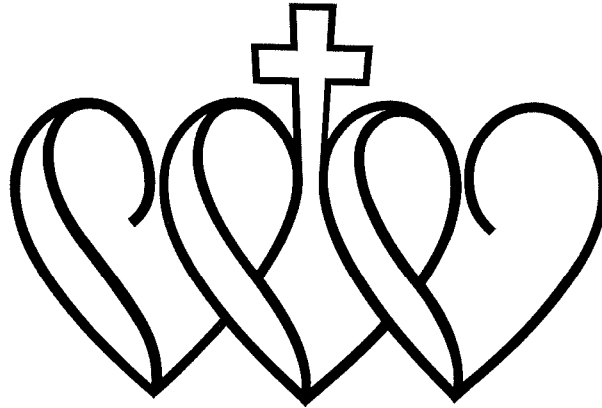


# **SECRETS TO SUCCESS**

**Proven Methods That Work**



**How to Ensure a Successful Catholic Charity Fund Appeal**

## **A Guide for Parish Leaders**

**2008 Catholic Charity Fund Appeal**

**Diocese of Providence**

*Celebrating our 83<sup>rd</sup> Anniversary*

1925 - 2008

*“Your Hands, God’s Work”*

# **Parish Profile #1**

<b>Parish:</b>	Saint Patrick Parish
<b>Location:</b>	Providence
<b>Telephone:</b>	421-7070
<b>Pastor:</b>	Rev. James T. Ruggieri
<b>Number of Families:</b>	602
<b>2006 Ordinary Income:</b>	\$167,907
<b>2006 Catholic Charity Fund Appeal Goal</b>	\$20,500
<b>2006 Catholic Charity Fund Appeal Raised</b>	\$25,129
<b>2007 Catholic Charity Fund Appeal Goal:</b>	\$29,321
<b>2007 Catholic Charity Fund Appeal Raised:</b>	\$31,901
<b>Percentage of 2007 Goal</b>	108.80%
<b>Percentage of 2006 Raised</b>	126.95%
<b>Number of Donors</b>	183
<b>Percentage of Participation:</b>	30%
<b>Diocesan Average Percentage of Participation:</b>	30%
<b>2007 Catholic Charity Fund Appeal Chairpersons:</b>	Ruth Lynch Therese Leblanc Terry Allen

**Chairperson Involvement with Annual Appeal:**

10 combined years

## **Preparation**

In addition to pulpit announcements at weekend Masses, Saint Patrick Parish also publishes a bulletin announcement each of the two weeks prior to the In-pew weekend promoting the upcoming Catholic Charity Fund Appeal (please refer to Exhibit 1 below).

### **Exhibit 1: Bulletin Announcement each of the two weeks prior to In-pew Weekend**

#### **CATHOLIC CHARITY FUND APPEAL**

Our in-pew solicitation for the 2007 Catholic Charity Fund Appeal will be on April 21/22 and 28/29. Our 2006 goal was \$20,500. We actually reached \$25,129, our best ever! The new goal for our parish for 2007 is \$29,321. This is a substantial increase. All parish goals were increased because the needs in the diocese exceed the funds available. We will do our best; remember a goal is only that – a goal – not a mandate; we will not be assessed what we do not collect.

## **Methodology**

The parish's primary method of solicitation is In-Pew. One week prior to the In-pew Weekend, the pastor gives a brief talk about the good work that is accomplished through donations to the annual Catholic Charity Fund Appeal. Specifically, the pastor highlights some of the 39 diocesan ministries that are funded by the Appeal. In-Pew solicitation is conducted during Mass on two consecutive weekends. The pastor reminds parishioners about the upcoming In-Pew Weekend and continuously promotes the importance of the Catholic Charity Fund Appeal.

## **Follow-up**

With the goal of contacting every member of the parish family inviting them to participate, Father Ruggieri sends a letter to all non-In-pew respondents. Please refer to Exhibit 2 for Father Ruggieri's follow-up letter to parishioners at Saint Patrick Parish in Providence.

