable, and more. Your support makes these ministries possible that no one parish could support on its own. Your gift demonstrates your commitment to the greater Church. We are many parts in the Diocese of Manchester but one body in Christ with a common mission.

#### Does my parish have to support the NHCA?

Yes. Each parish in the diocese has a set goal which represents the parish share of the total Appeal. A good faith effort is requested of all parishes. Additionally, individual parishes can benefit significantly by retaining any funds raised over their set goal; administering fewer second collections; and parishes will see a reduction in fees and administrative costs (assessments) paid to the Diocese.

#### Are all parishes in New Hampshire participating in the New Hampshire Catholic Appeal?

Yes, after rolling out the NHCA over two years, all 88 parishes in New Hampshire participate in the NHCA.

#### How much should I give?

Charitable giving is a reflection of our Christian stewardship of treasure. Giving back to God, either through contributions to your parish, the New Hampshire Catholic Appeal, or other worthwhile charities, should require a sacrifice, one that recognizes God's generosity to us individually. Therefore, your gift is a personal decision between you and God and should be



made after careful reflection. Please consider the dollars you have donated in the past to the six discontinued 2<sup>nd</sup> collections plus the Catholic Charities NH special collection and the *Parable* magazine drive to help you determine how much to give. The pledge and recurring gift option may make this amount feasible.

#### Should I make a pledge, recurring gift, or a one-time gift?

Making a pledge or a recurring gift allows you to spread your gift over several months, which may make it easier for you to budget, and may also allow you to give a larger gift.

#### **How Should I Give?**

There are many ways that you can give to the New Hampshire Catholic Appeal.

- Donate online with credit/debit card.
- Pledge submit your pledge (through the gift envelope, or online)
  - o All check pledges will receive a monthly reminder.
- Recurring Gift set up a monthly recurring gift (through the gift envelope, or online)
  - o All 2023 NHCA recurring gifts were automatically renewed for the 2024 appeal. If recurring donors would like to increase, change or stop their recurring donation, please contact Anne Marie Ashford at <a href="mailto:aashford@rcbm.org">aashford@rcbm.org</a> or 603-663-0152.
- Check make checks payable to the New Hampshire Catholic Appeal.
- Cash may be sent in using the gift envelope, but we encourage check or credit card.
- Donate stock call (603) 663-0136 for broker instructions.
- Donate through your IRA contact your IRA administrator and have your gift sent directly to the Diocese of Manchester, Office of Development and Communications, 153 Ash Street, Manchester, NH 03104 – include your name, and the parish you want the gift credit to go towards.

## Can parishioners donate using their current online giving platform used for parish offertories?

Yes. However, the parish must complete the following items:

- 1. The parish must submit in writing their intent to add the NHCA as an option to their online giving site via email to <a href="mailto:nhca@rcbm.org">nhca@rcbm.org</a>. Please include your parish name, pastor name, online giving platform (i.e., VANCO, OSV, etc.) and a statement attesting that the parish acknowledges it is responsible for acknowledging all gifts received for the NHCA (for tax purposes).
- 2. Each week, the parish must submit a giving report to <a href="mailto:nhca@rcbm.org">nhca@rcbm.org</a>. This giving report must be in an Excel spreadsheet with the following fields:
  - Parishioner/Donor Name
  - Parishioner/Donor Mailing Address



- Parishioner/Donor E-mail Address
- Date of Gift
- Amount of Gift
- Recurring (Y/N) and frequency
- 3. The parish is obligated to send all tax letters/acknowledgement of gifts. Please send a *sample* acknowledgement letter (either the automatically generated acknowledgement by your online giving service provider or one generated by the parish to <a href="mailto:nhca@rcbm.org">nhca@rcbm.org</a>). The Diocese does not need copies of each donor/parishioner acknowledgement letter, just one sample per parish.
- 4. The parish shall remit online donations weekly to the Diocese for the month of May and then monthly or as needed through March. Please ensure that for each check remitted that there is a corresponding Excel donor report (see #2 above).

