



Join Us at the JSC for a
Day of Your "OWN"

December 9th
January 6th
February 3rd
March 3rd

"Hope Does Not Disappoint." Romans 5:5

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CLERGY COMMUNICATIONS

100 E Eighth Street Cincinnati, OH 45202

Clergy Communications is a monthly publication of the Archdiocese of Cincinnati

ACTION REQUIRED

OHIO MINIMUM WAGE INCREASE

Ohio's minimum wage is scheduled to increase to \$10.70 beginning January 1, 2025. The state constitution requires Ohio to raise the minimum wage each year based on the rate of inflation from a 12-month span. The state minimum wage is tied to the Consumer Price Index (CPI-W) for urban wage earners and clerical workers over the 12-month period prior to September. The CPI-W index increased by 2.4 % over the 12-month period from Sept. 1, 2023, to Aug. 31, 2024. This means the state's current minimum wage of \$10.45 will jump to \$10.70 an hour.

For questions about the minimum wage increase, contact [Rob Reid](#) 513.263.6611 or [Emily Niehaus](#) 513.263.3352.

HOLY COMMUNION & WORSHIP OF THE EUCHARISTIC MYSTERY OUTSIDE MASS

Use of the new ritual book *Holy Communion and Worship of the Eucharistic Mystery outside Mass* is obligatory effective December 1, 2024; no other English translation of the rite may be used from that date forward. Of note, the proper ritual for distributing Holy Communion outside of Mass (a so-called "Communion service") is found in Chapter 1 of the new ritual book. Guidelines for scheduling such liturgical celebrations in the absence of a priest are found on the [ODWS website](#). In short, a "Communion service" should not take place on Sunday except in truly emergency circumstances, and only on weekdays when Mass is not celebrated in a given church. Even in that case, the faithful should be encouraged to participate in Mass at another church within the Family of Parishes or another church nearby. Please [contact the ODWS](#) with any questions or concerns.

MAIL IN WORLD MISSION SUNDAY COLLECTION & ENVELOPES

Please mail your Mission Sunday donations AND your parishioners' envelopes and/or names as soon as possible to: **Mission Office, Archdiocese of Cincinnati, 100 E. 8th St., Cincinnati, OH 45202.**

Please indicate **which year** those funds were collected, 2023 or 2024. New Missionary Co-op Plan (MCP) selections are made in January 2025 and we wish to not confuse these collections with last year's donations. Thank you so much for your hospitality and generosity to these visiting missionaries as many serve in very difficult mission situations.

Any questions or comments on either of these collections? Contact [Melonise Knight](#) (513.263.6681).

OPTIONAL

ADVENT DAY OF REFLECTION FOR PRIESTS

The Advent Day of Reflection is scheduled for **Tuesday, December 10, 2024** at the Transfiguration Center, Ludlow Falls. Reverend Paul Hrezo, Spiritual Director for the Pontifical College Josephinum, will be the presenter. To register, contact [Sarah Frohmiller](#) (513.263.6651).

PRIESTS' SPRING RETREAT 2025 – SAVE THE DATE

February 17-21, 2025 at the Spiritual Center of Maria Stein, Maria Stein, OH. Reverend Tom McQuillen will be the presenter. A registration form will be mailed out in early January.

PREPARING UPCOMING LITURGIES (ADVENT, CHRISTMASTIDE, WORLD DAY OF PEACE, AND SUNDAY OF THE WORD OF GOD)

You'll find [resources on the ODWS website](#) to assist you in preparing for the seasons of Advent and Christmastide (including sample texts, chant notation, penance services, etc.) in both English and Spanish. You'll also find resources to help you prepare for the World Day of Prayer for Peace (January 1) and the Sunday of the Word of God (January 26).

CATHOLIC RELIEF SERVICES REP TO VISIT THE ARCHDIOCESE

The Catholic Social Action Office will host **Tom Hollywood**, a Catholic Relief Services (CRS) subject matter expert with a wealth of experience, during the **first week of February 2025**. Tom has worked extensively on social justice and humanitarian issues in numerous countries in South America and Africa.

