



## 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

### OCTOBER COUNT GRID 2016

Enclosed with this mailing is the **2016 OCTOBER COUNT GRID** for parishes and institutions where regular weekend Masses are celebrated. Tabulation for the October Count begins the weekend of October 1 – 2. Please return the completed form by **Friday, November 11, 2016**.

**Also, please note that the grid may be completed online at:**

[http://www.catholiccincinnati.org/octobercount/october\\_count\\_form\\_electronic.pdf](http://www.catholiccincinnati.org/octobercount/october_count_form_electronic.pdf) and then submitted electronically. The password to access the electronic form is: **octobercount**.

### OFFICIAL CATHOLIC DIRECTORY (OCD) UPDATE SHEETS

Update sheets for the 2017 Official Catholic Directory (OCD) should be arriving sometime in mid-September from the P.J. Kennedy Publishing Company. Once the necessary changes/revisions/deletions are made, please return the sheets to the Chancery Office.

**Please make sure that all statistical information has been filled out in its entirety**; also, in the past there seems to be some confusion on the Catechesis/Religious Info section. This number should reflect those enrolled in a religious education program that a parish would have, not the number of individuals that receive daily religious instruction through a parish school, consolidated school, affiliated high school, etc.

**Please make sure** that the back of the form is signed by the person completing the form in case the need arises for follow up.

### CONCEALED CARRY POLICY

*A change in Archdiocesan policy regarding the concealed carry policy from April 2004 follows below:*

**Regarding Church Buildings:** The law provides that a concealed handgun may not be carried into any church or other place of worship unless the church or other place of worship permits otherwise. Archbishop Schnurr has determined that whether concealed handguns are permitted in any church building is left to the discretion of the pastor of the church. This authorization from the pastor must be a written authorization and given only to an individual with a CCW Permit and only to meet a security need.

**Regarding Office Buildings:** The law provides that an employer may prohibit the presence of firearms on the premises. Archbishop Schnurr has determined that whether a concealed handgun or weapons of any kind are permitted in any parish or institution office building is left to the

discretion of the pastor or the chief executive officer of the institution. This authorization from the pastor or chief executive officer must be a written authorization and given only to an individual with a CCW Permit and only to meet a security need.

**Regarding School Buildings:** The law provides that a concealed handgun may not be carried in a “school safety zone.” A school safety zone consists of a school, school building, school premises, school activity and school bus. A school includes everything up to the property boundary. School activity includes any activity held under the auspices of a school. Unless authorized by law, no person shall knowingly possess, have under the person’s control, convey, or attempt to convey a deadly weapon or dangerous ordinance into a school safety zone. Archbishop Schnurr has determined that whether a concealed handgun may be permitted in a school safety zone is left to the discretion of the principal and/or president of the school. This authorization from the principal and/or president must be a written authorization and given only to an individual with a CCW Permit and only to meet a security need.

*Any questions can be addressed to Fr. Steve Angi, Chancellor, at 513-421-3131, ext. 2846.*

## **COMMUNICATIONS**

### **DIRECTORY UPDATES**

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

## **ARCHIVES**

### **SACRAMENTAL REGISTERS SCANNING PROJECT**

As a reminder, parishes in the St. Andrew, Hamilton, St. Margaret Mary, and St. Martin Deaneries are to drop their Baptism, Confirmation, Marriage, and Death registers dating from **July 1, 2011 through June 30, 2016** off to the listed parish **the week of September 19-23**. The vendor pickup date is **Monday, September 26**. Drop Off Locations and Book Banner IDs can be found on the Archives’ webpage: <http://www.catholiccincinnati.org/ministries-offices/archives-office/sacramental-registers/>. Please contact Sarah Patterson if you have any questions at 513.421.3131x3002 or [spatterson@catholiccincinnati.org](mailto:spatterson@catholiccincinnati.org).

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

### **BACKGROUND CHECK / CHILD PROTECTION REQUIREMENTS**

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

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

### **VIRTUS® ACCOUNTS CLEANUP**

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

September – inactivating any individual with a background check before January 1, 2011

October – inactivating any individual who is 12 or more behind on bulletins

November – inactivating any individual who is 9 or more behind on their bulletins

The USCCB reporting is based on individual's roles. Therefore we are asking that if you would like a change to an individual's role you contact Jackie or Joe and we will make the change. Over the next several months we will be reviewing all our roles to ensure that individuals are properly classified. Thank you for your assistance and understanding as we make these corrections.

