



## CLERGY COMMUNICATIONS

100 East Eighth Street Cincinnati, Ohio 45202  
(To be filed in loose leaf binder and kept in parish archives)

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**Please be advised that the Offices of the Archdiocese of Cincinnati will be CLOSED August 1-5, 2016 so staff can attend the Evangelization Training Camp. The Offices will re-open Monday, August 8, 2016.**

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## DEPARTMENT OF EXECUTIVE SERVICES

### *CHANCERY OFFICE*

#### **PETER'S PENCE COLLECTION RESOURCE MATERIALS**

The Peter's Pence Collection took place the last weekend in June in all parishes. If you feel as though you need to change the amount of resource materials you did or did not receive, please contact Lisa Weber at [lweber@catholiccincinnati.org](mailto:lweber@catholiccincinnati.org) with your updated request. If you have additional questions, please feel free to contact Lisa at 513.421.3131x2842. Thank you.

#### **LETTERS OF SUITABILITY**

Generally, if a priest is traveling to another (arch)diocese to exercise ministry, a *Letter of Suitability* is required. If you need a *Letter of Suitability*, the Chancery Office kindly asks that you request it far enough in advance to allow us ample time to review records and prepare the letter. Thank you for your assistance.

### *COMMUNICATIONS OFFICE*

#### **DIRECTORY UPDATES**

Remember, our online parish directory needs help in keeping the listings current. Please go to [www.CatholicCincinnati.org](http://www.CatholicCincinnati.org) and check out your parish in the directory by clicking on the three horizontal lines at the top right of the home page, and then "Find a Parish." If you see any mistakes, outdated information or even what appear to be software errors, please send an e-mail to [Communications@CatholicCincinnati.org](mailto:Communications@CatholicCincinnati.org) with the subject line DIRECTORY.

### *OFFICE OF SAFE ENVIRONMENT FOR THE PROTECTION OF CHILDREN AND YOUTH*

#### **BACKGROUND CHECK / CHILD PROTECTION REQUIRMENTS**

All "employees" and "regular volunteers" as defined in the July 1, 2013 *Decree on Child Protection (Decree)* must receive an acceptable background check, and must attend a VIRTUS® Child Awareness Session on the *Decree* before they can have contact with children. **If any employee or regular volunteer has not received an acceptable background check result and**

**/or not attended a VIRTUS ® Child Awareness Session on the Decree, that employee or regular volunteer is not approved to have contact with children and may not have contact with children.** In addition, all new employees within the Archdiocese of Cincinnati must complete and sign a B.4 Form and send them to the Office of Safe Environment for Protection of Children and Youth before the new employee can begin having contact with children.

### **ANNUAL USCCB AUDIT CERTIFICATION LETTERS**

All pastors, parish administrators, principals and other leaders of Archdiocese of Cincinnati institutions will be receiving a letter asking them to certify that their institutions have received and implemented the Archdiocese *Decree on Child Protection* during the USCCB audit period and fiscal year July 1, 2015 to June 30, 2016. Please sign and **return those letters to Joe Riede via email: [jriede@catholiccincinnati.org](mailto:jriede@catholiccincinnati.org) or fax (513.421.6225).** The USCCB Auditors will review these signed letters during their live audit of the Archdiocese.

### **STEUBENVILLE CONFERENCES**

*Adult Chaperone Verification Forms* must be reviewed and signed by the Archdiocesan Safe Environment Coordinator. Chaperones' youth protection records will be reviewed to ensure they have completed VIRTUS training, have a current background check and are current on all monthly bulletins. Submit all applications three weeks prior to the conference date to ensure timely processing.

### **VIRTUS® ACCOUNTS CLEANUP**

The Safe Environment Office will be identifying individuals who are **significantly out of compliance** and will be inactivating their accounts on the following schedule.

Accounts created in 2014, but have not taken training, will be deleted in July. Additionally, all sign-in sheets from 2014 will be shredded in July.

- July - inactivating any individual with a background check over six years old
- August – inactivating any individual who is 15 or more behind on their bulletins
- September – inactivating any individual with a background check before January 1, 2011

### **PROCEDURE CHANGES**

In order to ensure the reliability and accuracy of the manual fingerprint background results, we are unable to accept fingerprint results from individuals. All fingerprint results must be received directly from the organization conducting the fingerprinting or in unopened envelopes from the organization.

We have made minor changes to the following procedures. The updated procedures were sent to all the Local Safe Environment Coordinators.

- Procedure A7 - decreased from 18 to nine when the Archdiocese will inactivate someone's account. **Remember that individuals cannot volunteer if they have three or more missing bulletins.**
- Procedure B1 - decreased the time period between training and obtaining a background check to three months. **Remember that individuals cannot volunteer unless they have a background check and VIRTUS training.**

## ***VOCATION OFFICE***

### **ELDER DISCERNMENT GROUP**

Starting this fall, the Vocation Office along with seminarian Jarred Kohn will be running an early morning discernment group at Elder High School for all men in 9th-12th grade attending Elder. All pastors who have men attending Elder are encouraged to send to the vocation office, no later than August 1, a list of young men from your parish who may be interested in this group.

### **NEW ORDINATION VIDEOS**

For the first time, the Catholic Telegraph and the Vocation Office have each created videos from this year's ordination. The Telegraph created two different videos, a trailer and a full length video of the Mass. They can be viewed at [www.thecatholictelegraph.com/category/vocations](http://www.thecatholictelegraph.com/category/vocations). The Vocation Office video, which includes brief descriptions about all parts of the ordination Mass, can be viewed at <http://www.cincinnati vocations.org/category/video/>. Please share these on your parish websites and social media outlets.

### **LOOKING FOR VISIT OPPORTUNITIES**

The Vocation Office is looking for weekday opportunities to come and speak to students in our parish religious education programs, Catholic high schools, and Catholic grade schools about discernment and vocations. Please contact Fr. Schmitmeyer to schedule these opportunities for the 2016-2017 school year.

### **ATTENTION ALL TEACHERS: VOCATION AWARENESS PACKETS AVAILABLE**

Each year, the Vocation Office makes available complete Vocation Awareness lesson plans for teachers of all grade levels, both in Catholic schools and PSR programs. These educational materials can be used anytime throughout the school year. All parishes and schools have access to those materials at <http://www.vocationlessons.com/> with access code: CinciVocations513. Please make a plan to view and use these materials in the 2016-17 school year.

### **VOCATION OFFICE WEBSITE**

As a reminder, the Vocation Office has its own website that is full of the most up-to-date information from our office. You can find a link to the website on the Archdiocesan website by clicking on the "Vocations" tab at the top of the website or you can go directly to our site: <http://www.cincinnati vocations.org/>

### **IMPORTANT DATES FOR 2016-2017 SCHOOL YEAR**

- ❖ Vocation Awareness Week: November 6-13, 2016
- ❖ World Day of Prayer for Consecrated Life: February 5, 2017
- ❖ National Catholic Sisters Week: March 5-11, 2017 (part of Women's History Month)
- ❖ Diaconate Ordination (Cathedral of St. Peter in Chains): Saturday, April 29, 2017
- ❖ World Day of Prayer for Vocations: May 7, 2017
- ❖ Priesthood Ordination: Saturday, May 20, 2017

## **DIACONATE OFFICE**

### **CATHOLIC REVIVE RALLY**

The packets for the Catholic Revive Rally on October 29 at the Cintas Center will be arriving at the parishes soon. They will include an 11x17 poster of the event along with five color flyers that can be copied. The tickets for the event are \$40 for general admission and \$50 for floor seating. We are asking the parishes in both the Archdiocese and the Diocese of Covington to commit to 20 tickets and for the smaller parishes, 10 tickets. For every 10 tickets bought by the parish, you will receive a free ticket. All clergy will receive a free general admission ticket to the event so that you may sit with your parishioners. The parish can sell the tickets if they wish or offer them to staff members of the parish as a way of saying thank you for their service. This is also a great opportunity to evangelize in your parish and invite people who are not involved in the life of the parish. This is going to be a great event and getting your parishioners and staff to attend will be of great benefit. More details about the event itself will be coming.

