



## 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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# DEPARTMENT OF EXECUTIVE SERVICES

## *CHANCERY OFFICE*

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

This will be the last chance to change the amount of resource materials you **did or did not** receive for the **Peter's Pence** collection, which was held the last weekend of June. Please contact Linda Heidi at [lheidi@catholiccincinnati.org](mailto:lheidi@catholiccincinnati.org) with your updated request. If you have additional questions, please feel free to contact Linda at 513.421.3131x2842. Thank you.

### **CENTRAL OFFICE EMPLOYEES' PHONE EXTENSIONS**

Included with this mailing is a revised listing of the Central Office employees' phone extensions list. To ensure that your incoming calls are handled as efficiently and expeditiously as can be, it is encouraged to know the appropriate party's extension when calling.

## *VOCATIONS OFFICE*

### **AUGUST 5: SEMINARIAN ULTIMATE FRISBEE TOUR**

On Wednesday, August 5 from 6:00 - 9:00 p.m., seminarians from the Archdiocese of Cincinnati will continue their 4<sup>th</sup> annual Ultimate Frisbee Tour at St. Theresa of the Infant Jesus Church in Covington, Ohio. The event will include Evening Prayer, Frisbee and dinner. All young people aged 14+ are invited to join in the fun!

### **AUGUST 13 AND SEPTEMBER 10:**

#### **CHOSEN: MONTHLY HOLY HOUR FOR VOCATIONS**

Monthly Holy Hour with prayerful music for those discerning a Vocation or praying for Vocations - Thursdays, August 13 and September 10 beginning at 8:00 p.m. at Our Lady of the Holy Spirit Center in Norwood Ohio. Sponsored by the Archdiocesan Vocations Office and Children of Mary. Come and bring a friend!

### **SEPTEMBER 30: ANDREW DINNER AT ST. REMY CHURCH**

Our Fall Andrew Dinners will begin at St. Remy Church in Russia, Ohio from 5:30 - 8:00 p.m. on Wednesday, September 30. All pastors are encouraged to reach out to high school aged men who, they believe, may have a priestly vocation. Contact the vocation office to RSVP.

### **NATIONAL VOCATION AWARENESS WEEK**

- **November 1-7, 2015** – The Vocation Office will be purchasing resources for your use in parishes and schools.
- **November 2-10, 2015** – The Serra Club of Cincinnati is hosting a Bible Reading Novena at the Our Lady of the Holy Spirit Center in Norwood. Members of the Serra Club will be

reading through the entire Bible praying for an increase of vocations to the priesthood and religious life. All are encouraged to join in their efforts. More information can be found at: [www.fiveminutechurch.net/biblereadingnova.html](http://www.fiveminutechurch.net/biblereadingnova.html).

## ***DIACONATE OFFICE***

### **FATHER SHAWN MCKNIGHT**

Father Shawn McKnight will be returning to the Athenaeum on Saturday, September 19 to conduct another workshop for the deacons. This time it will be on the deacon's role in the liturgy. Father McKnight will discuss topics related to proper movements within the liturgy that involve the deacons. The event will be 9:00 a.m. to 3:00 p.m. and will include lunch. There is no cost for the event and we will livestream it so that deacons who cannot attend will be able to watch it online. The response from Father McKnight's first workshop was overwhelmingly positive. His knowledge of the diaconate is a great blessing.

### **MARIA STEIN RETREAT**

The annual deacon retreat will be held October 9 - 11. This year's retreat master will be Deacon Thom Wininger. Deacon Wininger is a nationally recognized speaker in both the corporate world and as a retreat master. He has conducted sessions for companies like GM, AT&T, and Nabisco. He has been a speaker at the NDICE Conference here in Cincinnati. He's a high energy guy and we look forward to the retreat.

### **NDICE**

A sincere thank you goes out to Deacon John Gerke, President of NDICE, for an outstanding conference this year. Also, thank you to all who pitched in to help to make such a wonderful event. There were about 350 people in attendance and the sessions were well done. We really enjoyed the Tuesday banquet and the evening of reflection provided by John Michael Talbot. We are already looking forward to next year.

### **FEAST OF ST. LAWRENCE**

Our annual Feast of St. Lawrence will be held on Sunday, August 23 this year. The event will be at St. Maximilian Kolbe Parish in Liberty Township. We will begin at 5:00 p.m. with Vespers and a renewal of our diaconal commitment. Dinner will follow in the hall at St. Maximilian. Sign-ups are available on the Archdiocesan website under the Diaconate page.

## ***OFFICE OF RELIGIOUS***

### **CONSECRATED LIFE EVENTS**

Are you pressed for space on your parish website or in your parish bulletin and newsletters to add just "one more" item? Here is an idea to help solve these problems. Please permanently place the following information on your parish website and in your parish bulletins and newsletters: Look what our religious and consecrated life communities are doing. Come check us out and take some time to join us! Please visit:

<http://www.catholiccincinnati.org/events/category/consecrated-life-events/>. This link will be especially helpful during this Year of Consecrated Life when so many varying events are taking place. It will remain in place even beyond this year for vocations events in particular.

## **QUESTIONS AND ANSWERS ABOUT THE CONSECRATED LIFE**

Have you been using these in your parish bulletin periodically? There is still time. Here is a sampling:

- +What is consecrated life?
- +How do I know if God is calling me to consecrated life?
- +Who is a Brother?
- +Why are there so few Sisters, Brothers and Priests in schools and hospitals today?

To find both the questions and answers, please go to: <http://www.catholiccincinnati.org/wp-content/uploads/2014/08/Q-A-on-Consecrated-Life.pdf>.

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

### **BACKGROUND CHECK / CHILD PROTECTION TRAINING**

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 the employer must send it to the Office of Safe Environment for Protection of Children and Youth before the new employee can begin having contact with children.

### **CHANGE TO SUSPENSIONS**

Volunteers who were not in compliance have been suspended by their local SEC. This has caused confusion when the Master Report is produced and reviewed. A suspended individual’s record will be displayed, yet the report will show n/a for bulletins. Individuals classified as A.9 also show n/a on the bulletins as they are not active volunteers and therefore not required to read bulletins.

In keeping with our goal to only make changes quarterly, we would like to make the following change in regard to individuals who are not in compliance with the Decree. Starting August 1, 2015, volunteers are active or inactive, and local SEC’s will no longer suspend an individual’s account. SEC’s will be able to reactivate an individual to allow the individual to volunteer in the future. The category A.9 will be the only individuals who will have n/a on their records; all other individuals will be presumed to be active volunteers and must be in full compliance.

### **QUESTION OF THE MONTH**

“Does my husband have to take VIRTUS ® training so we can take my daughter and her friends to a movie?” Remember that the *Decree* only applies to activities that are parish or school sponsored.

## **TIP OF THE MONTH**

- **If you are the only location listed**, and need to inactivate the person for some reason, in the “Notes” section at the bottom of the page, write a short note as to why they are inactivated, your initials / name, and date. This will give everyone a paper trail of information in the future.
- **If you are one of many locations**, and the person is no longer active at your location, simply remove your location from their VIRTUS® account. Keep in mind that once you remove your location from their VIRTUS® account, you will NOT be able to make any other changes or notes. Make all notations in the “Notes” section at the bottom of the page PRIOR to deleting your location from their VIRTUS® account.

## **DEPARTMENT OF FINANCIAL SERVICES**

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

#### **CAPITAL CAMPAIGN**

##### **DISTRIBUTIONS FROM THE CATHOLIC COMMUNITY FOUNDATION**

The Foundation made its first distributions from the One Faith, One Hope, One Love Capital Campaign on July 31. These funds were sent as an initial payment to the pilot parish group. Other parishes, not in the pilot group, will receive their first distributions within six months after the completion of their campaigns. Subsequent distributions will follow every January and July. The payments are accompanied by a letter from the Foundation explaining the calculations. Distributions to the other, non-parish, beneficiaries will begin in January and follow every six months thereafter. Questions should be directed to the attention of Michael Vanderburgh in the Foundation Office.

#### **401(k) ADMINISTRATOR TRAINING**

Fifth Third, the trustee of the Archdiocese of Cincinnati 401(k) Plan will host a live webinar for administrators on the first Wednesday of the month starting in August and through October 2015. The training will be a refresher for current administrators and a great learning experience those new to the role of administering the 401(k) at each location. Cut and paste this link to your browser and dial into phone to participate.