Saint Patrick Parish utilizes a series of bulletin announcements before the start of the Catholic Charity Fund Appeal. In the announcements, the theme of the Appeal is indicated along with the parish's goal and current total of pledges and one-time cash gifts. Towards the end of the parish Appeal effort, the bulletin announcements focused on thanking those parishioners who made a gift, reaching out to those who have yet to make a gift, and informing parishioners about the exact amount needed to reach their goal. The bulletin announcements continued until the parish reached their goal (please refer to Exhibit 3A through 3D).

### **Pastor's Words of Wisdom: Saint Patrick Parish "Secret to Success"**

*"It was truly an act of God; I mean this. As a parish, to be able to exceed our Catholic Charity goal was truly an act of God. God touched the hearts of our people and of people not even from our parish to contribute to our Catholic Charity Fund Appeal. Our approach to the appeal was to simply inform people of the importance of the fund and how it is a wide-reaching and multi-faceted fund that touches many lives within our diocese and within our parish. We organized two weekends of in-pew solicitation. God did the rest, that is, moving generous hearts to give to the appeal until it formally closed on June 30<sup>th</sup>. We are sincerely grateful to God and to God's people."*

**Exhibit 2: Pastor Follow-up Letter to Non In-Pew Respondents**

*Saint Patrick Church*  
152 HOLDEN STREET  
PROVIDENCE, RHODE ISLAND 02908

Dear (Name of Parishioner),

I am sending you this personal note to ask your help with our parish efforts for a successful 2007 Catholic Charity Fund Appeal. Your gift to the annual Appeal supports programs and services which benefit you and so many other people in our parish and diocese.

I ask that you consider a pledge to the Appeal. So many efforts to help people depend upon the gifts, large or small, that our parishioners so generously give to the Appeal. Thank you for whatever you are able to do.

Please know that if you cannot offer a monetary gift, we would very much appreciate your prayers for a successful Appeal.

Sincerely yours,

Rev. James Ruggieri  
Pastor

**Exhibit 3A through 3D: Series of Bulletin Announcements Throughout the Appeal**

**3A First In-Pew Weekend**

**CATHOLIC CHARITY FUND APPEAL  
BEGINS**

Our in-pew solicitation for the 2007 Catholic Charity Fund Appeal begins today April 21/22 and April 28/29. Our 2006 goal was \$20,500. We actually reached \$25,129, our best ever! **The new goal for our parish for 2007 is \$29,321.** This is a substantial increase. All parish goals were increased because the needs in the diocese exceed the funds available. St. Patrick's gains considerably through the funds collected in this Appeal. We ask you to be generous. **REMARKABLE WONDERS ARE DONE THROUGH YOU.**

**3B Second In-Pew Weekend**

**CATHOLIC CHARITY FUND APPEAL  
CONTINUES**

Our in-pew solicitation for the 2007 Catholic Charity Fund Appeal continues today April 28/29. Our 2006 goal was \$20,500. We actually reached \$25,129, our best ever! **The new goal for our parish for 2007 is \$29,321.** So far we have \$17,933.24 in either one-time gifts or pledges. **REMARKABLE WONDERS ARE DONE THROUGH YOU.** Let us do our best to reach our goal. Chairpersons of this Fund is Ruth Lynch, assisted by Terry Leblanc and Terry Allen.

**3C After In-Pew Weekends**

**CATHOLIC CHARITY FUND APPEAL  
CONTINUES**

Our gifts and pledges to date total \$27,218.24. **The new goal for our parish for 2007 is \$29,321. REMARKABLE WONDERS ARE DONE THROUGH YOU.** Let us do our best to reach our goal; we need \$1,447.76 to do that. We are very grateful for your generous response. Those yet to come will hopefully help us to reach our goal. Wonderful response thus far! Thank you.