### **NDICE 2016 DRAWING**

Once again this year, we will be giving away four scholarships for the NDICE event in July. If you are interested in entering the drawing, please email Deacon Dave Profitt at [dprofitt@catholiccincinnati.org](mailto:dprofitt@catholiccincinnati.org) and he will enter your name into the drawing. The scholarship will include the cost of attending the event along with your wife's fee as well. Those from Dayton and North will also get their room and meal cost covered. Meals will be covered for the two Cincinnati winners. The dates are July 17 – 20. The theme this year is "Deacons: Building Bridges to the Kingdom of God." Some of the speakers will be Bishop Frank Caggiano, Rev. Gerald McGlone, SJ and Amy McEntee. It will be a great event as always. You can register online at [www.ndice.net](http://www.ndice.net). Make plans to attend.

### **DEACON CHANGES**

Deacons Mark Stasiak and Bob Basye have moved to Senior Status as deacons in the Archdiocese. Deacon Stasiak was ordained September 29, 2001 and served at St. Francis of Assisi Parish in Centerville. Deacon Basye was ordained April 24, 2010 and has been living in Florida where he serves at St. Timothy Parish. Thank you both for your service to the Archdiocese and to the people of God.

Deacon Conrad Kolis has been reassigned to St. Vivian and St. Bartholomew Parishes. Deacon Kolis was ordained September 26, 1998 and had been serving at St. James of the Valley. Thank you, Deacon Conrad, for your service at St. James and your continued commitment to the Archdiocese.

### **HOLY FAMILY PARISH SEEKING A DEACON**

Holy Family Parish in Cincinnati is seeking a deacon for the parish. The previous deacon exercised his sacramental ministry as he assisted with marriage prep and celebrations (there will be 15 weddings at Holy Family in 2016); baptized children; assisted with funerals by visiting funeral homes for the vigil of the deceased; celebrated Funeral Liturgy Outside of Mass, and committal services. He preached on a regular basis, and led the visitation ministry for those in nursing homes and the homebound. The responsibilities of a new deacon are negotiable and can be aligned to meet the situation of the deacon assigned and his wife. The previous deacon's wife

was able to assist with sacramental preparation for First Reconciliation, Eucharist and Confirmation. She also led the RCIA. If you are interested, please contact Father Len Wenke at the parish. The phone number is 513.921.7527. You can also contact the Deacon Office if you are interested.

## **DEPARTMENT OF FINANCIAL SERVICES**

### ***FINANCE AND ACCOUNTING OFFICE***

#### **DRIVING POLICY**

The Archdiocese of Cincinnati Driving Policy for employees of the Archdiocese and its affiliates covers the use and/or operation of vehicles while conducting Archdiocesan/affiliate business. The entire policy can be located on the Archdiocesan website at <http://www.catholiccincinnati.org/ministries-offices/human-resources-office/policies/>. Personal autos or personally rented vehicles should not be used for Archdiocesan purposes unless adequately insured by the owner. At least \$100,000 Bodily Injury Liability Coverage and \$300,000 Property Damage Liability Coverage is needed. When renting a vehicle for Archdiocesan purposes, the employee is required to purchase the insurance coverage offered by the rental agency. The liability coverage of the vehicle owner is primary. Archdiocesan coverage is secondary.

#### **FLEXIBLE SPENDING ACCOUNT UPDATE**

The new administrator for Flexible Spending Accounts (FSA) is Benefit Allocation Systems (BAS). BAS will be processing any FSA claims incurred on or after July 1, 2016. To learn more about the FSA benefit through BAS, navigate to <http://www.basusa.com/fsa-video-help>. Employees have until September 30, 2016 to claim funds through Chard Snyder for eligible expenses incurred prior to June 30, 2016. After all claims incurred prior to June 30, 2016 have been processed *healthcare* only FSA balances up to \$500 will be rolled over to the employee's 2016/2017 account with BAS.

#### **HOURS MEASUREMENT STILL REQUIRED BY THE AFFORDABLE CARE ACT (ACA)**

Thank you for your continued efforts to record hours for the Affordable Care Act (ACA) measurement period of April 1, 2016 through March 31, 2017. The ACA requires that employers measure hours during a 12-month measurement period to determine which employees have earned the right to be offered health insurance coverage during the next Stability Period July 1, 2016 – June 30, 2017. Each location is **required** to track and input hours worked for all employees in the Benefit Allocation System (BAS) MyEnroll portal. It is advantageous to handle the task of recording hours on a regular basis to avoid having to input all the information at the end of the measurement period. Detailed instructions for inputting hours in the BAS system are posted in the BAS Reference Library.

#### **ANNUAL FINANCIAL REPORT - PARISHSOFT**

All parishes and consolidated schools are required to submit an Annual Financial Report each year to the Finance Office. Please provide a copy of the following reports from the ParishSoft program for the fiscal year ended June 30, 2016:

- 1) Statement of Activities – Columnar by Entity
- 2) Statement of Financial Position
- 3) ParishSoft cover page (available on website under Finance Office Documents)

The Finance Office will utilize the Statement of Activities – Columnar by Entity report to calculate the General Assessment bill. **This year's due date is August 31, 2016.** Please close the year before submitting to the Pastor, Finance Committee and Archdiocese. Please note that it is the responsibility of the parishes and consolidated schools to submit complete and balanced reports. The Finance Office may return any report that is out-of-balance or incomplete. The Financial Report must be examined by either the Finance Committee of the Parish Council or by a Certified Public Accounting Firm. In addition to submitting a Financial Report to the Finance Office, the pastor must publish a Financial Report to the members of the parish, including a separate report of the elementary school operations, by September 30 of each year. The report to the parishioners should contain the budget for the year reported, the actual experience, and the budget for the coming year. Thank you for your cooperation in completing the Financial Report on a timely basis. Please contact Dan Umberg at 513.421.3131x2854 or Tom Twilling at 513.421.3131x2850 with any questions.

### **From the Desk of the Senior Auditor**

The Archdiocese of Cincinnati began financial reviews several years ago as a method to assist parishes and schools with their financial management. As we discussed, we will take the next couple of months describing why and how we conduct the financial reviews.

### **What Documents do you look at?**

Here are some examples. However, this is not a complete summary of all testing completed.

#### **Receipts:**

- We look at the weekly collection documentation to determine what controls are documented.
- Does the parish keep a posting to its donor records software that ties to known weekly collections by donor?
- Are receipts deposited intact?
- Are receipts posted to expense or liability accounts?
- We look at supporting documentation for tuition receipts.
- How are restricted contributions and interest on endowments being handled?