<https://www.livemeeting.com/cc/fifththird/join?id=R82FTH&role=attend&pw=P%5BmtJ36%3EC>

**Phone:** 888-587-0615 **Conference Code:** 2501997

The webinars are hosted on the 1<sup>st</sup> Wednesday of the month effective 8/5/2015, 9/2/15, and 10/7/15 from 10:30 - 11:30 a.m. Questions: Please contact Charlotte Carpenter at 513.421.3131x2852.

#### **6055/6066 REPORTING AND FORMS 1094/1095**

The Affordable Care Act (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. Hours must be tracked from April 1, 2015 through March 31, 2016 for review for our Stability Period of 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. Detailed instructions are posted in the BAS Reference Library (FYI, the effort to upload weekly file from Paycor will not work at this time.) The Archdiocese of Cincinnati is working with BAS to also complete the required Internal Revenue Service Section 6055/6066 reporting and Forms 1094/1095 by location due in January 2016. BAS will be hosting live webinars on inputting hours for the ACA as follows:

Thursday August 13 1:00 p.m.

Friday August 21, 9:00 a.m.

**Training Session directions:** Log onto [myenroll1.glance.net](http://myenroll1.glance.net) Type session key 1212; then dial by phone 888.994.7161, and type passcode 3361404 to participate. Questions: Please contact Charlotte Carpenter at 513.421.3131x2852.

### **PROPERTY AND LIABILITY RISK INSPECTIONS**

The Finance Office has contracted with Gallagher Bassett Services (GBS) to conduct risk inspections throughout the diocese for the current fiscal year. These inspections will be of two varieties: physical inspections and self-inspections. Physical inspections will be conducted by Paul Kenkel and Tom Schoenburger from GBS at 20% of our locations. They will be contacting specific locations to set up appointments and inspections will be completed throughout the fall and spring. All locations must participate in the self-inspection process. Forms for self-inspections are available on the Finance Office website. Completed forms are due in the GBS office by May 31, 2016. That address is:

Gallagher Bassett Services  
Attn: Paul Kenkel  
4555 Lake Forest Drive, Suite 650  
Cincinnati, OH 45242

Locations that submit completed forms by this deadline will receive a credit incentive of \$100.00 on the next Property and Liability billing cycle. Questions: Please contact Charlotte Carpenter at 513.421.3131x2852. Thanks in advance for your cooperation with this important project.

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

All parishes and consolidated schools are required to submit an Annual Financial Report each year to the Finance Office. You must close the fiscal year books before printing and submitting your Reports. Please provide a copy of the following reports from the ParishSoft program for the fiscal year ended June 30, 2015:

- 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 28, 2015.**

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. Thanks for your cooperation in completing the Financial Report on a timely basis. Please contact Dan Umberg in Finance at 513.421.3131x2854 with any questions.

### ***FROM THE DESK OF THE SENIOR AUDITOR***

Over the last couple months we have reviewed a fraud that was committed by a former secretary who was also the treasurer of the Parent Teacher Organization (PTO) at a school in the Archdiocese of Cincinnati. The SCRIP program is a fund-raising program wherein individuals buy gift cards and the parish or school receives a percentage of the sales based on the card purchased. The employee was actively administering the SCRIP fundraising.

### **THE FRAUD**

She wrote checks to purchase Kroger gift cards through the SCRIP account. There was no tracking as to how these cards were used.

### **Red Flags**

- There was no oversight of the SCRIP bank account
- There was no independent review of inventory
- There was no review of the monthly bank reconciliation.

### **PREVENT, DETECT OR DETER**

The above case illustrates one of the possible ways a fraud can occur at your location. It may not be possible to eliminate all fraud; it is possible to reduce the risk. Implementing standard controls may allow an organization to prevent, detect or deter a fraud. The following is suggestions that may have accomplished these goals:

Fund-raising activities involving SCRIP must be administered by a volunteer or else the parish or school risks incurring an **Unrelated Business Income Tax (UBIT)**. In the U.S. Internal Revenue Code, UBIT is the tax on unrelated business income, which comes from an activity engaged in by a tax-exempt 26 USCA 501 organization that is not related to the tax-exempt purpose of that organization. In order to minimize or prevent concerns that the program generates UBIT, SCRIP sales should not be conducted by employees of a church or school. Rather, the near total majority of time spent and other services for the program should be accomplished or performed by volunteers.

We recommend a tracking of SCRIP inventory and comparing monthly beginning balance, monthly purchases and ending balances to total sales. We also recommend that an inventory system be established to track all purchases, specifically items that are readily convertible to personal use and items with high unit costs. Periodic physical counts should be made of these items in order to detect pilferage. We further recommend a reconciliation between the general ledger and the inventory records be performed, providing a test of the accuracy of sales and deposits. This reconciliation should include a description as to the final distribution of all items that were excessed or disposed of.

We recommend that all bank statements be sent directly to the parish office. The pastor or his designee should review the bank statements for any unusual checks or other transactions, and initial the statements before giving them to the organization's treasurer to perform the reconciliation. The review of the bank statement will ensure that unusual items are investigated

on a timely basis. In addition, the pastor or his designee should periodically review, approve, and sign the bank reconciliation each month.

## ***OFFICE OF PROPERTY MANAGEMENT***

### **CONTRACTS 101 – OCTOBER SESSION**

Our first two Contracts 101 workshops were a great success! We want to continue to encourage parish and school education on how to successfully put together contracts involving contractors and maintenance companies, so we will continue to offer the workshop this fall. The dates of the workshop are Tuesday, October 27 in Dayton (Pilarczyk Center: 1436 Needmore Road) and Wednesday, October 28 in Cincinnati (St. John Fisher Church: 3227 Church Street.) The cost of the course is \$10 and includes lunch. This will be a hands-on time to learn and practice putting contracts together and will be geared for business managers and employees. If you were not able to make the previous workshops, please consider signing up for this one! Registration may be found at: <http://www.catholiccincinnati.org/ministries-offices/property-management/upcoming-workshops/>

## **DEPARTMENT OF HUMAN RESOURCES**

### **SALARY THRESHOLD FOR EXEMPT STATUS WILL BE GOING UP**

The Department of Labor (“DOL”) recently released a proposed rule expanding the current overtime requirements to an additional five million workers. The proposed rule more than doubles the current salary minimum required for exempt status from \$455 per week (\$23,660 per year) to a projected level of \$970 per week (\$50,440 per year in 2016). Under the proposed rule, 40% of full-time salaried workers would lose their exempt status. The impact on parishes and schools will be significant—with the exception of teachers and the clergy, any employee who does not make the threshold salary (i.e., \$50,440 in the proposed rule) will automatically be considered non-exempt and, therefore, subject to the minimum wage, overtime and recordkeeping requirements of the Fair Labor Standards Act (FLSA). Stay tuned for more developments, as the 60-day comment period for the proposed rule has just opened and the conversation is far from over. The public comment period, coupled with the time it will take the DOL to digest and incorporate comments into the final rule, means that the final rule will not likely be completed until sometime in 2016. While it is premature to make changes now, please use the information in this communication as an opportunity to review your exempt/nonexempt classifications and consider how these potential changes will impact you. If you need further assistance in this area, please contact Rob Reid at 513.421.3131x6611, [rreid@catholiccincinnati.org](mailto:rreid@catholiccincinnati.org) or Meg Paul at 513.421.3131x2841, [mpaul@catholiccincinnati.org](mailto:mpaul@catholiccincinnati.org) in the Department of Human Resources.

### **DEPARTMENT OF LABOR**

#### **NARROWS INDEPENDENT CONTRACTOR CLASSIFICATION**

On July 15, 2015, the Department of Labor (DOL) issued guidance that defines “independent contractor” narrowly enough for many previously classified as independent contractors to now be properly classified as employees. This narrowing of the definition of independent contractor is due partly to the DOL deemphasizing the degree to which a business controls an individual’s

work and focusing instead on the economic realities test, which looks at whether the worker is economically dependent on the employer or in business for him or herself. In conducting an economic realities test, an employer should look to six factors, the DOL noted:

- The extent to which the work performed is an integral part of the employer’s business.
- The worker’s opportunity for profit or loss depending on his or managerial skill.
- The extent of the relative investments of the employer and the worker.
- Whether the work performed requires special skills and initiative.
- The permanency of the relationship.
- The degree of control exercised or retained by the employer.

Under the DOL’s analysis of the six factors, positions frequently considered as independent contractors—such as carpenters, construction workers, cable installers and electricians—aren’t necessarily independent contractors if they don’t satisfy the factors.