**3D After Reaching Goal**

**CONGRATULATIONS TO ALL OF US!**

We surpassed our goal for the Catholic Charity Fund! Our goal was \$29,321. We raised \$29,569.74. This is a wonderful testimony to our generosity and our understanding and appreciation of all that the diocese does in caring for those with special needs, including ourselves.

## **Parish Profile #2**

<b>Parish:</b>	Saint Timothy Parish
<b>Location:</b>	Warwick
<b>Telephone:</b>	739-9552
<b>Pastor:</b>	Rev. Barry M. Meehan
<b>Number of Families:</b>	1,398
<b>2006 Ordinary Income:</b>	\$401,928
<b>2006 Catholic Charity Fund Appeal Goal</b>	\$57,500
<b>2006 Catholic Charity Fund Appeal Raised</b>	\$60,562
<b>2007 Catholic Charity Fund Appeal Goal:</b>	\$70,344
<b>2007 Catholic Charity Fund Appeal Raised:</b>	\$74,668
<b>Percentage of 2007 Goal</b>	106.15%
<b>Percentage of 2006 Raised</b>	123.29%
<b>Number of Donors</b>	435
<b>Percentage of Participation:</b>	31%
<b>Diocesan Average Percentage of Participation:</b>	30%
<b>2007 Catholic Charity Fund Appeal Chairpersons:</b>	Salvatore and Pauline Catanese

**Preparation**

In-pew envelopes and pens were placed at the end of each pew in preparation for the parish's In-Pew solicitation. After each Mass, In-Pew envelopes and pens were replenished in each pew. An announcement appeared in the parish bulletin informing parishioners of the start of the 2007 Catholic Charity Fund Appeal. In addition to stating the parish goal, the announcement also encourages everyone to "do your best in contributing" and mentions that the "needs are greater than ever". The prayer for the success of the 2007 Appeal is also included in this bulletin announcement (please refer to Exhibit 4 below).

**Exhibit 4: Bulletin Announcement on the Second Sunday of Easter (April 15, 2007)**

**Catholic Charity Fund  
Appeal**

One aspect of God's mercy is shown through the mercy and charity which we practice toward one another. This weekend we shall begin the Annual Catholic Charity Fund Appeal. The special patron saint of the Appeal this year is Saint Lawrence. Through his intercession may God help us to understand the important role which we all have in sharing the Divine Mercy with our less fortunate sisters and brothers by means of this united diocesan effort. My sincere thanks to Sal and Pauline Catanese for graciously accepting to Chair the Charity Fund Appeal this year for us here at St. Timothy's. Pauline will be speaking to us at all of the Masses, and we will have an opportunity to make our contributions by means of several methods which she will explain to us. Please do your best in contributing. The needs are greater than ever, and our parish goal reflects the increased costs faced by the mission of the Church to serve the poor, and in this case, the poor and needy in our own diocese. The goal of the Catholic Charity Fund Appeal for our parish this year is \$70,344.00.

**Prayer for the Success of the  
2007 Catholic Charity Fund Appeal**

O Blessed Saint Lawrence, so loving and caring, you gathered and embraced the poor, the widows, the orphans, and the sick.

A deacon and martyr, you sold some possessions of the Church and gave the money to the poor.

We now pray to you for our successful efforts to bring comfort to our needy brothers and sisters in Christ.

Strengthen and unite us, that we will be able to provide compassion and assistance to All God's children.

May our works of charity bring hope to those less fortunate who have nowhere else  
To turn.

Amen.

## **Methodology**

Saint Timothy Parish conducted their In-Pew solicitation on the weekend of April 14/15. After the celebrant's homily at each of the weekend Masses, the parish chairperson delivered the presentation in Exhibit 5 below. Following the presentation at each Mass, all In-Pew envelopes completed by parishioners were collected by ushers.