#### **Banking:**

- Does the location have a list of all bank accounts that use the location's tax ID number?
- Are all bank accounts included in the location's general ledger?
- Are all bank accounts included in the location's reporting to the Archdiocese and parishioners?
- Are all bank statements mailed to the Parish Office (or School Office) and a copy kept on file?
- Are all bank statements reconciled on a timely basis each month?
- Who reconciled the bank statements and who reviews the reconciliations?

- Do the bank reconciliations have outstanding journal entries or deposits older than one month?
- Do the bank reconciliations have outstanding checks older than one year?
- Are all bank transfers to other parish/school bank accounts?
- Is the location receiving interest on its account balances?

### Compliance:

- Are minutes kept for the Finance Council and Parish Council (School Advisory Council) meetings?
- Has the parish adopted a document detailing Council's roles and responsibilities in accordance with the *Document on Temporal Affairs*?
- Does Parish Council (School Advisory Council) review and recommend a budget to the Pastor (Principal)?
- Were Independent Contractor agreements obtained? Were Performance Contracts obtained? Were current certificates of worker's compensation and general liability insurance obtained?
- Were repairs and equipment purchases over \$5,000 reviewed by Parish Council (School Advisory Council) prior to purchase? Did projects over \$25,000 obtain proper Archdiocesan approvals?
- Are W-9's being obtained from vendors and are 1099's and W-2G's being issued properly?
- Do the bank balances exceed the average of three months of the accounts disbursements?

We hope that the information from the past few months helps locations better understand the review process.

## DEPARTMENT OF HUMAN RESOURCES

### DEPARTMENT OF LABOR FINAL OVERTIME RULE

On May 18, 2016, the Department of Labor (DOL) issued the long-anticipated final overtime rule. Here are the highlights of the final rule:

- **The annual salary threshold for exempt positions** will jump from \$23,660 to **\$47,476** (or from \$455 to **\$913** per week). That is more than double the old threshold. With the exception of teachers and the clergy, employees who earn less than the threshold must be paid for over 40 hours worked in a workweek at a rate not less than time and one-half their regular hourly pay rate—even if they're currently classified as a manager or professional.
- **There will be no change in the duties test** used to determine whether employees earning more than the salary threshold must be classified as non-exempt from overtime, including the exemptions for executive, administrative and professional positions, among others.
- **Automatic Salary Threshold Increases Every Three Years**, as the DOL reduced the frequency of the automatic increases from annual increases to every three years.
- **The new rule takes effect on December 1, 2016.**



Please use the above effective date as a timeline for implementing any needed changes to your exempt/non-exempt classifications.

**If you have not done so already, we recommend that you analyze the number of hours worked per week/month/year for each employee who is currently classified as exempt and whose salary is below \$47,476 per year. This analysis is necessary so that an accurate hourly rate can be established when the employee is converted to non-exempt status. In other words, the goal is to set an hourly rate that will, as closely as possible, result in the employee being paid the same yearly salary as he or she is currently paid. Please pay close attention to any overtime hours (i.e., hours over 40 per week) that the employee works, as these hours will need to be factored into the setting of the hourly rate. By way of example, an employee who regularly works five hours of overtime per week will require the setting of a lower hourly rate to offset the overtime premium of “time and a half” for each hour of overtime.**

If you need further assistance in this area, please contact Rob Reid at 513.421.3131x6611, [reid@catholiccincinnati.org](mailto:reid@catholiccincinnati.org) or Meg Paul at 513.421-3131x2841, [mpaul@catholiccincinnati.org](mailto:mpaul@catholiccincinnati.org) in the Department of Human Resources.

#### **SATISFACTION SURVEY**

We are extending the deadline for the Satisfaction Survey to July 15. If you haven't already done so, please take the time to fill out the survey and mail (100 E. Eighth St., Cincinnati, OH 45202) or fax (513.421.6225) the completed survey to the Department of Human Resources. To date we have received 60 surveys. You can access the survey by going to the Department of Human Resources website and clicking on the link.

#### **REDUCTION IN FORCE (RIF) OR TERMINATION**

If your parish or school has a Reduction in Force (RIF) or the need to terminate an employee, it is important that you supply the terminated employee the proper paperwork. When a RIF occurs, the Continuation of Coverage Letter and the Continuation of Coverage Rights should be given to the employee. These documents outline the options available in regard to continuation of health care coverage up to 12 months. To access the Continuation of Coverage Letter, please go to: <http://www.catholiccincinnati.org/wp-content/uploads/2015/06/Continuation-Coverage-Election-Notice2.pdf>. To access the Continuation of Coverage Rights document, go to: <http://www.catholiccincinnati.org/wp-content/uploads/2015/06/Continuation-Coverage-General-Notice-2016-2017.pdf>

When terminating an employee, the Department of Human Resources has a Discharge Letter posted on the website that can be used as a template to outline the reason for the termination, the effective date, and how the benefits are affected.

Please refer to this information in the event of a RIF or termination.



# DEPARTMENT OF PASTORAL SERVICES

## *FAMILY AND RESPECT LIFE OFFICE (FARLO)*

### **NATIONAL NATURAL FAMILY PLANNING WEEK, JULY 24-30, 2016**

**2016 National NFP Awareness Week** will be celebrated July 24-30. This year's slogan is: Natural Family Planning, Love, Mercy, Life, opening the heart of marriage. Resources can be found at <http://www.usccb.org/issues-and-action/marriage-and-family/natural-family-planning/awareness-week/index.cfm>.

### **GOLDEN JUBILEE**

The date for the 2016 Golden Jubilee 50th wedding anniversary Masses is August 27, 2016 at the Cathedral of St. Peter in Chains in Cincinnati and Our Lady of the Immaculate Conception Church in Dayton at the regularly scheduled 4:30 p.m. Masses. The date has been moved back due to numerous conflicts (graduations, ordinations, First Communion) in the spring. Archbishop Dennis M. Schnurr and Bishop Joseph R. Binzer will preside at each Mass. The Golden Jubilee Masses acknowledge couples celebrating their 50th wedding anniversary. For questions, please call the Family and Respect Life Office at 513.421.3131x2624 or email [farlocincinnati@catholiccincinnati.org](mailto:farlocincinnati@catholiccincinnati.org).

### **FOCCUS FACILITATOR TRAINING**

Now is the time to evaluate if your parish or pastoral region needs more FOCCUS Facilitators. You may also consider an enrichment opportunity for your current facilitators to brush up and learn new techniques. For more information or to arrange for training in English or Spanish, contact Bonnie Mack at [bmack@catholiccincinnati.org](mailto:bmack@catholiccincinnati.org) or 513.421.3131x 2653.

### **MINISTRY WITH FAMILIES**

Parents are key to passing on faith to children that is strong and rich in traditions. Contact Colleen Gerke at [cgerke@catholiccincinnati.org](mailto:cgerke@catholiccincinnati.org) or 513.421.3131x 2624 if your parish, school or pastoral region would like to plan an in-service in ministering with families, using a family perspective that goes beyond inviting parents to events to understanding how what we do impacts the lives of families and how the lives of families can impact our ministry.

### **CHRIST AT THE CENTER: FAMILY AND HOME**

The latest Home Edition of CATC is included with this mailing. If you need a copy, you may also find it on the Office of Evangelization and Catechesis page, scrolling down to the "Christ at the Center" icon <http://www.catholiccincinnati.org/ministries-offices/evangelization-and-catechesis/>.