Suppose, the DOL hypothesized, a highly skilled carpenter provides carpentry services for a construction firm. But the carpenter does not exercise his skills in an independent manner. He does not determine the sequence of work, order additional materials or think about bidding for the next job, but instead is told what work to perform where. “In this scenario, the carpenter, although highly skilled technically, is not demonstrating the skill and initiative of an independent contractor (such as managerial and business skills),” the DOL emphasized. “He is simply providing his skilled labor.”

By contrast, “a highly skilled carpenter who provides a specialized service for a variety of area construction companies (for example, custom, handcrafted cabinets that are made to order) may be demonstrating the skill and initiative of an independent contractor if the carpenter markets his services, determines when to order materials and the quantity of materials to order, and determines which orders to fill,” the DOL stated.

For your reference, this guidance is Administrator’s Interpretation No. 2015-1.

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.

## **DEPARTMENT OF PASTORAL SERVICES**

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

#### **IF YOU MISSED BILL MAY –**

#### **“TAKING BACK MARRIAGE FOR OUR CHILDREN AND FAMILIES”**

Please check the Family and Respect Life webpages. As long as the quality and sound are usable, we will post the presentation on our webpages. William B. May, author of *Getting the Marriage Conversation Right*, will offer a fresh perspective about issues related to marriage and family and will discuss the need for a new positive “Marriage Reality Movement.” If you have questions, please contact Colleen Gerke at [cgerke@catholiccincinnati.org](mailto:cgerke@catholiccincinnati.org) or 513.421.3131x2624.



## **WORLD MEETING OF FAMILIES**

If you are still interested in attending the World Meeting of Families Congress, September 21 – 27, there are still seats available on the adults' bus. The congress will have international leaders in the area of ministry to families as presenters as well as an exhibit hall displaying and selling the top resources for ministry with families. Adults are defined as 18 years and older, graduated from high school. Call Josh Danis at 937.492.4449 to register or ask questions. For additional information, please see our website, <http://www.catholiccincinnati.org/ministries-offices/family-life/world-meeting-of-families-2015/register-for-the-world-meeting-of-families/#faq>.

## **PROJECT RACHEL MINISTRY – DAY OF REFLECTION**

Since 1994, Project Rachel has ministered to women and men who have lost a child through abortion. We now know there are others (relatives and friends) who are impacted by the abortion experience, and need an opportunity to honor the unborn child while grieving and mourning their loss. The Family and Respect Life office is offering a Day of Reflection on Saturday, September 26 at Transfiguration Spiritual Center in Ludlow Falls from 9:30 a.m. - 3:00 p.m. with a healing service following witnesses, music and prayer. All are invited to “look into your heart and listen to the voice of God. Help yourself by accepting God’s love and forgiveness.” For more information or to register, please call Noreen Wendeln at 937.222.0227 or Caron Bergen at 513.421.3131x2653 in the Family and Respect Life office or the Project Rachel confidential hotline at 513.784.0531. There is no charge, but a free-will offering will be accepted. For additional information about Project Rachel, please consult our website, [www.projectrachelcincy.com](http://www.projectrachelcincy.com).

## **NATIONAL 54 DAY ROSARY NOVENA BEGINS AUGUST 15**

The novena’s primary intention is “for family and marriage,” including peace, sanctity of human life and religious freedom. Archbishop Schnurr encourages all to pray the rosary for 54 straight days either at home, individually or with families, in a parish community, or with the Facebook community at <https://www.facebook.com/pages/54-Day-Rosary-Novena/120421517989201>.

- 27 days in petition from August 15 through September 10, 2015
- 27 days in thanksgiving from September 11 through October 7, 2015

Please visit [www.54days.org](http://www.54days.org) for more information.

## **CANA II MARRIAGE PREPARATION 2016 DATES**

The Cana II Program is intended for those entering their second marriage (Catholic or Interfaith.) For more information or to register, please visit our webpage, <http://www.catholiccincinnati.org/ministries-offices/family-life/engaged-couple-programs/>.

- January 8, 2016, Transfiguration Center for Spiritual Renewal – Ludlow Falls
- March 12, 2016, Transfiguration Center for Spiritual Renewal – Ludlow Falls
- May 21, 2016, Glenmary Home Missioners - Fairfield
- October 22, 2016, Glenmary Home Missioners - Fairfield
- November 19, 2016, Transfiguration Center for Spiritual Renewal – Ludlow Falls

## **PRE-CANA MARRIAGE PREPARATION-SIDNEY 2016 DATES**

The Pre-Cana Marriage Preparation program in the northern region has secured dates for 2016 at the Spiritual Center of Maria Stein: **January 30, 2016, April 9, 2016, June 18, 2016, August**

**27, 2016, and December 3, 2016.** For more information or to register, please visit our webpage, <http://www.catholiccincinnati.org/ministries-offices/family-life/engaged-couple-programs/>.

## ***PRIESTLY FORMATION OFFICE***

### **COME ENJOY BEER, BRATS, AND BROTHERHOOD**

All priests of the Archdiocese of Cincinnati are invited to join the priests and seminarians at Mount St. Mary's Seminary for an evening of **Beer, Brats, and Brotherhood on Friday, August 28, 2015**. The evening will kick off at 4:00 p.m. with drinks and appetizers followed by a 5:00 p.m. cookout in the Athenaeum's Marian Courtyard. The event is free. As a courtesy, **please R.S.V.P. before August 17** by contacting Jan Hagedorn at 513.231.2223 or [jhagedorn@athenaeum.edu](mailto:jhagedorn@athenaeum.edu). We look forward to seeing you!

### **PARISH PERSONNEL MANAGEMENT WORKSHOP**

The Parish Personnel Management Workshop is a two-day program **for pastors and business managers.** *We offer this workshop only once every two years.* It is scheduled for **August 26 & 27 at Bergamo Center**. Mary Kessler, a consultant from the National Association of Church Personnel Administrators (NACPA), will be the presenter. You should have already received a flyer. Remember the **RSVP is due August 17**. If you have any questions, please contact the Priestly Formation Office at 513.421.3131x2651.

### **LOOKING TOWARDS THE FALL**

- The **Parish Administration Workshop** is scheduled for September 30, 2015, at Our Lady of Sorrows Church in Monroe (*not to be confused with the Parish Personnel Management Workshop above.*) A flyer will be coming in August for your registration. **Note:** This is a new location for this workshop.
- The **Convocation of Priests** is scheduled for **Wednesday, October 21, 2015 at Incarnation Parish.**
- The **Fall Retreat for Priests** is scheduled for **October 12 – 16 at Jesuit Spiritual Center at Milford.** Father Tom McQuillen, who gave the Winter/Spring retreat at Maria Stein, will be giving that same retreat for us this fall.
- The **Gospel Workshop** for the Gospel of Luke is scheduled for **Wednesday, November 4 (Cincinnati) and Thursday, November 5 (Dayton).**

### **LOOKING TOWARDS THE DISTANT FUTURE**

- The **Winter/Spring Retreat for Priests** has been scheduled for February 15 through February 19 (the first full week of Lent) at Maria Stein. Our retreat director will be Father Paul Ruwe.
- The multi-day Convocation for Priests (two years from now) has been tentatively scheduled for the week of June 19, 2017.

## **WORSHIP OFFICE**

### **LECTOR WORKBOOKS AND SOURCEBOOKS**

The Worship Office is taking orders for the LTP *2016 Lector Workbooks* and *Sourcebooks for Sundays and Seasons*.

*A Workbook of Lectors and Gospel Readers 2016* (Lector Workbooks)

1-49 copies \$ 10.50 per copy\*

50 + copies \$ 10.00 per copy\*

*Sourcebook for Sundays and Seasons 2016* (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:

[2016 Annual Publications for order](#)

To order publications, please contact Lisa Weber in the Worship Office of the Archdiocese at 513.421.3131x6609 or by email at [lweber@catholiccincinnati.org](mailto:lweber@catholiccincinnati.org).

### **ANNUAL LITURGICAL CALENDAR NOTES**

For the annual liturgical calendar notes for 2016, please go to:

<http://www.catholiccincinnati.org/wp-content/uploads/2015/07/Liturgical-Calendar-notes-2016.pdf>

### **ANNUAL CALENDAR OF EVENTS**

For the Worship Office annual calendar of events 2015 – 2016, please go to:

<http://www.catholiccincinnati.org/wp-content/uploads/2015/07/Upcoming-events-2015-2016.pdf>

### **MARK YOUR CALENDARS!**

**THE “LIGHT IS ON FOR YOU 2016”** will be celebrated on **Tuesday, February 23, 2016**. As we celebrate the Year of Mercy we will once again open our doors to those seeking to return to the Sacrament of Penance through the “Light is ON for You” initiative.