### **Exhibit 5: Chairperson's In-Pew Presentation**

Thank you, Father. Good evening/good morning. I have been asked by Father Barry to speak to you about the 2007 Catholic Charity Fund Appeal. For the past 82 years since the annual Catholic Charity Fund Appeal was established, the Catholic community of Rhode Island through its parishes, schools, ministries, and special ministries has enjoyed a long history of service and support for the many needs of the people of Rhode Island. Ninety-two cents out of every dollar raised through our Catholic Charity Appeal helps to support the 39 diocesan ministries that provide physical, educational and the spiritual needs of over 200,000 Rhode Island families every year. The Diocese of Providence is the second largest provider of human services in Rhode Island, topped only by state government.

As a result of your unwavering support to the Catholic Charity Fund Appeal, more than 40,000 adults of all age groups are able to participate in a number of religious education programs. Your continued support and generosity provides financial assistance to 44 diocesan elementary schools and eight high schools. Through the Family Care Assistance Program, families who qualify will be able to secure a safe and nurturing environment for their children. The Social Ministry Programs of the Diocese of Providence serve tens of thousands of people each year including the elderly who may need special assistance to the person suffering from AIDS, the sick, the physically and mentally challenged and the hungry and homeless.

This year's theme is "Remarkable Wonders Are Done Through You". As Christians, we are called upon to be stewards or managers of the many gifts we have received from God. We are reminded that we are accountable to God for the use of all things. Therefore, we must share our God-given gifts of time, talent and treasure.

Our goal this year is \$70,344.00. As you reflect on your contribution to this year's Catholic Charity Fund Appeal, I ask you to clearly focus on your many gifts and blessings and consider increasing your gift by taking advantage of a pledge plan. By making a pledge, it becomes a convenient way to spread smaller payments over a period of time, which will enable you to share more with those in need.

Sal and I support this appeal and we hope you will too. In closing, please accept our heartfelt appreciation for your continued generosity that will provide hope to those who sometimes view their lives as hopeless. Thank you.

## **Exhibit 6A and 6B: Pastor's Bulletin Announcements**

In a continual effort to promote the 2007 Catholic Charity Fund Appeal, Father Meehan reminds his parishioners in his bulletin column about the theme of the Appeal (please refer to yellow highlighted section of Exhibit 6A below). "We are simply called upon to participate in the charitable works of the Church as by our contributions we assist those who are unable to help themselves." Asking his parishioners to pray for the success of the Appeal at Saint Timothy and throughout the diocese, the pastor writes, "Believe me, I am well aware that it isn't always easy to commit ourselves to an increased pledge or donation, but then again, love is never easy but always requires sacrifice. Our Lord Himself told us, 'Whatsoever you do for the least of my brothers and sisters, you do for Me.'"

In Exhibit 8B, the pastor uses a paragraph in his bulletin column to congratulate and thank his parishioners for their part in helping Saint Timothy Parish exceed their goal for the 2007 Catholic Charity Fund Appeal. The pastor also mentions that Saint Timothy participated in the Parish Share Program where all over goal money is returned to the parish (please refer to yellow highlighted section of Exhibit 6B below).

### **6A April 22, 2007**

Dear Parishioners,

First of all I wish to express my sincere thanks to our parishioners, to the Holy Name Society, and to everyone and anyone who graciously sent Spiritual Bouquets and cards of sympathy to me on the death of my uncle, Anthony Voccia. The number of people from St. Timothy's at his wake was wonderful, and beyond any expectation. Your expressions of care as well as your prayers and presence at his wake and Funeral Mass will always be gratefully remembered. May he rest in peace. Amen.