## ***PRIESTLY FORMATION OFFICE***

### **LOOKING TOWARD THE FALL**

- **Parish Administration Workshop:** The Parish Administration Workshop will have a new format this year, with the majority of speakers from the Central Offices of the Archdiocese. It is scheduled for Thursday, September 29, at the Bainbridge K of C Hall in Dayton. Look for the flyer in late August.
- The **one-day Convocation for Priests** of 2016 is scheduled for Wednesday, October 5, 2016 at Incarnation Parish, Centerville.
- **Fall Retreat for Priests:** There is a change of venue for the Fall Retreat for Priests this year. It will be at the **St. Anne Retreat Center in Melbourne, Kentucky** from **October 10 – 14, 2016**. This retreat will also have a slightly new format. We intend to have only one retreat conference per day (in addition to Morning Prayer, Mass, and Evening Prayer). We are hoping that this new format will be attractive to priests of the Archdiocese who would like to make a group retreat but have more time for private prayer and rest.
- **The Gospel Workshop** will be on the Gospel of Matthew on Wednesday, November 9 (Cincinnati) and Thursday, November 10 (Dayton). Dr. Edward Sri, of the Augustine Institute, is this year's presenter.

### **LOOKING TOWARD THE MORE DISTANT FUTURE**

- The **multi-day Convocation for Priests** (next year) has been scheduled for **June 19 - 22, 2017**. It will take place at the Embassy Suites Hotel, Dublin, Ohio.

## ***WORSHIP OFFICE***

### **FEAST OF MARY MAGDALENE**

In June, the Congregation for Divine Worship and the Sacraments announced that Pope Francis raised the liturgical calendar rank of St. Mary Magdalene from an obligatory memorial to a feast. Archbishop Roche, secretary of the CDWS, wrote that Pope Francis sees the change in the liturgical rank of Mary Magdalene, the “Apostle of the Apostles,” as one way for the Church to “reflect more deeply on the dignity of women, the new evangelization and the greatness of the mystery of divine mercy.” The rank of “feast” is like that of the Apostles. Therefore, on July 22, the liturgy for the Feast of St. Mary Magdalene will include a Gloria, along with a proper preface entitled *de apostolorum apostola* (Apostle of the Apostles). Once an approved English translation is available, then it is to be used. Other liturgical texts for Mary Magdalene already provided in the liturgical books are to be used.

### **ORDER OF CELEBRATING MATRIMONY**

The new *Order of Celebrating Matrimony* will be available in late August and may be used in the liturgy beginning September 8, 2016. Its mandatory use will begin on December 30, 2016. The Priestly Formation Office, the Office of the Diaconate, the Family and Respect Life Office,

and the Worship Office are preparing for diocesan workshops in late summer or early fall. Information will be available soon.

### **JUBILEE YEAR OF MERCY**

If your parish is hosting an event for the Jubilee of Mercy and would like to extend an invitation for others to participate, please send your publicity materials and we will post it on the Year of Mercy webpage. On Friday, October 21, a “Day of Mercy” will be held at Precious Blood Church in Dayton from 8:30 a.m. – 6:30 p.m., with the Sacrament of Reconciliation available until 6:00 p.m. (this Day of Mercy was rescheduled from July 1). For more information, visit: <http://www.catholiccincinnati.org/wp-content/uploads/2016/06/Precious-Blood-Dayton-Day-of-Mercy-October-21.pdf>.

For additional resources for the Jubilee Year of Mercy, parishioners and staff can go to: <http://www.catholiccincinnati.org/jubilee-of-mercy/>.

### **LIGHT IS ON FOR YOU**

The date will be the **Tuesday after the Second Sunday of Lent, March 14, 2017.**

### **ANNUAL LITURGICAL NOTES CALENDAR**

The liturgical notes calendar will be posted on the Worship Office website in July. It will be included with the next edition of Clergy Communications.

### **ANNUAL CALENDAR OF EVENTS**

The Worship Office annual calendar of events will be published soon and posted on the Worship Office website.

### **LECTOR WORKBOOKS AND SOURCEBOOKS**

The Worship Office is taking orders for the LTP *2017 Lector Workbooks* and *Sourcebooks for Sundays, Seasons, and Weekdays 2017*.

*A Workbook of Lectors and Gospel Readers 2017* (Lector Workbooks)

1-49 copies \$ 10.50 per copy\*

50 + copies \$ 10.00 per copy\*

*Sourcebook for Sundays, Seasons, and Weekdays 2017* (Sourcebooks)

Single copy \$ 11.50 per copy\*

2 + copies \$ 10.50 per copy\*

\* plus shipping and handling

To see other annual publications please visit our web site:

[2017 Annual Publications for order](#)

To order publications, please contact Kathy Schmidt in the Worship Office of the Archdiocese at 513.421.3131x 6609 or by email at [kschmidt@catholiccincinnati.org](mailto:kschmidt@catholiccincinnati.org).

### **ARE YOU RECEIVING THE WORSHIP OFFICE E-NEWS?**

If you have not signed up for the Worship Office newsletter, you can do so by going to <http://www.catholiccincinnati.org/ministries-offices/worship/join-our-email-newsletter/>.

## ***MISSION OFFICE***

### **IS YOUR PARISH IN A TWINNING RELATIONSHIP?**

If you are, please notify the Mission Office so we can list you in the October issue of the Catholic Telegraph. Please contact Teresa Phillips in the Mission Office at [tphillips@catholiccincinnati.org](mailto:tphillips@catholiccincinnati.org) or phone 513.421.3131x 2632.

### **YOUR KINDNESS TO THE MISSIONARY CO-OP PLAN (MCP) REPRESENTATIVES IS MUCH APPRECIATED**

Please remember that once the donations are collected at your parish for MCP, they need to be sent promptly and addressed to the **Mission Office, Archdiocese of Cincinnati, 100 E. Eighth St., Cincinnati, Ohio, 45202**. Please do *not* send these collections to the Chancery or the missionary organization. Please send the collections to the Mission Office so they can be properly recorded for Vatican records. Any questions or problems? Contact our MCP Coordinator, Melonise Knight at [mknight@catholiccincinnati.org](mailto:mknight@catholiccincinnati.org) or phone 513.421.3131x2631.

### **HAVE YOUR PARISHIONERS JOIN US FOR THE NEXT MISSION SOJOURNERS CELEBRATION FOR THE YEAR OF MERCY**

St. Leo Parish, located at 2573 St. Leo Place in Cincinnati, invites you on July 9 to its 4:00 p.m. Saturday evening Mass to experience a beautiful mix of Anglo, Burundian, and Latino Catholics for its Year of Mercy Mass. The food court opens at 2:00 p.m. and after Mass there will be even more food and music. (Please copy this announcement into your bulletin.)

### **PLEASE INVITE PARISHIONERS TO THE NATIONAL MISSION CONFERENCE IN CINCINNATI, OCTOBER 28-30, 2016**

Help us celebrate the many faces/ministries of mission and solidarity of our universal church. In collaboration with your local Mission Office, the United States Catholic Mission Association (USCMA) is holding its annual conference in Cincinnati the weekend of October 28-30. The USCMA wishes to attract and honor not just long-term missionaries but also those involved in **immersion/mission trips, short term mission ministry, and parish/school twinning relationships**. We'll celebrate our cultural diversities and endeavors for liberation at the National Underground Railroad Freedom Center. At Xavier University we'll dialogue and learn from each other's efforts of mission and local/global solidarity. Join us for the entire conference or choose the one-day option! We will be joined by missionaries of all stripes from all over the world. See the Church as she is meant to be seen! Universal! For more information, contact: Dr. Mike Gable, Mission Office, [mgable@catholiccincinnati.org](mailto:mgable@catholiccincinnati.org) or phone 513.421.3131.2630. Subsidies are available. (Please copy this announcement into your bulletin.)