We are in the preliminary planning stage for Tom's visit which coincides with the 50th anniversary of CRS Rice Bowl. Tom is open to sharing his expertise with varied audiences in locations throughout the archdiocese. If your community is interested in a presentation by Tom, please contact [Jillian Foster](#) (513.263.4124).

CRS RICE BOWL – ORDER MATERIALS

It's the 50th anniversary of CRS Rice Bowl! The time has come to prepare for Lent with Catholic Relief Services. You can **order free materials** by visiting www.crsricebowl.org, clicking the "Resources" tab, and selecting "Order Free Materials". If you do nothing, you will receive the same order that you received last year. For more information, please contact [Jillian Foster](#) (513.263.4124).

CRS PROMOTERS WORKSHOP

For all long-time and new promoters, Catholic Relief Services is hosting a workshop on **Wednesday, January 22, 2025 at 7:00 p.m.** to look at best practices, amazing stories, and the impact of CRS Rice Bowl. Feel free to take a look at the interest form: 50th Anniversary CRS Rice Bowl Promoters / <https://tinyurl.com/CRSpromoters2025>. Please reach out to [Jillian Foster](#) (513.263.4124) for more information.

CONSIDER LAY MISSIONARY MINISTRY

There are dozens of Catholic lay missionary programs seeking volunteers ages 17-75 for short or long term service in the U.S. or overseas. For more information, contact Mission Office director Dr. [Mike Gable](#). And check out: www.catholicvolunteernetwork.org/begin/.

INITIATE WEBINARS

Join fellow clergy, initiation team members, Directors of Evangelization and Worship, and others who work with those becoming Catholic for a series of online gatherings on different aspects of Christian initiation for parish ministry leaders. Each will feature formation, discussion, and a chance to share best practices. Topics will include the year-round catechumenate, the new National Statutes on the Catechumenate, and marriage issues and potential catechumens. Each webinar will be held on a scheduled weekday from 1:30-2:30 p.m. [Learn more and sign up here](#).

FOR YOUR INFORMATION

PERMISSION FOR ALIENATING PROPERTY

The Code of Canon Law requires that the permission of the diocesan bishop be obtained for alienation of the stable patrimony of a public juridic person when the value of such exceeds \$25,000. Such permission can only be granted with the consent of the Archdiocesan Finance Council and of the College of Consultors of the Presbyteral Council (see [canons 1291-1294](#)). **Consent of these bodies is sought only at regularly scheduled meetings. In order for an item to be included on the agenda for consideration, the necessary materials must be sent to the Chancellor no later than three weeks prior to the date of the meeting.** The Archdiocesan Finance Council will meet on February 26, 2025 and May 28, 2025. The Presbyteral Council will meet on February 3, 2025; March 24, 2025; and May 5, 2025. Please contact Fr. Jason Williams (chancellor@catholicaoc.org or 513.263.3342) early when considering selling a property so as to know how best to proceed.

The outline of the procedure for alienation of property, including the required documentation, can be found at this link: <https://pathway.catholicaoc.org/modification-of-parishes/alienation/>.

AVAILABLE TO PREACH AT YOUR PARISH AND/OR SCHOOL

Fr. Michael Willig wants to preach on vocations in as many parishes and schools as possible each year. Father will take a normal Sunday Mass schedule and any confession times you regularly offer on the weekends. Call or email [Fr. Michael Willig](#) (513.263.3390) to set up a weekend.

ARE YOUR PARISHIONERS PLANNING MISSION TRIPS? REDUCE THE POTENTIAL HAZZARDS

Attention pastors, principals, parish/school staff and volunteers! As well as those who plan or lead mission, immersion, or service trips with youth, high school and college campus ministers, service coordinators, parish twinning leaders and other trip planners.

Please check out these rules, guidelines, and travel trips that deal with insurance/liability coverage, religious motivations, child protection and safety considerations for youth AND adults. Please go to the archdiocesan Risk Management Office at: <https://resources.catholicaoc.org/offices/finance/risk-management/insurance-coverages#Trips>

If you need subsidies for mission or parish twinning trips, contact: [Dr. Mike Gable](#), Director of the Mission Office.