Last weekend Pauline Catanese kindly spoke to us about the beginning of the Catholic Charity Fund Appeal for 2007. The theme of the Appeal for this year reminds us that the Lord does and will continue to do great things through us. We are simply called upon to participate in the charitable works of the Church as by our contributions we assist those who are unable to help themselves. The goal for this year's drive is more than it was last year. So, it is all the more important that each one of us should prayerfully consider an increase in this year's contribution. Please see the figure indicating how much we have already received as well as the amount that we still need to attain. Believe me, I am well aware that it isn't always easy to commit ourselves to an increased pledge or donation, but then again, love is never easy but always requires sacrifice. Our Lord Himself told us, "Whatsoever you do for the least of my brothers and sisters, you do for Me." Whatever we contribute is our storing away of treasure in heaven. May the Giver of All that is good bless you for your generous contributions to this very important diocesan annual appeal. The patron saint this year is St. Lawrence, Deacon and martyr. St. Lawrence not only gave materially to the poor, he gave his very life for them on behalf of Christ. Please pray to him for the success of the Appeal at St. Timothy's and throughout our diocese.

Last Sunday we observed "Divine Mercy Sunday." The number of people in attendance was excellent as was the number who availed themselves of the Sacrament of Reconciliation. It was particularly beautiful to see the deep faith of our people when we celebrated Eucharistic Adoration and Benediction following the 11:15a.m. Mass. Just let me say that I know that St. Timothy's is a special place where the Faith is alive and deep, and daily is rewarded by God for the goodness and prayerfulness of its people. The intercession of the Holy Mother of God is always evident here, and where the Virgin Mary is, there is her Divine and Risen Son. Please pray to Our Blessed Lady for her intercession that St. Timothy's receive even greater graces from the Lord.

Until next time, I simply ask for your prayers even as I assure you of my prayers at Holy Mass and rosary every day. May the Peace of our Resurrected Lord be with you always!

In the Risen Christ,

Fr. Barry

### **6B July 1, 2007**

Dear Parishioners,

Well, although we're just approaching the Fourth of July the weather tells us that "the dog days" of summer are here. Today (I hope) will be the peak of it all. Last weekend we had some of the most beautiful weather, perfect for the blessing of our outdoor monument dedicated by Bishop Roque to the Cause of Respect for Life. The monument was donated to the parish by the men of St. Timothy's Holy Name Society, and on behalf of our parish family I thank them for their prayerful generosity.

Speaking of prayerful generosity, I once again offer my thanks to each and every person who contributed to the Catholic Charity Fund Appeal. As you see from the figures in this week's column, St. Timothy's has reached and exceeded the goal for this year. Just this past week we received more contributions for the Appeal. The diocese will return to the parish some of what is contributed based upon the amount in which we surpass the goal. In this way, every contribution actually is shared with our parish itself. So, to all of our generous and prayerful people, thank you, and God bless you for your kindness and support of our needy brothers and sisters who are served so well through the programs and services of the Catholic Charity Fund Appeal.

This week our lawn irrigation system has been working very nicely. The sprinklers come on at night, and each night a different section of the lawn is watered. So, while you may not have seen the sprinklers at work, I want you to know its all going along just fine. Hopefully we'll be seeing a noticeably greener lawn now and for many years to come. Work on the parking lots has just begun by filling in numerous cracks and pot holes, etc. Naturally, with our schedule of Masses, weddings, funerals, etc., this whole process has to be accomplished in segments according to what events we are celebrating. However, I'm very much looking forward to seeing it all completed soon. In the meantime, it would be appreciated by most of our parishioners if anyone who parks in the driveways, front or rear of the church, please discontinue this practice. It really makes these thoroughfares practically impassable. Thank you for your understanding and cooperation.

My congratulations and thanks to Julie Izbicki, Polly Venditti, Liz Proulx, and to all adults and children who have been conducting our Bible School. It has been going so well, and all the children (and adults) are really enjoying it. Once again I see how very blessed we are at St. Timothy's in every way, spiritually, socially, and materially. Thank you all!