However, parishes are strongly encouraged to link to the Diocesan giving page at <a href="https://www.catholicnh.org/nhca">https://www.catholicnh.org/nhca</a> The gift page will include a drop down that will list all parishes participating in the NHCA so that each parish will be credited appropriately.

A donation link for the NHCA will be provided to all parishes that can be placed on their websites to direct parishioners for online giving.

#### How are the goals for each parish determined?

The parish NHCA goal is calculated as 10% of the parish average assessable income over the last three fiscal years. This year's calculation was 10% of the average assessable income for fiscal years 2023, 2022, and 2021. The goal formula will be reviewed after the 2024 appeal cycle.

#### If the parish goal is exceeded, does the parish get to keep the amount raised over the goal?

Yes. The NHCA will allow parishes to keep 100% of their revenue over their set goal for the first three years of the appeal. In June 2024, the Diocese will assess whether or not this has been successful or may need adjustments.

#### What happens if a parish does not make their goal?

If a parish does not reach its goal, it will be assessed (billed) the remainder. An abatement program is available for parishes who may qualify (and the difference will not be assessed).

#### What changes are being made to the collection schedule in 2024?

A total of six collections listed below are removed from the 2024 collection schedule so parishes are requested to NOT include these collections in their parish envelope orders for 2024. An updated collection schedule can be found here (under "Links"): <a href="https://www.catholicnh.org/about/who-we-are/administration/finance/">https://www.catholicnh.org/about/who-we-are/administration/finance/</a>.

- Seminarian Fund
- o Catholic education (now optional for parishes who need it)
- Parish to Parish Support Fund



- o NH Missionaries Abroad and Migrant & Refugee Ministry in NH
- o Catholic University of America and USCCB
- o NH Priest Retirement Fund



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#### SAMPLE PASTOR THANK YOU NOTE

All gifts to the NHCA will receive a thank you letter from the Diocese, but if you would like to send a personal thank you as well, here is a sample thank you note.

**DATE** 

NAME ADDRESS CITY, STATE ZIP

Dear FIRST NAME,

Thank you for your gift to the 2024 *New Hampshire Catholic Appeal: Future of Our Faith II*. Your gift will provide the means for the Church in New Hampshire to respond to the increasing needs of essential ministries, such as Catholic education and the future of our priesthood. Please know that your light is shining before others, and by your example others will follow and give glory to our Heavenly Father.

On behalf of all those who will come to know God's mercy and Christ's light this year because of your generosity, I thank you.

Sincerely yours in Christ,

<Pastor's Name>



#### **APPENDIX A - PARISH IDS**

Parish Name	Parish ID
All Saints Charlestown	877
Blessed Sacrament Manchester	41851
Christ The King Concord	41790
Corpus Christi Portsmouth	878
Divine Mercy Peterborough	879
Gate of Heaven Lancaster	880
Good Shepherd Berlin	881
Holy Family Gorham	882
Holy Rosary Hooksett	41791
Holy Trinity Plymouth	41792
Immaculate Conception Nashua	41793
Immaculate Conception Penacook	41794
Immaculate Heart of Mary Concord	883
North American Martyrs Colebrook	41795
Our Lady of Fatima New London	41796
Our Lady of Lourdes Pittsfield	41797
Our Lady of Mercy Merrimack	884
Our Lady of The Holy Rosary Rochester	41798
Our Lady of the Miraculous Medal Hampton	885
Our Lady of the Mountains North Conway	886
Parish Of The Assumption Dover	41799
Parish Of The Holy Spirit Keene	41831
Parish Of The Resurrection Nashua	41800
Parish Of The Transfiguration Manchester	41801
Sacred Heart Lebanon	41852
Sacred Heart Manchester	887
Sacred Heart Of Jesus Greenville	41802
Saint Aloysius Of Gonzaga Nashua	41804
Saint Andre Bessette Laconia	888
Saint Anne Hampstead	889
Saint Anne-St Augustin Manchester	41805
Saint Anthony of Padua Manchester	890
Saint Anthony Sanbornville	41806
Saint Catherine Of Siena Lisbon	41807
Saint Catherine of Siena Manchester	891
Saint Charles Borromeo Meredith	41808
Saint Christopher Nashua	892
Saint Denis Hanover	41809
Saint Elizabeth Seton Bedford	893
Saint Francis of Assisi Litchfield	894
Saint Gabriel Franklin	895
Saint Hedwig Manchester	41810
Saint Helena Enfield	41811
Saint Ignatius of Loyola Somersworth	896
Saint John Neumann Merrimack	897
Saint John the Baptist Suncook	898
Saint John XXIII Nashua	41803
V VIIII I II I I I I I I I I I I	11005