ONBOARDING

If you have hired a new business manager or other employee with human resources responsibilities, please notify [Rob Reid](#) (513.263.6611) and he will be happy to come to your location and provide an archdiocesan HR orientation and onboarding. The HR topics covered would include: HR Website Navigation, FMLA and Leaves of Absence, Policies and Procedures, Hiring Issues, Harassment and Discrimination, Termination, HR Best Practices.

Likewise, if you have hired or appointed someone to have overall responsibility for Communications for your Family of Parishes, please notify [Jennifer Schack](#) (513.263.6618) so that Jennifer can provide that person with an overview of the resources and collaboration opportunities available.

CMA 2025 – KEY WEEKENDS FOR THE APPEAL

- **Announcement Weekend:** January 18 & 19, 2025
 - Archbishop Schnurr audio homily played at Mass
- **Commitment Weekend:** February 1 & 2, 2025
 - CMA envelopes distributed and/or placed in pews at Mass

CMA 2025 KICKOFF RALLY & PIZZA PARTY

As in previous years, the 2025 Catholic Ministries Appeal (CMA) will be launching at the end of January. To help share the resources for the 2025 CMA, a series of Pizza Party Kickoff Events are being held for parish staff and key volunteers across the archdiocese in early January.

- **Tuesday, January 7** – St. John the Evangelist, West Chester
- **Wednesday, January 8** – St. Francis of Assisi, Centerville
- **Thursday, January 9** – Holy Redeemer, New Bremen
- **Friday, January 10** – Archdiocese Pastoral Center (Downtown Cincinnati)

The FUN begins at 11:30 a.m. and will end by 1:00 p.m. All parish staff and CMA volunteers are welcome! RSVP at <https://catholicaoc.org/2025pizzaparty>.

CONFLICT OF INTEREST DISCLOSURE STATEMENT

Just a reminder that the Conflict of Interest Disclosure Statements are due by December 1, 2024. Each year, responsible individuals who hold decision making or policy setting positions or who purchase equipment, supplies, or other goods, must sign the form. All Disclosure Statements must be kept in a confidential file (at your location) under lock and key. [Click here](#) for the Conflict of Interest Disclosure Statement. If you have any questions regarding this reminder, please contact [Rob Reid](#) (513.263.6611).

CATHOLIC EDUCATION FOUNDATION SGO PROGRAM

DONORS MAY BE ELIGIBLE FOR AN OHIO TAX CREDIT

The Catholic Education Foundation for the Archdiocese of Cincinnati (CEF) is certified by Ohio as a scholarship-granting organization (SGO). Ohio taxpayers who donate to SGOs may be able to claim a dollar-for-dollar, non-refundable tax credit on their state income tax return for up to \$750 per donor (up to \$1,500 if married and filing jointly). **Donations to the CEF-SGO can be designated to benefit a specific school(s).** Learn more at CatholicBestChoice.org/SGO.

Reminder, when promoting this program, please encourage families to consult their tax advisor to see if this is right for them.

If you need help promoting the program or if you have questions, please contact [David Kissell](#) (513.263.3381).

CATHOLIC SCHOOLS OFFICE

Catholic Schools Week is quickly approaching! We will be celebrating with Catholic schools across the United States during Catholic Schools Week (January 26-February 1, 2025). The NCEA theme this year is **United in Faith and Community!** Daily themes for Catholic Schools Week can be found here: [Catholic Schools Week \(ncea.org\)](https://www.ncea.org).

Catholic schools benefit all year long from the religious guidance, prayers and support parishes provide. Many parishes join in the National Catholic Schools Week celebration by devoting a Mass to Catholic education. Schools start the week by inviting parishioners and community members to parish-centered events and school open houses that feature their outstanding academic programs, religious education, and service opportunities.

Catholic Schools Week Masses: We are planning three large Masses for Catholic Schools Week. Each of these Masses will include student representatives from area Catholic schools. All priests and religious are welcome to attend. The Masses are:

Cincinnati: Tuesday, January 28, 2025, at the Cathedral Basilica of St. Peter in Chains
325 W. Eighth St., Cincinnati, Ohio 45202.
Archbishop Schnurr will celebrate. Pre-Mass procession begins at 9:40 a.m.
Please arrive by 9:30 a.m.

Dayton Region: Wednesday, January 29, 2025, at Ascension Catholic Church
2025 Woodman Dr., Kettering, Ohio 45420.
Archbishop Schnurr will celebrate. Please arrive by 9:40 a.m.