Please remember to pray for our seminarian Christopher Feeney who is assigned to studies at Mt. St. Mary's Seminary in Emmitsburg, Maryland. Christopher is enrolled for this summer at the Institute for Priestly Formation in Omaha, Nebraska. He should be home for a brief vacation in August before returning to Emmitsburg. We look forward to seeing him (and to his assistance...yes, even during vacation!). The Gospel reading for this Sunday reminds us of the need to pray constantly for courageous faith among our young people to respond to and follow Jesus in religious vocations without reservation or hesitation.

Until next time, please pray for me as I do for you every day. Thank you

## **Follow-up**

Father Meehan sent a follow-up letter to all parishioners who had not made a gift to the Appeal approximately one month after the second In-Pew Weekend. In his letter, the pastor not only stresses the importance of achieving the dollar goal but also the participation goal. Father Meehan writes, “Each year, one of our goals is to offer all members of our parish the opportunity to participate. We hope that every family will make a gift to this worthwhile cause. It is only when we combine our gifts of talent and treasure that we can accomplish more to help each other.” Please refer to Exhibit 7 to review the pastor’s letter in its entirety.

The parish’s effort to increase the participation goal extends beyond a follow-up letter from the pastor. Specifically, a series of telephone calls were made by the chairpersons and the pastor to those parishioners who did not respond to previous solicitation attempts. According to the chairpersons, these follow-up telephone calls were very important in putting the parish over goal. The co-chair, Pauline Catanese, states, “We feel blessed to have made the goal – it wasn’t easy.”

### **Pastor’s Words of Wisdom: Saint Timothy Parish “Secret to Success”**

*“At the heart of the Appeal was prayer. For two weeks before the in-pew solicitation we began praying for the success of the upcoming drive. Our Chairpersons, Pauline and Sal Catatanese were kind and accepted this undertaking once again, and were amazing in the energy they expended during the weekends (two) of in-pew solicitation. Appeal envelopes were always available at the doors of the church. For my part, I simply asked the people to consider the meaning of sacrificial giving, and that true charity must always be sacrificial. The living of a faithful Catholic life must include sacrificial giving as our responsibility to the needy. Contributing to the Catholic Charity Fund Appeal is the best means which we have to make our contributions and to honestly do only the best that we can. I never stressed the goal figure as such, but spoke of our ongoing efforts and having opportunities to contribute to this diocesan campaign. Finally, in addition to in-pew solicitation and phone calls, I personally visited several of our Partners in Charity and others whom I thought might be more generous. This too went rather well. The very last step which we took was the general mailing to every registered family in the parish with a letter from me asking for their assistance. In this way we received some donations from people who otherwise would most likely not have contributed.”*

Rev. Barry M. Meehan

## **Exhibit 7: Pastor Follow-up Letter to Non In-Pew Respondents**

### **St. Timothy Church**

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**1799 Warwick Avenue, Warwick, RI 02889**

**739-9552**

**Fax 738-2466**

Dear Parishioner:

I am sending you this personal note to ask your help with our parish efforts for a successful 2007 Catholic Charity Fund Appeal. Your gift to the annual appeal supports programs and services which benefit you, your neighbors, and your parish.

Each year, one of our goals is to offer all members of our parish the opportunity to participate. We hope that every family will make a gift to this worthwhile cause. It is only when we combine our gifts of talent and treasure that we can accomplish more to help each other.

I ask that you consider a pledge to the 2007 Catholic Charity Fund Appeal. We have no way of knowing how much you can afford to give. Only you can answer that question. All we ask is that you reflect for a moment and prayerfully consider what your response will be. For your convenience, we have enclosed your pledge card. Please return it by mail to the rectory or simply place it in the collection basket next weekend.

On behalf of all those Rhode Islanders whose lives are made better because of your generosity, I thank you. May God bless you and your loved ones for your generosity.