#### Appeal Manual

Saint Iaganh Dalmant	41812
Saint Joseph Belmont Saint Joseph Cathedral Manchester	899
Saint Joseph Center Ossipee	41813
Saint Joseph Claremont	900
Saint Joseph Epping	41814
Saint Joseph Lincoln	41815
Saint Joseph The Worker Nashua	41817
Saint Joseph Woodsville	41816
Saint Jude Londonderry	41644
Saint Katharine Drexel Alton	41818
Saint Kathryn Hudson	901
Saint Lawrence Goffstown	902
Saint Leo Gonic	41789
Saint Luke the Evangelist Newton-Plaistow	41819
Saint Marguerite d'Youville Groveton	903
Saint Mark the Evangelist Londonderry	904
Saint Mary Claremont	906
Saint Mary Hillsborough	41820
Saint Mary Newmarket	905
Saint Mary Rochester	41821
Saint Mary Rollinsford	907
Saint Matthew Windham	41823
Saint Michael Exeter	908
Saint Patrick Jaffrey	41824
Saint Patrick Milford	41825
Saint Patrick Nashua	41783
Saint Patrick Newport	910
Saint Patrick Pelham	909
Saint Peter Auburn	911
Saint Peter Farmington	41822
Saint Pius X Manchester	912
Saint Raphael Manchester	41826
Saint Rose Of Lima Littleton	41827
Saint Stanislaus Nashua	914
Saint Stanislaus Winchester	913
Saint Theresa Henniker	41828
Saint Theresa Rye Beach	915
Saint Thomas Aquinas Derry	41829
Saint Thomas More Durham	41830
Sainte Marie Manchester	916
Saints Mary and Joseph Salem	917