### **DOES YOUR PARISH OR SCHOOL ORGANIZE OR LEAD ANY TRIPS? THEN PLEASE SEND REPRESENTATIVES TO IMMERSION TRIP SUMMIT ON NOVEMBER 12, 2016**

Attention parish/school staff and volunteers who plan or lead immersion/service trips with youth, high school and college campus ministers, service coordinators, parish twinning leaders, and other trip planners: Join us and get the most current information from the Archdiocese of Cincinnati directors of Risk Management, Mission, Youth & Young Adult Ministry and Finance on insurance/liability coverage issues as a parish/school, an individual and an Archdiocesan group, child protection and safety considerations for youth AND adults, etc. PLUS... Share

best/worst practices with your colleagues on the theology of immersion trips! For further information, contact Teresa Phillips in the Mission Office at [tphillips@catholiccincinnati.org](mailto:tphillips@catholiccincinnati.org) or phone 513.421.3131x2632.

### ***OFFICE OF YOUTH & YOUNG ADULT MINISTRY (OYYAM)***

Important: There is far more information on youth and young adult opportunities on our website than we are able to include here. Visit our websites:

- Young Adult Ministry: <http://www.catholiccincinnati.org/ministries-offices/young-adult/>
- Youth Ministry: <http://www.catholiccincinnati.org/ministries-offices/youth-ministry/>

### ***MIDDLE SCHOOL & JUNIOR HIGH MINISTRY***

#### **FALL CHOSEN–BECOMING HEROES OF GOD’S MERCY for 6-8 GRADERS**

The dynamic duo of music, comedy and inspiration, POPPLE, will be heading up the program at CHOSEN on the evening of **November 5, 2016 at Roger Bacon High School**. Build it into your confirmation program, bring your religion class, send your athletics teams and scouting troops. A special parent track is part of the program. Now’s the time to put it on your fall schedule and plan to bring your middle school, junior high youth and their parents.

### ***SUMMER OPPORTUNITIES FOR YOUTH***

#### **ABIDE: Forming Missionary Disciples, July 20-24, Mount St. Joseph University**

Encounter Cincinnati, Ruah Woods and the Office of the New Evangelization are offering the Abide Forming Intentional Disciples Conference this summer from July 20-24 at Mount St. Joseph University. Visit <http://www.abidecinci.com/>.

### ***SUMMER & FALL OPPORTUNITIES FOR YOUTH MINISTRY LEADERS***

#### **YOUTH MINISTRY BOOT (AND RE-BOOT!) CAMP, AUGUST 23-25**

This year we’re launching something new and pretty exciting, what we’re calling a “Boot Camp” for youth ministry leaders who have been in their roles for three or fewer years. With the three days of Boot Camp our goals are threefold: on Day One, get started on the right foot immersed in prayer and community with other youth ministers; on Day Two, dive into the best available thinking about where youth ministry is headed, best practices, a solid vision for the future; and on Day Three, get practical with a one-to three-year plan. If you’re a more seasoned youth minister and could use a “re-boot” you’re welcome too! Location: St. Susanna Parish in Mason, OH. Cost: \$35.00. For more information and registration, please visit <http://www.catholiccincinnati.org/ministries-offices/youth-ministry/adult-training/boot-camp/>.

#### **YOUTH MINISTRY ENRICHMENT DAY WITH DR. BOB RICE, 9:00 a.m. – 3:30 p.m., OCTOBER 11, 2016**

Bob is returning to the Archdiocese to present all that he’s discovered in his doctoral studies on youth ministry: where we’ve been, where we’re headed, dead-ends, fresh opportunities, and most importantly, where to go from here. For more information and registration go to <http://www.catholiccincinnati.org/ministries-offices/youth-ministry/adult-training/rtv2016/>.

## **SERVICE/IMMERSION TRIP SUMMIT**

Attention parish/school staff and volunteers who plan or lead immersion/service trips with youth, HS and college campus ministers, service coordinators, parish twinning leaders and other trip planners: Mark your calendars for **November 12, 2016, 9:00 a.m.-1:00 p.m.**, and join us to get the most current information from Archdiocesan directors of Risk Management, Mission, Youth & Young Adult Ministry and Finance on insurance/liability coverage issues, considerations on child protection and safety for youth AND adults, etc. PLUS... share best/worst practices. For further information, contact Teresa Phillips in the Mission Office at [tphillips@catholiccincinnati.org](mailto:tphillips@catholiccincinnati.org) or phone 513.421.3131x2632.

## **YOUNG ADULT MINISTRY**

### **2016 OHIO YOUNG ADULT SUMMER INSTITUTE, Eagle Eye Ministries, August 6-14 at The Holy Spirit Center**

The retreat begins on Saturday, August 6, with two days of hiking and camping, then on to Our Lady of the Holy Spirit Center in Norwood through Sunday, August 14. Here we will focus on the theme: "*Justice: The First and Necessary Step to Mercy.*" Along with prayer, Adoration, recreation and quiet time as part of the daily schedule, we will be led in Philosophy and Theology classes by religious from the Community of St. John. For details and registration, go to <http://www.eagleeyeministries.org/ohio-eesi>.

### **CRS ONE ON THE JOURNEY SOLIDARITY PRAYER WALK**

Contact Monica Sellers at [msellers@catholiccincinnati.org](mailto:msellers@catholiccincinnati.org) to schedule the Catholic Relief Services' *One on the Journey* Solidarity Prayer Walk. We can provide the 20-inch by 30-inch canvasses, easels and accompanying prayer books at no cost to parishes or schools that wish to use the display and solidarity prayer walk.

## **OFFICE OF EVANGELIZATION AND CATECHESIS**

**FORMED**<sup>®</sup> SAVE THE DATE!!! The Office of Evangelization and Catechesis, in conjunction with the producers of FORMED, is planning a *Diocesan FORMED Evangelization Conference* for late summer. The conference is designed to help parishes subscribed to FORMED to most effectively implement FORMED in their parish. It will attempt to provide relevant and practical training to help parish leaders be successful in reaching the hearts and minds of modern men and women through their specific parish ministries. This is for all parish and school-based religion teachers, DRE's, CRE's, Catechetical leaders, Coordinators, Youth Ministers, Marriage Coordinators, Baptismal Coordinators, and volunteers simply interested in learning more. Learn to make FORMED a fruitful experience in your parish! The Diocesan FORMED Evangelization Conference will be facilitated by experts from the Augustine Institute with years of experience in parish and diocesan work as well as hands-on experience creating FORMED and helping parishes across the country implement FORMED.

UPCOMING DATES:	(Please know that you only need to attend one session.)
Wednesday, August 17, 2016	8:30 a.m. – 4:30 p.m. Place: Receptions North, Fairfield
Thursday, August 18, 2016	8:30 a.m. – 4:30 p.m. Place: Piqua Country Club

## **THE 41<sup>ST</sup> ANNUAL NORTHERN AREA RELIGIOUS EDUCATION CONGRESS**

This event will be held on Saturday morning, September 17. This year's topics will be centered on the upcoming theme for Catechetical Sunday – *Prayer: The Faith Prayed*. Our keynote speaker will be Dr. Timone Davis, who is on her way to tenure as Assistant Professor of Pastoral Theology at Loyola University in Chicago. She has dynamic energy and a deep spirituality, and we look forward to experiencing prayer with her. Please ask your catechetical leaders to watch for registration details to come.