Sincerely yours in Christ,

Rev. Barry M. Meehan  
Pastor

BMM/js

## **Parish Profile #3**

<b>Parish:</b>	Christ the King Parish
<b>Location:</b>	Kingston
<b>Telephone:</b>	783-7459
<b>Pastor:</b>	Rev. Joseph D. Creedon
<b>Number of Families:</b>	1,645
<b>2006 Ordinary Income:</b>	\$864,593
<b>2006 Catholic Charity Fund Appeal Goal</b>	\$180,000
<b>2006 Catholic Charity Fund Appeal Raised</b>	\$210,135
<b>2007 Catholic Charity Fund Appeal Goal:</b>	\$185,273
<b>2007 Catholic Charity Fund Appeal Raised:</b>	\$229,470
<b>Percentage of 2007 Goal</b>	123.86%
<b>Percentage of 2006 Raised</b>	109.20%
<b>Number of Donors</b>	788
<b>Percentage of Participation:</b>	48%
<b>Diocesan Average Percentage of Participation:</b>	30%
<b>2007 Catholic Charity Fund Appeal Chairpersons:</b>	Norbert and Barbara Berard

## **Preparation**

In early March, the co-chairpersons of the 2007 Catholic Charity Fund Appeal reviewed all material prepared by the Office of Stewardship & Development including the Leadership Resource Manual and Guide for the Lay Witness Presenter. Approximately two weeks before the parish's first In-pew weekend, the co-chairpersons had a meeting with the pastor to discuss the timetable in planning for the parish's Appeal effort.

## **Methodology**

One week prior to the first In-pew weekend, a general letter was mailed to all parishioners (please refer to Exhibit 8). A separate mailing was sent to all Bishop's Partnership in Charity prospects within the parish (please refer to Exhibit 9). In this letter, Father Creedon addresses his fellow Partners in Charity by stating that the "Drive supports some wonderful programs throughout our state," and adds, "Your past generosity has won you a place on the Bishop's Partnership in Charity list." During this period, another letter is also sent to those parishioners who have not made a donation to the Catholic Charity Fund Appeal within the last two years. An insert is included in this particular mailing (please refer to Exhibit 10 below).

### **Exhibit 10: Insert Included With Letter to Those Not Making a Gift For Two Years**

Last year our parish raised \$210,135. This total was contributed by 790 of our 1645 registered families. This year we are making a special appeal to the 890 families who, for whatever reason, were unable to give last year.

You know best what you are able to give. We would like to ask you to give something this year - \$5.00, \$10.00 or certainly more if that is possible.

**Remarkable Wonders Are Done Through You!**

Christ the King Parish conducts two consecutive In-pew weekends. Envelopes and pens are replenished after every Mass. After Communion, Father Creedon mentions how important the annual Catholic Charity Fund Appeal is and how generous donations impact the lives of those less fortunate. The pastor then introduces a member of the parish's Catholic Charity leadership team who then makes the following announcement in Exhibit 11 below to his/her fellow parishioners.

### **Exhibit 11: Script of Specific Announcements for In-Pew Solicitation**

**Good Morning / Evening, my name is \_\_\_\_\_. This is the 82<sup>nd</sup> year of the Catholic Charity Fund Appeal. This annual Appeal is the primary source of support for 39 diocesan agencies. No gift is too small or too large. Your gift helps the poor, the sick, the disabled, and families in crisis. In addition, your gift supports organizations such as the URI Catholic Center. We are striving to reach 70% parish participation.**

**Please distribute the envelopes and the pens at the ends of each pew. Begin by filling in Box A. Next complete Box B to make a pledge or Box C to make a one-time gift.**

**Upon leaving Mass, place your envelopes in the baskets at the doors of the church. Thank you for your generosity and patience during this Appeal.**

**Exhibit 8: General Pastor Letter to Parishioners**

April 12, 2007

Dear fellow parishioner,

This year marks the 82<sup>nd</sup> year of the Charity Drive; this year's theme is "**Remarkable Wonders are Done Through You**". Our goal is \$187,000 and we will begin the drive with our in-pew solicitation on the weekend of April 21 & 22.