Northern Region: February 27, 2025, at Holy Angels Catholic Church
119 E. Water St., Sidney, Ohio 45365.
Archbishop Schnurr will celebrate. Please arrive by 9:40 a.m.

If you are a priest and wish to concelebrate, please [RSVP HERE](#) by January 17, 2025.

Archbishop Schnurr's Broadcast: Archbishop Schnurr will be conducting his annual broadcast to the Catholic High Schools on Monday, January 27 at 9:30 a.m. During the broadcast, Archbishop Schnurr will respond via teleconference to questions asked by students across the archdiocese. This broadcast is intended for all high school students to view, with representative students from each school asking questions.

JUBILEE YEAR 2025

The Archdiocese of Cincinnati has launched a web page with information for the Jubilee Year 2025. Visit <https://catholicaoc.org/jubilee-2025> to learn about the Church's celebration of an Ordinary Jubilee every 25 years, obtaining the Jubilee Indulgence, pilgrimage sites within the archdiocese, and a special pilgrimage to Italy in October 2025. All are invited to join Archbishop Schnurr for Mass on Sunday, December 29, 4:00 p.m. at the Cathedral Basilica of St. Peter in Chains to open the Jubilee Year in communion with dioceses throughout the world.

Please utilize the Bulletin Entry on page 7.

FREQUENTLY ASKED QUESTIONS REGARDING THE GIRL SCOUTS

Archbishop Schnurr's [letter of October 28](#) announcing the discontinuance of parishes' partnerships with the Girl Scouts has naturally generated questions. The answers to many of these questions can be found at <https://catholicaoc.org/girl-scouts>. We will be adding new FAQs as necessary, so please be sure to check back from time-to-time. Please note the most recently-added FAQ:

What types of support will continue at parishes and schools for Catholic girls who are Girl Scouts?

Engaging and nurturing Catholic girls/young women in their faith and in the life of the Church remain priorities of every parish in the Archdiocese of Cincinnati. The conclusion of the partnership between the archdiocese and the Girl Scouts in no way diminishes the importance of this. With the agreement of your pastor or principal, as appropriate, a parish may support activities such as:

- Approval and recognition of Catholic Awards
- Access to parish space and resources (e.g. taking a church tour) required to earn Catholic Awards
- Organization of, or participation in, parish service projects
- Recognition/blessing at Mass for noteworthy accomplishments
- Access to any faith formation events and resources offered by parish Youth Ministry

If you learn of additional questions we should address on this web page, please send them along to [Mike Schafer](#) (513.263.6626). Thank you.

BULLETIN ENTRIES

THANKS FOR YOUR WORLD MISSION SUNDAY DONATION TO THE PONTIFICAL MISSION SOCIETIES - Your generosity allows God's love to become real! In war-torn areas of the Middle east, Eastern Europe, and Sudan Africa, local representatives of the Pontifical Mission Societies are supplied with many forms of aid to God's people in these devastated areas. Your Advent sacrifices would also support thousands of catechists, religious sisters, priests, churches, schools, seminaries, orphanages, and clinics in 1,100 mission dioceses in Africa and Asia.

Please add to your Christmas gift list: www.givecentral.org/pontificalmissionsocieties.

THE RETIREMENT FUND FOR THE RELIGIOUS (RFR) - The RFR supports elderly Catholic sisters, brothers, and religious order priests who lack sufficient financial resources for their retirement and healthcare needs. Your donation makes a significant impact.

In 2023, parishioners from the Archdiocese of Cincinnati contributed \$524,000, directly benefiting four local communities. Overall, congregations with a presence here received a total of \$592,139 in support last year.

As we prepare for this year's collection, please join us in honoring these dedicated women and men by contributing generously to their well-deserved care December 7 and 8. Questions? Contact Maria Reinagel, Director, Office of Consecrated Life, at 513.263.6683 or mreinagel@catholicaoc.org.

PARENTING EDUCATION CLASSES - Feeling overwhelmed, alone or like everything you've tried doesn't work? Need encouragement or support in learning new ways of relating to your children?