### **LITURGICAL CALENDAR UPDATE**

This year, the *Assumption of the Blessed Virgin* falls on a Saturday; therefore, it is not a holy day of obligation, but it still holds the rank of a holy day/solemnity. A vigil Mass may be celebrated on Friday evening, August 14.

### **UPCOMING PROGRAMS**

#### **RCIA FITNESS CAMP: TRAINING FOR RCIA MINISTERS**

August 21 - 22, 2015 at Bergamo Retreat Center, Dayton. NEW!! For RCIA team members, catechists and liturgists, directors/coordinators, sponsor coordinators, and anyone involved in the RCIA process. For more information and registration, please go to: <http://www.catholiccincinnati.org/wp-content/uploads/2015/07/RCIA-flyer-082015.pdf>.

## **THE ROLE OF PARISH WORSHIP COMMISSIONS WORKSHOP**

Monday, August 31, 2015 from 7:30 - 9:30 p.m. at Holy Redeemer Parish, New Bremen  
Thursday, September 3, 2015 from 7:30 - 9:30 p.m. at St. Andrew Parish, Milford

This workshop is designed for members of parish worship commissions who would like to gain a better understanding of their role on a worship commission, as well as develop an understanding for the function and purpose of parish worship commissions. For more information and registration, please go to:

<http://www.catholiccincinnati.org/wp-content/uploads/2015/07/RPWC-flyer-9-2015.pdf>.

## **INSPIRED WORSHIP: PROCLAIMING GOD’S WORD**

Tuesday, September 8, 2015 at All Saints Church, Cincinnati  
Wednesday, September 9, 2015 at St. Francis of Assisi Church, Centerville  
Thursday, September 24, 2015 at St. Michael Church, Ft. Loramie  
7:00 – 9:00 p.m. at each location

This evening of renewal for parish lectors is intended to renew and inspire lectors to proclaim the Word of God for all to hear. For more information and registration, please go to:

<http://www.catholiccincinnati.org/wp-content/uploads/2015/07/082015-flyer.pdf>.

## **LEX ORANDI, LEX CREDENDI, LEX VIVENDI**

This four-evening retreat-like experience will be held on Mondays, September 14, 21, 28, October 5, 2015 from 7:00 – 8:45 p.m. at St. John the Baptist Church, Harrison. Through prayer, music, and reflection, Father Larry Tensi and Karen Kane will engage participants in a deeper experience and understanding of the celebration of the Eucharist and assist them in connecting their Sunday worship to their everyday lives. Children in grades 1 – 6 will also have a separate, spirit-filled program. Parishes can take advantage of registration discounts. For more information and registration, please go <http://www.catholiccincinnati.org/ministries-offices/worship/> and scroll down to the upcoming events.

## **SINGING THE GOOD NEWS: MAKING A BEAUTIFUL SOUND**

**A Choral Technique Workshop:** Tuesday, September 15 from 1:30 – 3:30 p.m. at St. John the Evangelist, West Chester and 7:00 – 9:00 p.m. at St. Helen Church, Dayton. As a part of the Worship Office series, “Inspired Worship,” the Archdiocesan Music Committee and the NPM Cincinnati and Dayton Chapters are co-sponsoring a workshop to inspire choir directors! Come and learn choral techniques to help you get the most out of your choirs. This two-hour session will explore conducting gesture, healthy group vocal technique, vocal warm-ups, and rehearsal structure, and provide directors with tools to elicit singing that is not just accurate but also beautiful, thoughtful, physically engaged, and prayerful singing from their choirs. For more information and registration, please go to:

<http://www.catholiccincinnati.org/wp-content/uploads/2015/07/Techniques-flyer-09-2015.pdf>.

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

If you have not signed up for the Worship Office newsletter, you can do so by visiting:

<http://www.catholiccincinnati.org/ministries-offices/worship/join-our-email-newsletter/>

## ***MISSION OFFICE***

### **THANKS FOR WELCOMING OUR MISSIONARIES! NOW, WHERE TO SEND THEIR COLLECTIONS?**

The Mission Office deeply appreciates your kindness, hospitality and generosity to the various missionaries and representatives from mission dioceses that have come through our MCP (Missionary Co-op Plan). Your parishioners will now better appreciate the universality and solidarity efforts of our church. Please remember that once the donations are collected they need to be sent promptly and addressed to the **Mission Office**, 100 E. Eighth St., Cincinnati, Ohio, 45202. Please do NOT send these collections to the Chancery Office or the missionary organization, for they need to be properly recorded at our Archdiocesan Mission Office for Vatican records. **If you have not heard from your assigned MCP person or have any problems**, please let the Mission Office know by phoning Melonise Knight at 513.421.3131 x2631.

NOTE! If you have any extra Mass stipends, please send them to the Mission Office at the address above to support our missionaries.

### **INVITE YOUR PARISHIONERS TO SHINE AND TO PROMOTE WORLD MISSION SUNDAY, OCTOBER 18**

Since many youth and adults have now completed mission trips and visited their parish twinning partners, they have a deeper understanding of the broader needs of our 1,150 mission dioceses mostly located in Asia and Africa. Pope Francis has been reminding all of us to become missionary disciples. So consider asking some of these mission-minded parishioners of yours to read the following announcement at the weekend masses the Sunday before World Mission Sunday.

*Greetings fellow missionary disciples in Christ,*

*Pope Francis invites us to help him and our 1,150 mission dioceses mostly in Africa and Asia, to reach out to the vast number of people who still do not know Jesus Christ. On October 18 we will celebrate World Mission Sunday. On that day, the Holy Father urges us to be generous to his “Pontifical Mission Societies” as a gesture of solidarity to these young churches.*

*Your donation enables bishops in Nepal, Sudan, and other struggling nations to train their local lay catechists, seminarians, and religious sisters to become leaders and build God’s reign of social justice, peace, love and joy. Your support also keeps the doors open of 10,000 orphanages, 9,000 clinics and 1,200 schools in these mission dioceses. God bless you for your generosity!*

For more information about World Mission Sunday and promotional materials, please visit: [iamamissionary.org](http://iamamissionary.org).

### **TEACH YOUR PARISH CHILDREN ABOUT MISSION: USE “HOLY BUCKETS” FOR ADVENT PRS/PREP PROGRAMS**

Expand your children’s horizons and compassionate hearts at a young age! (Re) Introduce your parish children to the Missionary Childhood Association (formerly the Holy Childhood Association) and INVITE their teachers to the “**Holy Buckets**” Advent program. This MCA program enables students to understand that we belong to a world-wide church and that

they are called to solidarity with students around the world. “Holy Buckets” includes fund-raising activities, but also the students are asked for “Prayers of Goodness” and “Advent Actions” all of which are put into the bucket. There is an educational packet for every participating classroom that includes: a letter of explanation, the leaders guide, a bucket and a self-addressed stamped envelope for the return of donations, prayers and good deeds. Please contact Teresa Phillips at [mission@catholiccincinnati.org](mailto:mission@catholiccincinnati.org) or 513-421-3131 X 2632 if you are interested in participating.

## **HUNDREDS OF CATHOLIC MISSION OPPORTUNITIES AWAIT YOUR PARISHIONERS!**

Some Catholics go on mission trips with members of other denominations or join mission groups that are not Catholic because they unfortunately are not aware of the many Catholic mission opportunities. The Catholic Volunteer Network collaborates with 200 Catholic missionary organizations who are seeking lay missionaries or volunteer opportunities for 16-75 year olds, for the short-term or long-term, in the U.S. or abroad. Go to [www.catholicvolunteernetwork.org](http://www.catholicvolunteernetwork.org) and contact Dr. Mike Gable at the Mission Office for advice at: [mgable@catholiccincinnati.org](mailto:mgable@catholiccincinnati.org).

## **HOLY FATHER’S MISSION INTENTIONS**

August: Universal: That volunteers may give themselves generously to the service of the needy. Evangelization: That setting aside our very selves we may learn to be neighbors to those who find themselves on the margins of human life and society.

September: Universal: That opportunities for education and employment may increase for all young people. Evangelization: That catechists may give witness by living in a way consistent with the faith they proclaim.