## **CHRIST AT THE CENTER...**

The infusion bulletin for Ordinary Time, July 3, 2016 – August 21, 2016, is included with this mailing. The Spanish version is also included with this mailing.

## **OFFICE OF THE NEW EVANGELIZATION**

### **ABIDE: FORMING MISSIONARY DISCIPLES**

#### **JULY 20-24, 2016 at MOUNT ST. JOSEPH UNIVERSITY**

This event is for incoming sophomores through graduating senior high school students. ABIDE 2016 will feature: dynamic keynote talks, interactive breakout and small group sessions, numerous opportunities for prayer and the sacraments, ministry day in the city, and a week-long opportunity to meet other teens who are ready to deepen their relationship with Christ and the Church. Abide's mission is simple: "Form and commission teen missionary disciples to root their lives in Christ through His Church, and to share this joy that has been given to us with others." Please visit [www.abidecinci.com](http://www.abidecinci.com) to find out more.

### **"ADORATION MUSIC PRAISE" YOUTH EVENT**

#### **AUGUST 6, 2016 at TRANSFIGURATION CENTER FOR SPIRITUAL RENEWAL (LANGE ESTATE) NEAR WEST MILTON, OHIO**

Youth are often called the foundation for the future, but why wait for the future when hearing His voice call to them is so critically important now? "The Awakening" on August 6 will feature speakers, Mass, Adoration, dinner and a concert, to awaken (or re-awaken) the faith of our youth. The event, at the Lange Estate, is 20 minutes north of Dayton, Ohio; the cost is only \$20. Please spread the word to all youth ministry staff at your parish, and encourage support for this event with attendance and prayers. Co-hosted by Transfiguration and St. Patrick parishes. More details and registration are available at <http://www.adorationmusicpraise.com/>.

### **CIVILIZE IT 2016: DIGNITY BEYOND THE DEBATE**

**Join the Movement!** It's not about winning the debate. It is about witnessing the love that is at the heart of our faith.

We invite you to take the **Civilize It Pledge** at <http://www.civilizeit.us/> and to encourage others to do so as well. Check out our webpage for resources, and Memes to share on your parish social media accounts.

Visit our [new Civilize It Tool Kit Page](http://www.catholiccincinnati.org/civilize-it-16-tool-kit/) for all the resources you need to launch a successful parish, group, or organization campaign: <http://www.catholiccincinnati.org/civilize-it-16-tool-kit/>.



We have Civilize It car magnets and yard signs that are free for parishes to use and distribute. Contact Sean Ater to arrange pick up.

### **ARE YOU READY TO BUILD A CONTAGIOUSLY CATHOLIC PARISH?**

The Archdiocese of Cincinnati Office of the New Evangelization, in partnership with the Evangelical Catholic, is offering a unique service to parishes committed to becoming completely mission-oriented.

### **Contagiously Catholic Parish Alliance**

A Contagiously Catholic Parish Alliance is a partnership between the parish and the Archdiocese of Cincinnati Office of the New Evangelization. With the help of the Evangelical Catholic, we will mentor you to be equipped to implement a strategic process of evangelization.

### **What makes the Contagiously Catholic Parish Alliance Different?**

- This is not about implementing a new program, or giving you a plug and play manual for evangelization. This is about equipping parish leadership with the vision, the skills, and the motivation to create a culture for evangelization.
- We are not offering an easy solution or easy answers. Successful Parish Alliances will find themselves hard at work! This will change the way your staff works and how you use parish resources. We promise that it will get messy because evangelization is messy.
- A Parish Alliance is a major investment of time and resources from the Office of the New Evangelization. Instead of trying to do everything for everybody we have made a strategic decision to work very hard with a few parishes at a time. In the long run, we know that this will be the best use of our time.

### **What will this cost us?**

The cost for the Parish Alliance is being paid through the annual Catholic Ministries Appeal and is therefore free to parishes. A Parish Alliance will require a significant commitment of time, energy, and personnel. We can only work with a select number of parishes at this time, so it will be very important that parishes are prepared and informed.

### **Who else is doing this?**

1. St. Maximilian Kolbe Parish, Liberty Township
2. Our Lady of Grace Parish, Dayton
3. Queen of Martyrs Parish, Dayton
4. Coldwater Cluster Parishes, Coldwater
5. St. Cecilia Parish, Cincinnati

If you are interested, please contact Sean Ater at [sater@catholiccincinnati.org](mailto:sater@catholiccincinnati.org). For more information go to [www.contagiouslycatholic.com/evangelization-training/parish-alliance/](http://www.contagiouslycatholic.com/evangelization-training/parish-alliance/).

### **FOCUS SHARE**

Within the Archdiocese of Cincinnati, Archbishop Schnurr has granted permission for FOCUS Share – a parish-based evangelization effort connected with FOCUS (Fellowship of Catholic University Students). The goal of FOCUS Share is to offer a message of hope and tell the story

of missionary activity with the Catholic faithful – stories of conversions, vocations, and the ways in which the Holy Spirit is changing the lives of young men and women on campuses across the United States. **There is no financial request or second collection**; instead the FOCUS priest comes to share good news, gather prayer intentions, and offer free evangelization resources.

Please consider inviting FOCUS to your parish for a weekend of your choice – they will send a Roman Catholic priest in good standing to cover Masses and Confessions and will handle all visit logistics and paperwork within the archdiocese. If you need to take a weekend away or would like to bring this program to your parish, please contact Sarah Harris who is available to answer questions and assist in scheduling at [sarah.harris@focus.org](mailto:sarah.harris@focus.org) or 303.630.1888, or visit [www.focus.org/share](http://www.focus.org/share).

St. John Paul II charges us to “never, ever give up on hope, never doubt, never tire, and never become discouraged.” Join us as we embrace his charge and as we **spread a message of hope**.

Watch the FOCUS Share video including a local priest who has participated in FOCUS Share <https://youtu.be/DktqK4hx1Eo>

### **NEW EVANGELIZATION REFLECTION**

The New Evangelization has been described as being new in ardor, new in methods, and new in expression. Consider having Sean Ater facilitate a conversation with your parish leaders on how your parish will respond to the call for a new evangelization. The format of this reflection is flexible but will lead participants to consider new methods and expressions for evangelization.

The goal of this reflection is to inspire a new ardor for evangelization for those in parish ministry. This reflection would be appropriate for parish staff, Pastoral Council, Evangelization Committees, or other key parish leaders. Contact Sean Ater at [sater@catholiccincinnati.org](mailto:sater@catholiccincinnati.org).

### **WEB RESOURCES FOR THE NEW EVANGELIZATION**

[www.ContagiouslyCatholic.com](http://www.ContagiouslyCatholic.com) This webpage will offer ways for pastors, parish leadership, and parishioners to become informed and equipped as Missionary Disciples. The site will highlight resources, workshops, blogs, and events sponsored by the Office of the New Evangelization and partner offices and organizations working to build a culture of witness in the Archdiocese of Cincinnati.

