

## 2023 Catholic Appeal Important Dates

<b>Parish Preparation</b>	
January 2023	Recruit or Renew Parish Volunteer Appeal Coordinator
	Sign up for a Catholic Appeal Training (in-person / on-line sessions)
<b>Pre-Launch</b>	
February 9	Letter from Cardinal Seán mailed to parishioners asking for their early support.
February 12	<b>Hang Posters and Add a Bulletin Announcement.</b> Ensure receipt of launch material: In-pew envelopes, bulletin Insert, Link to video etc.
	Recruit team to assist with Catholic Appeal parish launch.
February 19-20, 26-27	Add Bulletin Announcements asking for early support.
February 22	Ash Wednesday
<b>Launch your Campaign</b>	
<b>March 4-5</b>	<b>Announcement Weekend</b> Play video, Bulletin Insert, Witness talk
<b>March 11-12</b>	<b>COMMITMENT WEEKEND</b> Conduct in-pew presentation.
<b>March 18-19</b>	<b>FOLLOW UP WEEKEND:</b> For Pastors with multiple worship sites who would like to conduct the in-pew at each parish or in case of inclement weather.
<b>March 22</b>	<b>Pastor Email:</b> Pastors will be asked to forward a “ready to send” email to parish leaders, staff, volunteers, parishioners, and religious education families with a link to a short Catholic Appeal video.
<b>Post Launch</b>	
April 2-9	*Holy Week/Paschal Triduum/Easter
April 10	Letter 2 to prior donors
April 23-24	<i>Continue to add bulletin announcements to encourage, inform or thank parishioners.</i>
June 1	Letter 3 from <u>Pastor or Cardinal</u> mailed to parishioners who have not given yet.
<b>June 11-12</b>	<b>Mid Appeal Parish Campaign (for parishes below assessment)</b> In-pew envelopes, bulletin messages, Mass announcements to assist

<b>Closing your Appeal</b>	
August 10	Letter mailed to parishioners who have not given.
September 30	1 <sup>st</sup> Installment of Rebate calculated. Payment deposited early October
October 3	Review Donor list for unpaid Pledges. Add bulletin messaging encouraging parishioners to fulfil their pledge payments. Rebates are paid based on payments.
October 10	Final Catholic Appeal Letter mailed to lapsed parishioners.
October TBD	Catholic Appreciation Mass and Reception with Cardinal Sean
November 15	Cardinal Christmas Campaign Mailing
December 5	For Parishes below assessment, abatement request forms due to Chancellor
<b>Into the New Year</b>	
January 10, 2024	Tax receipt letters mailed to 2023 CA donors of \$250 or more.
January 31, 2024	2023 Catholic Appeal CLOSED.
February 2024	Final rebate distribution paid to qualifying parishes. Billbacks to parishes below assessment (March – June 2024)

All materials and parish resources can be found on our website:  
[www.bostoncatholicappeal.org/forparishes](http://www.bostoncatholicappeal.org/forparishes)

For questions email: [Catholic.Appeal@rcab.org](mailto:Catholic.Appeal@rcab.org)