## ***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>

## **CATHOLIC YOUTH ATHLETICS INITIATIVE AND CHARTER IMPLEMENTATION**

Here’s a snapshot of Youth Athletics Initiative developments (please forward to your athletics leaders):

1. **Upcoming Spiritual Liaison Orientations:** Two more orientation sessions have been scheduled in the Cincinnati area for the Spiritual Liaisons of boosters organizations: Monday, August 31, 6:30 - 8:30 p.m., St. Ignatius Church, Monfort Heights (Cincinnati); Thursday, September 3, 1:30 - 3:30 p.m., All Saints Church, Montgomery. Important: these gatherings are for those who were unable to attend the sessions earlier this summer.
2. **Great resources for Spiritual Liaisons and others:** Visit the Archdiocesan Youth Athletics website for “Victory Gear” for players, parents, coaches and boosters organizations: [http://www.catholiccincinnati.org/ayatf/victory\\_gear/](http://www.catholiccincinnati.org/ayatf/victory_gear/).

3. **Boosters compliance materials:** If your boosters organization has not submitted compliance materials yet, be sure to contact (Cincinnati area) Gina Kelly, 513.739.0430, or [gina.kelly@clorox.com](mailto:gina.kelly@clorox.com); or (Dayton/northern area) Tim Colbert at 937.223.1001x5050 or [tcobert@catholiccincinnati.org](mailto:tcobert@catholiccincinnati.org).
4. **Fall sports in the Cincinnati metro area:** The “Greater Cincinnati Catholic Youth Sports” League (GCCYS) is now set up for fall sports, replacing the Cincinnati CYO.

### **CERTIFICATION FOR YOUTH MINISTRY LEADERS**

The Leadership Skills course below is one of two core required courses (or equivalents) for youth ministry certification here in the Archdiocese of Cincinnati. Staff-level youth ministry leaders should either be working towards youth ministry certification, or sustaining the certification they have accomplished through ongoing professionalization, continuing education, etc. For more information regarding youth ministry certification, please email Tim Colbert ([tcobert@catholiccincinnati.org](mailto:tcobert@catholiccincinnati.org)) or Sean Reynolds ([sreynolds@catholiccincinnati.org](mailto:sreynolds@catholiccincinnati.org)).

### **PLANNING FOR THE FALL AND BEYOND**

#### **LEADERSHIP SKILLS FOR COMPREHENSIVE YOUTH MINISTRY**

One of our two core required training courses, this course offers fifteen practical hands-on training sessions on the most important skills every youth minister should have, especially in the first two years. All are welcome, but it is a must for part-time or full-time youth ministry professionals. Classes are Thursday mornings, August 27 through December 17.

#### **NEW: ILUMEN - SATURDAY, OCTOBER 17, 2015, 10:00 A.M. – 5:00 P.M.**

An in-depth exploration of Jesus’ call to discipleship for youth in grades 7 and 8. Recognizing they are created for greatness, youth will explore the “super powers” received in Baptism and be challenged to use them to build up God’s kingdom for the life of the world. (Important: iLumen and CHOSEN happen on the same day on the same site, so kids wanting to go deeper can come to iLumen and stay for CHOSEN.) Visit: <http://www.catholiccincinnati.org/iLumen/>

#### **CHOSEN: BECOMING THE HEROES THE WORLD NEEDS, JUNIOR HIGH RALLY**

CHOSEN, for middle school and junior high youth, will happen on October 17, 5:30 – 9:30 p.m. at Archbishop Moeller High School in Cincinnati, and will feature Steve Angrisano, a veteran musician, composer and youth minister who has been featured at six International World Youth Days, several NCYCs and countless diocesan youth conventions and Steubenville Conferences. He’s especially good at actively engaging large groups of young people, so mark your calendars and keep in mind there will be a parent track. To learn more about Steve Angrisano, please visit <http://www.spiritandsong.com/Steve-Angrisano>. For more info on CHOSEN, please visit: <http://www.catholiccincinnati.org/chosen/>

#### **CARING FOR YOUTH IN CRISIS**

Dr. Kristin Witte will offer a one-day in-service for youth ministers, high school campus ministers, and other youth-serving church leaders on pastoral care for hurting teens, their families and churches. At the NCCYM this past year, Dr. Witte’s sessions were among the

highest evaluated, and youth ministers who attended raved about what she offered there, so we decided to bring her to the Archdiocese. **Tuesday, October 20, 9:00 a.m. - 3:30 p.m., Favret Hall, St. John Parish, West Chester.** For more info and registration, please visit: <http://www.catholiccincinnati.org/youth-in-crisis/>.

### **NEW ARCHDIOCESAN RESPECT LIFE ACTION TEAM**

The Office of Youth and Young Adult Ministry, Family Life Office and Social Action Office are teaming up to launch a fresh, new initiative in the Archdiocese of Cincinnati: an Archdiocesan Respect Life Action Team made up of high school students who have a passion for life issues. The purpose is threefold:

- 1. Identify young leaders who have a passion and calling for engagement in respect life matters.*
- 2. Prepare them to serve as informed advocates for the Church's teaching on all life issues.*
- 3. Equip them to fill a valuable Archdiocesan leadership role at the March for Life.*

If you have any high school students who would be great candidates for this initiative, **mark your calendars for our opening training dates: in the Cincinnati area on Friday October 16, and another in Dayton on Saturday, October 17, both led by nationally-acclaimed Catholic presenter Steve Angrisano (students only attend one).** After the 2016 March for Life, we will have a follow-up gathering in the spring of 2016 for further formation, reflection on the experience, and celebration. If you have any further questions about this initiative, please contact Bob Wurzelbacher at 513.421.3131x2742 or [bwurzelbacher@catholiccincinnati.org](mailto:bwurzelbacher@catholiccincinnati.org).

### **THE 2015 NATIONAL CATHOLIC YOUTH CONFERENCE IN INDIANAPOLIS**

The National Catholic Youth Conference is an exciting, biennial three-day experience of prayer, community, and empowerment for well over 20,000 Catholic teens. The schedule includes keynote addresses, liturgy, workshops, prayer, reconciliation and an interactive thematic park. Give your high school aged parishioners an experience of faith on a different level—one that will educate not just the mind, but the heart and soul. Make the effort to bring back to your parish a group of students excited and inspired to live their Catholic faith more fully. Do not let your teens miss this opportunity to join with many thousands of others in an exciting celebration of being Catholic! Go to [www.catholiccincinnati.org/ncyc-2015/](http://www.catholiccincinnati.org/ncyc-2015/) for everything you need to prepare for NCYC in Indianapolis, November 19-22.

### **WORLD YOUTH DAY 2016, KRAKOW, POLAND**

The Archdiocese of Cincinnati has teamed up with Mission Youth to offer a pilgrimage package for World Youth Day 2016. This World Youth Day pilgrimage will be a special one in the homeland of Saint John Paul II who began the first WYD experiences. There are just 80 spots reserved for this pilgrimage, so all are encouraged to sign up soon. The group will be staying at the AGH University of Science and Technology – a beautiful campus and excellent location within walking distance to many of the official WYD events optimizing logistics and enabling an incredible experience for the pilgrims. All details for the pilgrimage can be found at the Mission Youth website. If you would like to schedule an information session for youth and parents at your parish or school, please contact Maria Gaviria at [gaviria.mm@pg.com](mailto:gaviria.mm@pg.com). More info and forms are available here: <http://www.missionyouthmissions.com/> and follow the link to WYD 2016.



# DEPARTMENT OF EDUCATIONAL SERVICES

## *CATHOLIC SCHOOLS OFFICE*

### **SCHOOL IS STARTING**

School will start in most of the 111 Catholic schools during the month of August. Know that the Catholic Schools Office is ready to help you with any school-related need. Please do not hesitate to reach out to us: [cso@catholiccincinnati.org](mailto:cso@catholiccincinnati.org) or 513.421.3131x2.

### **CATHOLIC SCHOOLS OFFICE STAFF**

Mr. Gregg Marino, Regional Director for Dayton and the North, left the Catholic Schools Office at the end of July. We thank Gregg for his year of service to our office. As a result of this change, Mrs. Karyn Hecker has been hired as the Interim Regional Director for Dayton and the North for the 2015-2016 school year. Karyn retired as the Principal of Immaculate Conception Elementary (Dayton) last June. She has served as a Catholic school educator for many years, and possesses Bachelor's and Master's degrees in education from the University of Dayton. We are pleased to take advantage of Karyn's experience, passion, and abundant wisdom.