[www.Stirintoflame.org](http://www.Stirintoflame.org) This is an outreach webpage sponsored by the Archdiocese of Cincinnati and managed jointly by the Office of Evangelization & Catechesis and the Office of the New Evangelization. This webpage is a resource for reaching those who are curious about the Catholic faith or are open to growing in their Catholic faith.

# DEPARTMENT OF COMMUNITY SERVICES

## *CATHOLIC CHARITIES OF SOUTHWESTERN OHIO*

### **REFUGEE RESETTLEMENT PARISH LIAISON**

Catholic Charities is looking for individuals who would be willing to organize a parish to sponsor the furnishing of one complete household for a newly arriving refugee family. This liaison would work to organize this act of mercy in welcoming the stranger. The liaison would organize a group from the parish to collect, gather, and deliver all items needed for a two to three bedroom home for a new family. Are you being called to organize and provide a comfortable home for those starting out with nothing? Contact Scott Stephens, Director of Parish Outreach, at 513.672.3714 or email [sstephens@ccswoh.org](mailto:sstephens@ccswoh.org) for more information.

### **VOLUNTEER OPPORTUNITIES FOR MOBILE FOOD PANTRY**

Catholic Charities is reaching out to those in rural counties that have high poverty and hunger rates. We set up a “pop up pantry” in various locations each month in **Highland, Clinton, Brown, Clermont and Adams County**. Join a group of joyful volunteers for part of a day by helping unload and distribute food to the hungry. Volunteers arrive at 9:30 a.m. for instructions and unpacking, distribute food to customers from 11:00 a.m. – 1:00 p.m. and then clean up. If you would like to be a part of this work of mercy just once or once a month, call Jackie Bouvette at 513.672.3720 to get locations and dates. You can also email her at [jbouvette@ccswoh.org](mailto:jbouvette@ccswoh.org).

### **CATHOLIC CHARITIES CELEBRATES 100 YEARS OF SERVICE**

Join Catholic Charities for its Centennial Celebration honoring 100 Champions of Mercy from across the community. The Awards Dinner will be held on Saturday, October 1 at the Cintas Center on Xavier University's campus. The evening begins with a basket raffle preview at 6:00 p.m. and cocktails followed by dinner at 7:00 p.m. Reserve your seat by September 1 by going to [www.ccswoh.org/centennial](http://www.ccswoh.org/centennial).

## *CATHOLIC SOCIAL ACTION OFFICE*

### **BISHOP BINZER TO CELEBRATE RURAL-URBAN MASS**

Catholic Rural Life of St. Marys and Sidney Deaneries will host the Rural Urban Mass Thursday, July 27, at 7:00 p.m. at Keith and Evelyn Vian's farm, 7390 State Route 118, Celina. Vian family members, Ken & Cathy Vian, Bill Vian, Harold Vian, Gerald & Lori Vian, are also hosting the Mass. Bishop Joseph Binzer will preside. Priests in the two deaneries are encouraged to concelebrate. Immaculate Conception and St. Teresa parishioners are hosting a reception after the Mass. Catholic Century Farm Families will be recognized as part of the Rural Urban Mass. Catholic Rural Life of St. Marys and Sidney Deaneries coordinate the Mass. For more information, please contact [csadayton@catholiccincinnati.org](mailto:csadayton@catholiccincinnati.org) or 937.224.3026 x5018.

### **KNOW MERCY AND SHOW MERCY: GATHER AND SEND**

Thirty parishes across the Archdiocese have made a special commitment to become more intentionally “mission-oriented.” Through the support of Archdiocesan offices and [JustFaith Ministries](http://www.justfaithministries.org) – [www.justfaith.org](http://www.justfaith.org), these parishes aim to advance a more solid understanding of

Catholic Social Teaching (“gathering”) as well as ministries of service, respect life and social justice through which parishioners can live out the corporal and spiritual works of mercy (“sending”).

Gather and Send leaders will be gathering again on August 13 at Our Lady of Sorrows Church to share local and national best practices and to envision how we continue our efforts after the Jubilee Year of Mercy formally ends. To check out what some of our Gather and Send parishes have been up to, visit <http://www.catholiccincinnati.org/ministries-offices/worship/year-of-mercy/gather-and-send/>.

## **DEPARTMENT OF STEWARDSHIP**

### **CATHOLIC MINISTRIES APPEAL (CMA) NEWS**

*Sharing Blessings, Changing Lives*

As of June 20, just over \$4.7 million has been pledged towards this year’s \$5 million goal for the CMA. Although just short of the goal, this is still a positive year for the CMA given that the appeal occurred on the heels of the *One Faith, One Hope, One Love* campaign. The active marketing phase for this year’s CMA is drawing to a close, but we’re still hopeful that we will reach \$5 million in pledges in the coming months. Gifts to the CMA can be made anytime throughout the year.

### **CATHOLIC MASSES OF THANKSGIVING**

Three Masses of Thanksgiving will be celebrated during this summer. The dates, times, and locations of the Masses are listed below:

- Sunday, July 31 – St. Remy Parish, Russia, 11:00 a.m. (Bishop Binzer)
- Sunday, August 21 – Mary Help of Christians Parish, Fairborn, 11:15 a.m. (Bishop Binzer)
- Sunday, August 26 – St. Bartholomew Parish, Cincinnati, 11:15 a.m. (Archbishop Schnurr)

All are welcome to attend these Masses as we celebrate and give thanks for the support of this year’s appeal and the six regional ministries funded by the CMA!

### **CMA STATISTICS & PARISH PROGRESS**

Totals for this year’s CMA, including parish progress, continue to be available at [www.CatholicAppeal.info](http://www.CatholicAppeal.info) under the “Info for Parish Staff” link – **the password to access this section is: cma2007.**

### **LOOKING AHEAD TO THE 2017 CMA – KEY APPEAL WEEKENDS**

**Announcement Weekend** – January 21-22, 2017

**Commitment Weekend** – February 4-5, 2017

*Please Note:* There will be a weekend in between Announcement and Commitment Weekends to allow for Catholic Schools Week celebrations in parishes, which begin on Sunday, January 29, 2017.

## **MISCELLANEOUS**

### **HOLY HOUR FOR VOCATIONS TO THE PRIESTHOOD**

**Sunday, July 10, 2016 from 5:00 p.m. – 6:00 p.m.** at the Chapel of St. Gregory the Great at Mount St. Mary's Seminary, located on the Athenaeum campus in Cincinnati at 6616 Beechmont Avenue. Support the Holy Hour for vocations to the priesthood at Mount St. Mary's Seminary. Research shows that prayer plays a critical role in a man's decision to become a priest. And where you find growing seminaries – you also find steadfast prayer by the faithful. **What can YOU do to promote the priesthood? Pray!** Phone: 513.231.2223 or visit our website at [www.athenaeum.edu](http://www.athenaeum.edu).

### **HYMNALS NEEDED**

If you are upgrading to the new *Lead Me, Guide Me* hymnals. Holy Name Parish in Mt. Auburn, is looking for any donations of the first copies of *Lead Me, Guide Me* hymnals, Copyright 1987, G.I.A. Publications, Inc. Please contact Fr. William Ollendick, O.F.M., Parochial Administrator, at 513.641-2257x130. Thank you.