## APPENDIX B – ANONYMOUS DONOR IDS FOR EACH PARISH

ATTENDIA DE ATTONIMOUS DONOR II	JO I OIL
Parish Name	ID
Anonymous All Saints Charlestown	41603
Anonymous Blessed Sacrament Manchester	42971
Anonymous Christ the King Concord	41874
Anonymous Corpus Christi Portsmouth	41604
Anonymous Divine Mercy Peterborough	41605
Anonymous Gate of Heaven Lancaster	41606
Anonymous Good Shepherd Berlin	41607
Anonymous Holy Family Gorham	41608
Anonymous Holy Rosary Hooksett	41875
Anonymous Holy Trinity Plymouth	41876
Anonymous Immaculate Conception Nashua	41877
Anonymous Immaculate Conception Penacook	41878
Anonymous Immaculate Heart of Mary Concord	41609
Anonymous North American Martyrs Colebrook	41879
Anonymous Our Lady of Fatima New London	41880
Anonymous Our Lady of Lourdes Pittsfield	41881
Anonymous Our Lady of Mercy Merrimack	41610
Anonymous Our Lady of The Holy Rosary Rochester	41882
Anonymous Our Lady of the Miraculous Medal Hampton	41611
Anonymous Our Lady of the Mountains North Conway	41612
Anonymous Parish of The Assumption Dover	41883
Anonymous Parish of The Holy Spirit Keene	41915
Anonymous Parish of The Resurrection Nashua	41884
Anonymous Parish of The Transfiguration Manchester	41885
Anonymous Sacred Heart Lebanon	42972
Anonymous Sacred Heart Manchester	41613
Anonymous Sacred Heart of Jesus Greenville	41886
Anonymous Saint Aloysius of Gonzaga Nashua	41888
Anonymous Saint Andre Bessette Laconia	41614
Anonymous Saint Anne Parish Hampstead	41615
Anonymous Saint Anne-St Augustin Manchester	41889
Anonymous Saint Anthony of Padua Manchester	41591
Anonymous Saint Anthony Sanbornville	41890
Anonymous Saint Pathony Sainton Siena Lisbon	41891
Anonymous Saint Catherine of Siena Manchester	41617
Anonymous Saint Charles Borromeo Meredith	41892
Anonymous Saint Christopher Nashua	41618
Anonymous Saint Denis Hanover	41893
Anonymous Saint Elizabeth Seton Bedford	41619
Anonymous Saint Enzabeth Seton Bedford  Anonymous Saint Francis of Assisi Litchfield	41620
Anonymous Saint Trancis of Assist Etternetu  Anonymous Saint Gabriel Franklin	41621
Anonymous Saint Gabriel Frankfin  Anonymous Saint Hedwig Manchester	41894
Anonymous Saint Helena Enfield	41895
Anonymous Saint Ignatius of Loyola Somersworth	41622
Anonymous Saint John Neumann Merrimack	41623
Anonymous Saint John the Baptist Suncook	41624
*	41887
Anonymous Saint John XXIII Nashua	4100/



11		

Anonymous Saint Joseph Belmont	41896
Anonymous Saint Joseph Cathedral Manchester	41625
Anonymous Saint Joseph Center Ossipee	41897
Anonymous Saint Joseph Epping	41898
Anonymous Saint Joseph Lincoln	41899
Anonymous Saint Joseph Claremont	41626
Anonymous Saint Joseph The Worker Nashua	41901
Anonymous Saint Joseph Woodsville	41900
Anonymous Saint Jude Londonderry	42973
Anonymous Saint Katharine Drexel Alton	41902
Anonymous Saint Kathryn Parish Hudson	41627
Anonymous Saint Lawrence Goffstown	41628
Anonymous Saint Leo Rochester (Gonic)	42975
Anonymous Saint Luke the Evangelist Plaistow	41903
Anonymous Saint Marguerite d'Youville Groveton	41629
Anonymous Saint Mark the Evangelist Londonderry	41630
Anonymous Saint Mary Rollinsford	41633
Anonymous Saint Mary Claremont	41632
Anonymous Saint Mary Henniker	41904
Anonymous Saint Mary Newmarket	41631
Anonymous Saint Mary Rochester	41905
Anonymous Saint Matthew Windham	41907
Anonymous Saint Michael Exeter	41634
Anonymous Saint Patrick Jaffrey	41908
Anonymous Saint Patrick Milford	41909
Anonymous Saint Patrick Nashua	42974
Anonymous Saint Patrick Newport	41636
Anonymous Saint Patrick Pelham	41635
Anonymous Saint Peter Auburn	41637
Anonymous Saint Peter Farmington	41906
Anonymous Saint Pius X Manchester	41638
Anonymous Saint Raphael Manchester	41910
Anonymous Saint Rose of Lima Littleton	41911
Anonymous Saint Stanislaus Nashua	41640
Anonymous Saint Stanislaus Winchester	41639
Anonymous Saint Theresa Henniker	41912
Anonymous Saint Theresa Rye Beach	41641
Anonymous Saint Thomas Aquinas Derry	41913
Anonymous Saint Thomas More Durham	41914
Anonymous Sainte Marie Manchester	41642
Anonymous Saints Mary and Joseph Salem	41643