## *OFFICE OF EVANGELIZATION AND CATECHESIS*

### **CATECHESIS OF THE GOOD SHEPHERD TRAINING IS COMING TO CINCINNATI**

The Catechesis of the Good Shepherd (CGS) is a Christian education process for children ages 3 through 12 in which they experience and form an authentic, faithful relationship with God. Inspired by Maria Montessori's principles of education, the Catechesis of the Good Shepherd was created in 1954 in Rome by Dr. Sofia Cavalletti, a biblical scholar, and Professor Gianna Gobbi, a Montessori-trained educator of children and teachers. Level One training will be held at four area locations in the next few months. Link to <http://www.cgsusa.org/course.aspx> for more information. For catechists wishing to apply completed CGS training to certification requirements, please know that Basic Certification is provided for Level One CGS training. Learn more at <http://www.catholiccincinnati.org/ministries-offices/evangelization-and-catechesis/catechesis/the-catechesis-of-the-good-shepherd/>

### **NCEA IFG:ACRE ASSESSMENT**

Catholic school principals and catechetical leaders, and parish catechetical leaders are reminded that the **NCEA ACRE Assessment must be administered in every parish and school annually**. Religious Education & Catechetical Policies #2108.02 NCEA ACRE INVENTORIES, see: [http://www.catholiccincinnati.org/wp-content/uploads/2012/01/OEC\\_Policies2012.pdf](http://www.catholiccincinnati.org/wp-content/uploads/2012/01/OEC_Policies2012.pdf). Please schedule the NCEA ACRE Assessment with consideration for potential inclement weather school and building closures, so that you can meet the deadlines below. If you have questions or concerns about administration of the IFG:ACRE assessment, please consult your regional consultant in the Catholic Schools Office or the Office of Evangelization and Catechesis. 2015-16 Deadlines for submitting answer sheets to CALtesting for scoring:

- Friday, **November 20, 2015**, for Catholic High Schools

- Friday, **February 19, 2016**, for Catholic Elementary Schools and all parish religious education programs

For more information, please link to <http://www.catholiccincinnati.org/ministries-offices/evangelization-and-catechesis/resources/ncea-acre/>.

### **SAVORING THE MYSTERY:**

#### **LITURGICAL CATECHESIS AND THE NEW EVANGELIZATION**

Dr. Timothy O'Malley will be our featured presenter at the **2015 Catechetical Leadership Conference** on October 15 at the Presidential Banquet Center in Kettering. Director of the Notre Dame Center for Liturgy, Dr. O'Malley teaches and researches in the area of liturgical-sacramental theology, catechesis, and preaching, and has spoken on these topics in dioceses throughout the United States. All ministers involved with the challenge of catechesis and the liturgy are welcome and encouraged to attend. You may download the brochure here: [http://www.catholiccincinnati.org/wp-content/uploads/2015/07/CLC\\_2015brochure.pdf](http://www.catholiccincinnati.org/wp-content/uploads/2015/07/CLC_2015brochure.pdf). To register online, simply go to: <https://secure.acceptiva.com/?cst=ff6687>. For more information, please contact Chris Kreger at 937.223.4075x5041 or [ckreger@catholiccincinnati.org](mailto:ckreger@catholiccincinnati.org).

### ***OFFICE OF THE NEW EVANGELIZATION***

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

[www.ContagiouslyCatholic.org](http://www.ContagiouslyCatholic.org). 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.

#### **FOOD FOR ALL: BE MULTIPLIED**

*Food for All: Be Multiplied* is an Archdiocesan, collaborative effort to faithfully respond to hunger in our local neighborhoods. Inspired by Pope Francis's call to action to end hunger by 2025 and in conjunction with his visit to Philadelphia in September. *Food for All: Be Multiplied* will be our collective Archdiocesan "Spiritual Bouquet" for Pope Francis. For updated information and promotional materials including flyers, logos, and social media posts, please go to: [www.catholiccincinnati.org/foodforall](http://www.catholiccincinnati.org/foodforall) or <http://www.stirintoflame.com/events/food-for-all/>. A Food for All "How To" flyer is included with this mailing.

#### **Upcoming Food For All: Be Multiplied Events To Promote And Participate**

**Defeat Hunger Obstacle Run and Food Drive | September 5, 2015** - The Office of the New Evangelization and the Catholic Schools Office are hosting a family Obstacle Run, 5K, food drive and after party for the whole community! The event will feature fun for all ages. For information, if you are interested in sponsoring the event, or to volunteer, please call Sean Ater at 513.421.3131x2733. Included with this mailing is a Defeat Hunger Obstacle Run Flyer. For more information or to register, please go to <http://www.stirintoflame.com/events/defeat-hunger/>

***Be Multiplied: Multiply Gifts of Food Parish & School Drive | June – September 2015*** - We have 39 parishes, along with schools, businesses and other organizations like St. Vincent de Paul that have pledged food to the Food for All Campaign! Many parishes and schools already organize successful food drives throughout the year. Parishes and schools are challenged to set a goal and pledge that food to the Food for All Campaign. Some parishes, schools, and businesses are doing a new Food for All food drive to participate in the Campaign. We have a social media campaign that is highlighting the parishes, schools, and businesses making a pledge. All pledges will be made before the Pope visits in September but the food drives can happen anytime in 2015-2016. To date we have over 250,000 items of food pledged to our 1 million item goal! It's not too late to make a parish or school pledge to Food for All. Sign up at <http://www.catholiccincinnati.org/food-for-all-pledge/>

**Take The #Bemultiplied Social Media Challenge** - The #bemultiplied Challenge is taking off on social media! Individuals are pledging five items of food to their local food pantry and challenging (tagging) five friends to do the same. Five items of food feeds one person for one day. If you challenge five people you feed a family for a day. To participate, please go to <http://www.stirintoflame.com/events/food-for-all/> or find our post on the Archdiocese of Cincinnati Facebook page or Twitter Account.

**Multiply Volunteers for the Pope Francis House | June 2015** - Poverty leads to food insecurity. Stable housing for families and children increases health, physical safety and security and increases educational and job prospects, all of which help people rise out of poverty. In partnership with Habitat for Humanity of Greater Cincinnati, we will be working together to build a house to honor Pope Francis for his commitment to the poor and reinvigorating the Church. Individuals or groups are invited to volunteer. Visit [vhub.at/hfhgc](http://vhub.at/hfhgc) to register. When asked for a join code use: francis1. Groups should schedule with Monica Human at 513.482.5614; [monica.human@habitatcincinnati.org](mailto:monica.human@habitatcincinnati.org).

### **DOES YOUR PARISH NEED A MOBILE APP?**

Mobile Apps seem to be all the rage. Even the Pope has an App. Does your Parish need an App too? Join us as we address common questions that Parish leaders ask when looking to adopt this exciting new technology for communication and evangelization.

- Should you be online and mobile?
- Is a website good enough?
- Why a mobile App?
- Are we ready for an App?
- What makes a good App?
- How do you get people to find it?
- How do you get people to use it?
- What are the pitfalls?
- How do I get started?

**Join Mike DiCosola from myParish App for a free webinar: *"Does Your Parish Need a Mobile App?"***

Register: <http://bit.ly/1TNY7Bo>

When: Wednesday, August 19 at 10:30 a.m., Where: Online and Mobile!

# DEPARTMENT OF COMMUNITY SERVICES

## *CATHOLIC CHARITIES OF SOUTHWESTERN OHIO*

### **HOST “HUNGER IN OHIO OR FOOD FOR ALL?”**

Catholic Charities invites your parish to host “**Hunger in Ohio or Food for All?**” Through this inspiring evening your parish community will stand in solidarity with the poor. The program, lasting approximately one hour, is presented at your parish on an evening convenient to your ministries. Contact Scott Stephens 513.672.3714 to schedule a presentation at your parish.

### **CAREGIVERS ASSISTANCE NETWORK OR CAN**

Those caring for loved ones often talk about what they use to do but the responsibility of caring for a spouse or parent has not allowed them to do. The Pope says caregivers have their priorities straight and they know what matters. He calls caregivers heroic. Caregiving is pro-life. He also urges people and parishes to pray for those who are caring for others and provide practical assistance. The Caregivers Assistance Network provided by Catholic Charities offers the opportunity for caregivers to connect with others, learn techniques to help, and a safe place to express their feelings. Come join one of our groups. There are fifteen support groups that meet monthly. A new support group just started at the Middletown Senior Center. For a list of groups, please visit [www.ccswoh.org/cansupport](http://www.ccswoh.org/cansupport) or contact Cassidy at 513.672.3717 or [clekan@ccswoh.org](mailto:clekan@ccswoh.org).