**Please submit articles for the August *Clergy Communications* before July 19, 2016.  
Thank You.**

*Clergy Communications* is a monthly publication of the Archdiocese of Cincinnati at 100 East Eighth Street, Cincinnati, OH 45202 - Chancery Office. Tel: **513.421.3131x2842**. Fax: **513.421.6225**.  
Website: [www.CatholicCincinnati.org](http://www.CatholicCincinnati.org). Email: [Communications@CatholicCincinnati.org](mailto:Communications@CatholicCincinnati.org)

## BULLETIN ANNOUNCEMENT SHEET

**MINISTRY TO SURVIVORS OF ABUSE (REPORTING)** - The Archdiocese of Cincinnati regards child abuse in all its forms as a serious matter. If you are or have been abused by an employee or volunteer of the Archdiocese, or are aware of abuse currently taking place, please contact Ms. Cherie Groman, Coordinator of Ministry to Survivors of Abuse, at 513.263.6623, or 1.800.686.2724x6623. **This is a confidential, dedicated line to accept calls related to child abuse by employees or volunteers.** In addition, be sure to notify the survivor's secular legal authorities.

**REPORTING FINANCIAL MISCONDUCT** - In a spirit of good stewardship, the Archdiocese of Cincinnati has instituted a financial misconduct hotline to allow employees, volunteers, vendors and other interested parties to report what they believe to be financial misconduct at any level – parish, deanery or Archdiocese. As an additional safeguard, the hotline is administered by an independent third-party company, EthicsPoint. You may report a concern on this hotline either by calling one of EthicsPoint's trained specialists at 1.888.389.0381 or by visiting the website [www.ethicspoint.com](http://www.ethicspoint.com). There is also a link on the Archdiocesan website, [www.CatholicCincinnati.org](http://www.CatholicCincinnati.org), under Ministries and Offices > Finance Office > "To Report Financial Misconduct." (on menu on left-hand side of page) > "File a Report" (at top of page).

**ELDER HIGH SCHOOL DISCERNMENT GROUP** - Starting this fall, the Vocation Office, with the help of seminarian Jarred Kohn, will be running an early morning discernment group once a week at Elder High School. This group is open to any student in grades 9-12 who is interested in seeking God's plan for his life. Each meeting will consist of prayer and discussion on a topic that will help the participant discern more clearly his vocation. All interested men are asked to contact their pastor or Wayne Topp in the Vocation Office at 513.421.3131x2891 or [wtopp@catholiccincinnati.org](mailto:wtopp@catholiccincinnati.org).

**JULY 8-9, 2016: JUNIOR HIGH VOCATION RETREAT** - On Friday and Saturday, July 8-9, 2016, Our Lady of the Holy Spirit Center is hosting a junior high vocation retreat for young men in grades 6-8. "Cast Out Into the Deep" offers young men an opportunity to learn more about various male vocations in the church, pray in adoration and Holy Mass and meet other young men who are exploring their call. There will also be time for recreation and relaxation. Those interested are asked to contact Anne at [anne@olhsc.org](mailto:anne@olhsc.org) or 513.351.9800x302. You can also register at <http://www.olhsc.org/>.

**JULY 15-17: GLENMARY MISSION TRIP** - Starting at Glenmary's Headquarters in Fairfield, Ohio. Visit with Glenmary priests and brothers. Share in community prayer and reflection. Meet other men 18-46 who are discerning their call. Contact us at 513.881.7411 or <http://www.glenmary.org/vocationinfo/>.

**JULY 17: COFFEE AND CONVERSATION** - On Sunday July 17, join the Franciscan Sisters of the Poor for their 10:00 a.m. Mass followed by Coffee & Conversation and a small art display at St. Clare Chapel, 60 Compton Rd., Cincinnati, Ohio 45215. Paintings done by our sisters will be available for a nominal donation. All are welcome! [Ruthy75@gmail.com](mailto:Ruthy75@gmail.com) or 513.761.9040 x132.

**JULY 24-27: COME AND SEE SISTERS OF NOTRE DAME DE NAMUR** - Woman between the ages of 18 and 50 discerning a call to religious life? You are invited to be part of a gathering in Cincinnati to experience the charism of the Sisters of Notre Dame de Namur. Meet many of our Sisters, visit local communities and ministries, learn about our worldwide mission and come to know our founder, St. Julie Billiart. Please contact Sister Kristin Matthes at [matthes@sndden.org](mailto:matthes@sndden.org) or 240.863.1916 by July 17 to sign up.

**CATHOLIC REVIVE RALLY** - Mark your calendars and save the date for the Catholic Revive Cincy Rally coming to the Cintas Center on October 29 from 9:00 a.m. to 2:00 p.m. Four of America's leading Catholic speakers will be leading a day of renewal and revival of our Catholic Faith. The speakers include John Michael Talbot, Jeff Cavins, Curtis Martin and Fr. Larry Richards. Go to our website at [www.catholicrevivecincy.com](http://www.catholicrevivecincy.com) for more details and ticket information.

**BISHOP BINZER TO CELEBRATE RURAL-URBAN MASS** - Catholic Rural Life of St. Marys and Sidney Deaneries will host the Rural Urban Mass Thursday, July 27, at 7:00 p.m. at Keith and Evelyn Vian's farm, 7390 State Route 118, Celina. Vian family members, Ken & Cathy Vian, Bill Vian, Harold Vian, Gerald & Lori Vian, are also hosting the Mass. Bishop Joseph Binzer will preside. Priests in the two deaneries are encouraged to concelebrate. Immaculate Conception and St. Teresa parishioners are hosting a reception after the Mass. Catholic Century Farm Families will be recognized as part of the Rural Urban Mass. Catholic Rural Life of St. Marys and Sidney Deaneries coordinate the Mass. For more information contact [csadayton@catholiccincinnati.org](mailto:csadayton@catholiccincinnati.org) or 937.224.3026x5018.

#### **CARE FOR CREATION SAMPLE BULLETIN ANNOUNCEMENTS**

*The Archdiocese Climate Change Task Force is providing sample bulletin announcements once a month that include a sample prayer/reflection, quote from the Holy See, and energy-saving/care for creation tip. Please feel free to use these as appropriate.*

##### *Prayer/Reflection:*

Gracious Father, You make the rain fall and the sun shine. Bless our crops and tillers of the soil during this sowing season as we strive to feed Your children and care for Your creation. Amen.

##### *Quote from the Holy See:*

“The climate is a common good, belonging to all and meant for all. At the global level, it is a complex system linked to many of the essential conditions for human life.”

- Pope Francis, *Laudato Si'*, no.139

##### *Caring for Creation Tip:*

As we recognize the one-year anniversary of Pope Francis' encyclical, *Laudato Si'*, please sign up for news and advocacy resources from the Catholic Climate Covenant, a ministry sponsored by the U.S. Conference of Catholic Bishops. Visit [www.catholicclimatecovenant.org](http://www.catholicclimatecovenant.org)

**HOLY HOUR FOR VOCATIONS TO THE PRIESTHOOD - Sunday, July 10, 2016 from 5:00 p.m. – 6:00 p.m.** at the Chapel of St. Gregory the Great at Mount St. Mary's Seminary, located on the Athenaeum campus in Cincinnati at 6616 Beechmont Avenue. Support the Holy Hour for vocations to the priesthood at Mount St. Mary's Seminary. Research shows that prayer



plays a critical role in a man's decision to become a priest. And where you find growing seminaries – you also find steadfast prayer by the faithful. **What can YOU do to promote the priesthood? Pray!** Phone: 513.231.2223 or visit our website at [www.athenaeum.edu](http://www.athenaeum.edu).

#### **CINCINNATI DEANERIES:**

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