Call Catholic Charities Southwestern Ohio for information on our six-week Parenting Education Class that is offered every Monday (excluding holidays) via Zoom. Contact Patsy Bolden for more information at 513.867.7072 or pbolden@ccswoh.org.

ITEMS AND VOLUNTEERS NEEDED TO ASSIST LOCAL REFUGEES - Catholic Charities Southwestern Ohio is welcoming many new arrivals in the Cincinnati area, for whom we set up housing. Donations of household items and gently used furniture (especially living room and dining room) are greatly appreciated. We particularly need linens, large stock pots and umbrella strollers. If you have items you would like to donate, please call us at 513.241.7745 or email furniture@ccswoh.org. Please note that we rely on volunteers for furniture moving, so we cannot guarantee immediate pick-up. If you would like to be one of those volunteers, please contact Tonicia Green at tgreen@ccswoh.org or 513.672.3836. We also have an Amazon wishlist: https://www.amazon.com/hz/wishlist/ls/3MFOBKDB2UB/ref=nav_wishlist_lists_2.

FOOD FOR ALL - Nutritious, affordable food is not readily available to every person in the Archdiocese of Cincinnati. Hunger exists in our communities. Catholic Charities Southwestern Ohio travels to where hunger is located in Adams, Brown, Clermont, Clinton, and Highland Counties. Interested in reducing hunger and food insecurity, volunteering at a mobile pantry or learning more about hunger in our area? Contact April Hoak, Food for All coordinator at ahoak@ccswoh.org or 513.672.3720.

JUBILEE YEAR 2025 - The Archdiocese of Cincinnati has launched a web page with information for the Jubilee Year 2025. Visit <https://catholicaoc.org/jubilee-2025> to learn about the Church's celebration of an Ordinary Jubilee every 25 years, obtaining the Jubilee Indulgence, pilgrimage sites within the archdiocese, and a special pilgrimage to Italy in October 2025. All are invited to join Archbishop Schnurr for Mass on Sunday, December 29, 4:00 p.m. at the Cathedral Basilica of St. Peter in Chains to open the Jubilee Year in communion with dioceses throughout the world.

MEN INQUIRING ABOUT THE PERMANENT DIACONATE - Any man who may be discerning a possible vocation to serve the Church as a Permanent Deacon should contact Deacon Mark Machuga, Director of the Office of the Diaconate, to discuss the discernment process, prerequisites and the formation cycle. Deacon Mark can be reached at 513.263.6641 or deaconoffice@catholicaoc.org.

MINISTRY TO SURVIVORS OF ABUSE (REPORTING) - The Archdiocese of Cincinnati regards child abuse in all its forms as gravely sinful and criminal. Anyone who knows of or suspects child abuse by a legitimate member of the clergy or hierarchy, employee, or volunteer of the archdiocese should first report the abuse to the appropriate secular legal authority and then to Ms. Teresa Maley, Coordinator of Ministry to Survivors of Abuse of the Archdiocese, at 513.263.6623 or 1.800.686.2724 ext. 6623.

IGNATIAN RETREATS

“Hope Does Not
Disappoint.” Romans 5:5

Through prayer and meditations based on the Spiritual Exercises of St. Ignatius of Loyola, we can feel that “hope” more deeply in our daily lives.

Upcoming Retreats

January 3-5, 2025 | Men’s Retreat with Deacon Mark Duffey

January 10-12, 2025 | Men’s & Women’s Retreat with Eileen Wieck

January 17-19, 2025 | Men’s Retreat with Fr. John Predmore, SJ

January 24-26, 2025 | Men’s Retreat with Fr. Mitch Pacwa, SJ

January 31- February 1, 2025 | Men’s St. X Alumni with Dave Eby & Mike Marchal

February 7-9, 2025 | Men’s Retreat with Fr. Paul Macke, SJ

February 14-16, 2025 | Men’s Retreat with Fr. David Watson, SJ

March 7-9, 2025 | Men’s Retreat with Fr. Michael Graham, SJ



The Jesuit Spiritual
Center offers
Catholic retreat
experiences
modeled on
the *Spiritual
Exercises* &
rooted in
scripture.



5361 S. Milford Rd
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Visit our website at
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or call Mary Ellen at
513.248.3500, ext.10