### **VOLUNTEERS NEEDED**

The Refugee Resettlement program of Catholic Charities is expecting large numbers in August and September. Would you like to help prepare an apartment for a new arriving refugee family? Would you like to help teach English? There are a variety of volunteer opportunities where you can help serve the poor, protect the vulnerable and welcome the stranger. Our main offices are located in Roselawn on Reading Road. To get involved, please contact Volunteer Coordinator Jeanne Cairns at 513.672.3707 or by email at [jcairns@ccswoh.org](mailto:jcairns@ccswoh.org).

## *CATHOLIC SOCIAL ACTION OFFICE*

### **LAUDATO SI’: ON CARE FOR OUR COMMON HOME**

Resources for promoting and reflecting upon the Holy Father’s landmark encyclical on our relationship to God, each other and all of creation can be accessed at [www.usccb.org](http://www.usccb.org). On August 5, Archbishop Dennis Schnurr, the national Catholic Climate Covenant, and other organizations will be hosting a press conference on the encyclical and our call to action. Local events and additional resources will be promoted in the months ahead from the Catholic Social Action Office and Climate Change Task Force.

### **FREE POSTERS! CARE FOR CREATION CALENDAR OF SAINTS**

The Catholic Social Action Office is giving out poster-sized calendars identifying holidays and feast days associated with patron saints of various causes related to the environment. This colorful graphic makes for an attractive and informative display and serves as one easy way that any parish or school can promote the spirit of *Laudato Si’*. You can view a PDF of it online

here: <http://www.ohiocathconf.org/I/Envir/creationcal/CatholicCreationCalendaInteractive.pdf>. The resource was designed and produced by the Ohio Catholic Rural Life Conference, a ministry of the Catholic bishops of Ohio. If you would like one of these free posters, please contact Catholic Social Action at 513.421.3131x2660.

### **APPEAL TO PARISHES, SCHOOLS AND ALL CATHOLIC INSTITUTIONS: EDUCATE ON THE DEATH PENALTY**

This year is a particularly opportune one in the Catholic Church's long-term effort to curb the use of the death penalty in Ohio. There is currently a moratorium on executions and several bills have been introduced in the Ohio General Assembly to limit capital punishment. It is now up to Ohioans, and especially Catholics and other people of faith, to urge for policy changes which move us closer to protecting the sanctity of all life. To that end, the Catholic bishops of Ohio have created the brochure "Death Penalty Education." It includes a message from the bishops, brief excerpts from Church teaching, a prayer, a list of trusted resources, and a call to action. To carry out this campaign locally, the Archdiocese is partnering with the Intercommunity Justice and Peace Center in concert with the Catholic Conference of Ohio and Ohioans to Stop Executions to organize activities on this issue in parishes, schools, and other Catholic institutions. Your role in this campaign could entail having a speaker in between Sunday liturgies, or it could involve hosting a panel of vetted experts from across the state. Through the Catholic Social Action Office, Archbishop Dennis Schnurr sent an appeal to all parishes in April, encouraging participation in this campaign. If you wish to learn more or begin preparations for some type of educational event on the death penalty, please contact the Intercommunity Justice and Peace Center at 513.579.8547, or [allison@ijpccincinnati.org](mailto:allison@ijpccincinnati.org). For further information or inquiries, please contact the Archdiocesan Catholic Social Action Office at 513.421.3131x2660, or [csa@catholiccincinnati.org](mailto:csa@catholiccincinnati.org).

### **FOOD FOR ALL: 5,000 LETTERS TO CONGRESS!**

As a component of the Food for All campaign, the Archdiocese is organizing a major advocacy campaign to promote anti-hunger policies in the federal budget. It is yet another way the Archdiocese will welcome Pope Francis to the U.S., specifically for his address to the U.S. Congress on September 24. Our goal: just as there were at least 5,000 gathered to witness Jesus' multiplication of the loaves and the fishes, we can generate 5,000 letters to our elected officials to feed the hungry of our land.

The vehicle for advocacy is the Bread for the World Offering of Letters. Supported by the U.S. Conference of Catholic Bishops, Bread for the World is a collective Christian voice urging our nation's leaders to end hunger at home and abroad. There is a Cincinnati chapter for Bread, and regional staff for Bread are based in Dayton.

Echoing the USCCB's policy position, Bread for the World is urging Congress to renew our federal government's major child nutrition programs, including those for school meals, summer feeding, and the WIC nutrition program for pregnant and new mothers along with their small children. Every five years, Congress must re-authorize the law that funds these programs, which have helped millions of children over the decades.

Parishes, schools and any Catholic institution in the Archdiocese are encouraged to host an Offering of Letters by utilizing Bread's toolkit, or by having people sign our form letter. Groups can also use this opportunity to invite a speaker from Catholic Charities to speak about hunger in

our Archdiocese. These resources can be accessed at [www.bread.org](http://www.bread.org) by contacting the Catholic Social Action Office at 513.421.3131x2660, or [csa@catholiccincinnati.org](mailto:csa@catholiccincinnati.org). Collected letters should be sent to the Catholic Social Action Office, so that they can be included with letters from Catholics throughout the entire Archdiocese, blessed by the Archbishop, and delivered together to our Congressional representatives. Visit [www.catholiccincinnati.org/socialaction](http://www.catholiccincinnati.org/socialaction) to learn more.

Learn more about at the overall campaign at [www.catholiccincinnati.org/foodforall](http://www.catholiccincinnati.org/foodforall). Please see the Office of the New Evangelization and Catholic Charities for other aspects to the Food for All campaign.

### **REVEREND DAVID BECKMANN, BREAD FOR THE WORLD PRESIDENT, TO SPEAK OCTOBER 21 IN DAYTON AND OCTOBER 22 IN CINCINNATI**

As another component for the Food for All campaign, mark your calendars to share an evening with World Food Prize Laureate Reverend David Beckmann. As the president of Bread for the World, he will speak in Dayton Wednesday, October 21, at 7:00 p.m. at Queen of Apostles Catholic Church on the Bergamo campus at 4400 Shakertown Road, Beavercreek. A light dinner will be served at 5:30 p.m. in Sieben Hall. A suggested donation of \$10 is asked for the dinner, which is a fundraiser for Catholic Social Services of the Miami Valley and Bread for the World. The United States Conference of Catholic Bishops and Bread for the World are among the partner agencies of the “Circle of Protection” initiative concerned with poverty and hunger issues in the United States and around the world. Prior to joining Bread, Reverend Beckmann worked at the World Bank for 16 years, overseeing large development projects and driving innovations to increase the effectiveness of the bank in reducing poverty. The October 21 event is co-sponsored by the Catholic Social Action Office and Weavers of Justice, a collaborative group of Catholic parishes and organizations, working on the Gospel message to love all people, including the poor and vulnerable. For reservations and more information, please call 1.800.300.2937x1141. Students are welcome to attend the event at no charge. Reverend Beckmann will also speak in Cincinnati on October 22 at Xavier University in the Conaton Board Room in Schmidt Hall at 7:00 p.m. The event is sponsored by the Catholic Social Action Office, Catholic Charities Southwestern Ohio, and the Brueggeman Center for Interfaith Dialogue at Xavier University.

### **ST. MARTIN DEANERY CATHOLIC RURAL LIFE CONFERENCE**

The St. Martin Deanery Catholic Rural Life Conference’s next meeting will take place on Thursday, August 13, at 7:00 p.m. at St. Mary Church in Arnheim, Brown County. For directions or more information, please call Pat Hornschemeier at 937.378.4769 (day) or 937.378.4560 (evening).

### **YOUTH AND YOUNG ADULT INTERFAITH SERVICE EFFORT TO CELEBRATE 50 YEARS OF *NOSTRA AETATE!***

In celebration of the 50th anniversary of the Second Vatican Council's *Nostra Aetate: Declaration on the Relation of the Church to Non-Christian Religions*, the Archdiocese is teaming up with Xavier University, Islamic Center of Greater Cincinnati, Center for Holocaust and Humanity Education, and Hebrew Union College - Institute of Religion to invite groups to join together and form an interfaith working group that will engage in a community service activity. The type of activity is open: working with issues impacting the underserved, such as

poverty, the environment, the disabled, animal rights, the aged, immigrants and refugees, etc. An activity that seeks to make a change, however small, for the better in our regional community is appropriate.

**HOW - FUNDING:** Each combined group is eligible to receive up to \$500 towards their service project.

**WHO:** Multiple faith groups of tweens, teens, and/or young adults. Any group in the 19 counties of the Archdiocese of Cincinnati or the Tri-state area of Cincinnati is eligible.