Last year, we had several firsts. Our parish became the first parish ever to top the \$200,000 level of giving. We also had our personal high number of families (790) giving to the Charity Drive. This year it is our hope and our goal to improve on both of these historic achievements.

If possible, we hope that each family will improve on their already generous giving level. The most effective way to do this is to make a pledge and we ask that you thoughtfully consider making a pledge this year.

However you choose to give, please be good Stewards and give as generously as possible. The secret to success is to do the best you can and then some...

Sincerely,

(Rev.) Joseph Creedon  
Parish Priest

(Rev.) John Soares  
Catholic Center

Norbert & Barbara Berard  
Charity Drive Chairpersons

**Remarkable Wonders Are Done Through You!**

## **Exhibit 9: Pastor Letter to Bishop's Partnership in Charity Prospects**

April 16, 2007

Dear John & Kathy,

It is Charity Drive time once again. You have already received at least one mailing from Bishop Tobin because your past generosity has won you a place on the Bishop's Partners in Charity list. I know because I am on the same list.

Some people wonder why I am so dedicated to the Catholic Charity Drive. There are two reasons. First, the Charity Drive supports some wonderful programs throughout our state. Second, my father collected for the Charity Drive for 50 years and in 1994 received the Msgr. Thomas J. McKitchen Memorial Award for "distinguished and meritorious service on behalf of the Catholic Charity Fund Appeal". I like to think that I am carrying on the fine work he did for the Charity Drive.

In my father's day, the Charity Drive was a door-to-door collection. My father would set out on the appointed Sunday afternoon and call upon fifteen or so of our neighbors. Invariably, some of the neighbor's would ask, "What did I give last year?" and my father would consult his list. If they had given \$25 the previous year, my father would say they gave \$30 in the hopes of getting \$35 out of them for the current year. It was his way of encouraging increased giving. I hope God has forgiven him his exaggeration for a good cause. I'm sure He has.

You know what you gave last year and the Bishop has already asked you to increase your donation for the coming year. My father and I would really appreciate it if you are able to see your way clear to increasing your donation for the 2007 Charity Drive.

Sincerely,

(Rev.) Joseph Creedon

## **Follow-up**

At the conclusion of the two weekends of In-Pew solicitation, a reminder card is mailed to all parishioners who have yet to make a gift to the Catholic Charity Fund Appeal. Please refer to the front and back of the postcard reminder in Exhibit 12 below:

### **Exhibit 12: Follow-up Postcard Reminder**

#### **Front of Card**

CHRIST THE KING PARISH  
180 Old North Road  
Kingston, RI 02881

#### **Back of Card**

**“Remarkable Wonders Are Done Through You”**

**Catholic Charity Fund Appeal**



If your donation and this postcard have crossed paths in the mail,

**THANK YOU!**

If you have not yet made a pledge to the Charity Drive for 2007,  
please do so before June 17, 2007

Please make your check payable to Christ the King Parish  
and write CCFA on the memo line.

**WE NEED YOUR GIFT TO MAKE OUR GOAL!**

### **Pastor’s Words of Wisdom: Christ the King Parish “Secret to Success”**

*“The parish leadership team must be personally convinced of the importance of the Charity Drive for the life of the diocese. Without this conviction the parishioners will not participate at full capacity. The overall attitude of the parish must be, ‘Do the best you can and then some!’ Last year’s total is the starting point not the finish line. Letter’s from the parish leadership team and the chairpersons of the CCFA asking people to give generously is a must. The more people who pledge the more they will give. A one-time check for \$50.00 seems generous but ten monthly checks for \$5.00 does not seem generous. Weekly reports in the bulletin are essential. Each week someone needs to get up after Communion and thank those who have already given and encourage those who have not. A little humor goes a long way in this detail. Everyone can find an excuse for not giving. We need to give them reasons to give.”*

Rev. Joseph D. Creedon



**If you would like more information about conducting a successful  
Catholic Charity Fund Appeal in your parish,  
please call the Office of Stewardship & Development at 277-2121.**