**WHY:** In celebration of the fiftieth anniversary of *Nostra Aetate*, a seminal Catholic Church document proclaiming the importance of cooperation among people of different faiths for the betterment of society, groups of any and all faith traditions are welcome and encouraged to apply.

**WHEN:** Review of applications will continue until 50 projects have been selected. Service projects should take place any time before January 23, 2016.

**To learn more or apply for funding, visit: [www.Xavier.edu/identity](http://www.Xavier.edu/identity), or contact the Catholic Social Action Office at 513.421.3131x2660.**

### **UD TO HOST REGIONAL FAIR TRADE SALE THIS YEAR!**

The popular regional Fair Trade Sale moves south of town this year. The University of Dayton will host the sale at its River Campus at 1700 S. Patterson Boulevard on Saturday, December 5, from 9:00 a.m. to 4:00 p.m. The sale features exquisite, handcrafted items made by international artisans from over 20 countries. All items are fairly traded. Fair trade recognizes the dignity of the work of artisans and farmers and ensures that they earn fair wages. Fair trade producers care for God's creation by treating the environment with respect. When you purchase fair trade products you are standing in solidarity with the poor and vulnerable. To volunteer to work at the sale or for more information, please contact the Catholic Social Action Dayton Office at [csadayton@catholiccincinnati.org](mailto:csadayton@catholiccincinnati.org) or 937.224.3026.

## **DEPARTMENT OF STEWARDSHIP**

Parishioner pledges to the Catholic Ministries Appeal have now exceeded \$5.4 million from over 30,600 households. Of the total pledged, \$4.7 million has been received in pledge payments. Pledge payments to the Appeal will continue to come in through the end of 2015 and into the early part of 2016. The Stewardship Department extends a sincere "thank you" to pastors, parish staff members, and volunteers who helped make this year's appeal a huge success! Three Masses of Thanksgiving for the CMA will be celebrated during the month of August. Dates, times, and locations of the Masses are listed below:

Sunday, August 16, 9:30 a.m. at St. Michael, Sharonville (Archbishop Schnurr)

Sunday, August 23, 10:30 a.m. at St. John the Baptist, Tipp City (Archbishop Schnurr)

Sunday, August 30, 11:00 a.m. at St. Michael, Ft. Loramie (Bishop Binzer)

All are welcome to attend these Masses as we celebrate and give thanks for another great year. THANK YOU again for your efforts in support of the six regional ministries funded by the CMA!

## **CMA STATISTICS AND 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 2016 CMA – KEY APPEAL WEEKENDS**

- Announcement Weekend: January 16/17, 2016
- Commitment Weekend: January 23/24, 2016

## **NEED HELP WITH STEWARDSHIP AND DEVELOPMENT EFFORTS IN YOUR PARISH?**

The Stewardship Department is available to help with efforts such as planning sessions, days of reflection, presentations to parish leadership, annual renewals, etc. Contact David Kissell ([david@CatholicAppeal.info](mailto:david@CatholicAppeal.info) or 513.421.3131x2881) to learn more and/or to discuss specific needs at your parish and ways we may be able to help.

## **MISCELLANEOUS**

### **IN NEED OF CAMDLESTICKS/CANDLE HOLDERS**

St. Denis Parish, Versailles, Ohio is in need of some candlesticks/candle holders. If anyone has some that are matching and six or more units that you might like to part with, please contact Bob Paulus at 937.526.3321 daytime phone number, or via email at [thefloorstoreandmore@earthlink.net](mailto:thefloorstoreandmore@earthlink.net). Thank you for your consideration!

### **FOR SALE**

2002 Boston Grand Piano used at Immaculate Heart of Mary since 2003. Piano is in excellent condition, comes with padded artist bench and movable dolly. Please call Dave Auxier at 513.226.7347 for more information.

### **RESURRECTED JESUS STATUE**

Mercy Health has a five foot high statue of the Resurrected Jesus (meant to be hung on a wall) which is looking for a good home. If you are interested, please call Jason Aspic at Mercy Health West Hospital at 513.215.0203.

**Please submit articles for the September *Clergy Communications* before August 24, 2015.  
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).

**DEFEAT HUNGER FAMILY OBSTACLE RUN AND FOOD DRIVE** - *FOOD for ALL: Be Multiplied* - September 5, 8:00 a.m. – 2:00 p.m., Summit Park, Blue Ash, Ohio. Adult and kids' course, family-friendly pricing, after-party for all ages, Kiss107. Our goal: 5,000 items of food donated, conquering 25 obstacles and running to the FOOD for ALL finish line- **1,000,000 food items** pledged or donated! With a gift from one, Jesus fed 5,000. You matter. Be Multiplied! For additional information, please visit: [www.stirintoflame.com/defeathunger](http://www.stirintoflame.com/defeathunger)

**POPE HOUSE VOLUNTEER** - You are invited to participate in an Archdiocese-wide service project. Generous donors have purchased a new home with Habitat for Humanity and dedicated it as the "Pope House" in honor of Pope Francis for his love for the poor and for revitalizing the Church. Individuals or groups are invited to volunteer through July, August, and September. Visit: [vhub.at/hfhgc](http://vhub.at/hfhgc) to register. When asked for a join code use: francis1. Groups should schedule with Monica Human at 513.482.5614; [monica.human@habitateincinnati.org](mailto:monica.human@habitateincinnati.org)

**LAUDATO SI': ON CARE OF OUR COMMON HOME** - Pope Francis' landmark encyclical on our relationship to God, to each other, and to all of creation is addressed to "every person living on this planet." Please take the opportunity to read and prayerfully reflect upon this important teaching of our Catholic faith. The encyclical can be accessed at [www.vatican.va](http://www.vatican.va). Resources for promoting and reflecting upon *Laudato Si'* can be accessed at [www.usccb.org](http://www.usccb.org).

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**CARE FOR GOD’S CREATION** - *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 have created each particle of this blessed Earth for our benefit as well as for its own well-being. Help us to be responsible stewards of the Earth as we journey with it back to You. Quote from the Holy See: “This sister [Mother Earth] now cries out to us because of the harm we have inflicted on her by our irresponsible use and abuse of the goods with which God has endowed her. We have come to see ourselves as her lords and masters, entitled to plunder her at will. The violence present in our hearts, wounded by sin, is also reflected in the symptoms of sickness evident in the soil, in the water, in the air and in all forms of life. This is why the earth herself burdened and laid waste, is among the most abandoned and maltreated of our poor; she “groans in travail” (Rom 8:22). We have forgotten that we ourselves are dust of the earth (cf. Gen 2:7); our very bodies are made up of her elements, we breathe her air and we receive life and refreshment from her waters. (Pope Francis, *Laudato Si’: On Care of Our Common Home*, no. 2, 2015) Care for Creation Tip: Wildflowers [native plants, trees, shrubs] do much more than add beauty to the landscape. They help conserve water, reduce mowing costs, provide habitat for birds, butterflies and other wildlife, protect the soil and save money on fertilizer and pesticides. Native plants give us a sense of where we are in this great land of ours. The loss of native plant communities has reduced wildlife habitat and the genetic diversity necessary for balanced ecosystems. Unlike many non-native plants, native plants introduced into landscape plantings are hardy, less susceptible to pests and diseases and unlikely to escape and become invasive. With properly selected native plants, it may not be necessary to modify soil characteristics at all to have thriving gardens. The great variety of plants native to any region give gardeners options that work well in any type of garden design. Because maintaining native plants requires less work, they provide excellent choices for large commercial landscapes as well as residential gardens. You can learn more about native plants for our region of Ohio through the Marianist Environmental Education Center at <http://meec.udayton.edu/>

**DIVORCECARE** - 13 weeks, held on Thursday evenings, 7-9 pm from September 10 to December 10 at St. Francis of Assisi Catholic Church, 6245 Wilmington Pike, Centerville, OH. Cost: is \$25 per person. Scholarships are available. For more information, or to register, call Marcelle Toma at 937.312.1157 or [mtoma@woh.rr.com](mailto:mtoma@woh.rr.com).

**CATHOLIC DIVORCE SURVIVAL GUIDE** - 12 weeks, held on Monday evenings, 7-8:30 pm from August 31st to November 23rd in the “Candle Room” of St. Christopher’s Church in Vandalia. Cost: is \$25 per person. Register Online at: <https://secure.acceptiva.com/?cst=670e37>. For questions, call Noreen Wendeln in the Family & Respect Life Office at 937.222.0227.