### **EDUCATORS - ROLE**

The USCCB defines Educators as "salaried teachers, principals, and administrators in diocesan/eparchial and parish schools." ODE-certified teachers must have a paid teacher, principal or administrator's position in one of the Catholic schools in the Archdiocese of Cincinnati to be listed in an Educator's role. Educators do not include ODE coaches unless they have a teaching position. Religious educators at a parish are also not included in this definition.

Please review all employees listed as "Educators" on your master report. If they meet this requirement please contact Jackie to change their role in Virtus ®. Likewise, if they do not meet this definition please contact Jackie so their role can be changed to "Employee (Parish/Parochial)."

### **VOCATIONS OFFICE**

#### **LOOKING FOR VISIT OPPORTUNITIES**

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

#### **STATEWIDE HOLY HOUR FOR VOCATIONS**

On Wednesday, November 9, we will once again join in a statewide Holy Hour for Vocations from 7:00 p.m. - 8:00 p.m. in parishes across the Archdiocese. We are currently looking for host parishes. Please contact Wayne Topp in the Vocation Office to get more information and to register your parish as a host site.

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

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

## **VOCATION OFFICE WEBSITE**

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

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

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

## **DIACONATE OFFICE**

### **DEACON RETREAT AT MARIA STEIN – SAVE THE DATE**

The annual retreat for deacons will be held this year October 7 - 9 at the Maria Stein Center. The Retreat Master will be Deacon Dominic Cerrato, who is Executive Director of Diaconal Ministries. The theme will be “Growing in Greater Intimacy with Christ the Servant.” There will be three fundamental elements related around our relationship with Christ the Servant. The cost for the retreat is \$125 for active deacons and \$90 for senior status deacons. Registration forms have been mailed.

### **SENIOR STATUS**

Deacon Mike Knight has elected to take Senior Status. Deacon Mike was ordained September 23, 1995 and has served at St. Patrick Parish, Troy. Thank you Deacon Mike for your service. Deacon Bob Zinck has also elected to take Senior Status. Deacon Bob was ordained July 3, 1982 and has served Incarnation Parish. Thank you Deacon Bob for your service as well.

### **THANK YOU**

I truly appreciate the well wishes on my acceptance of the position as Director of St. Anne Retreat Center in the Diocese of Covington. It was hard to make the decision since I’ve met so many wonderful people and did enjoy the work. However, the chance to serve in my own Diocese doing what I’m trained to do was too good an opportunity to pass up. I have great confidence in the process for finding my replacement. Also, I will continue to assist the Archdiocese until after my replacement is named. You can continue to email things that you may need done at [dproffitt@catholiccincinnati.org](mailto:dproffitt@catholiccincinnati.org). Thank you again and God bless.

# **DEPARTMENT OF FINANCIAL SERVICES**

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

### **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. Physical inspections will be conducted by Paul Kenkel and Tom Schoenburger from GBS at several locations. They will be contacting specific locations to set up appointments for inspections to be completed this fiscal year. Direct questions to: Charlotte Carpenter, [ccarpenter@catholiccincinnati.org](mailto:ccarpenter@catholiccincinnati.org), 513.421.3131x2852.

### **PROCESSING 401(K) CONTRIBUTIONS**

Important reminder to administrators! After EACH payroll run at your location, the immediate next step is to log into Direct.53.com to process the contribution file that Paycor sends to Fifth Third. This processing of contributions applies the employee deferral money into their 401 (k) account required by the Internal Revenue Service. These deferrals are the employee's funds taken out each paycheck and must be deposited. This is mandatory and must be accomplished as soon as possible after payroll is processed. The location contribution of 4% of gross payroll to each eligible 401(k) recipient is still processed quarterly. Thank you for your attention to this important detail. Direct questions to: Charlotte Carpenter, [ccarpenter@catholiccincinnati.org](mailto:ccarpenter@catholiccincinnati.org), 513.421.3131 ext. 2852

### **CLARIFICATION ON THE DRIVING POLICY**

**The following Driving Policy previously published in the July Clergy Communications has been updated with corrected wording for the coverage amounts.**

### **DRIVING POLICY**

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

### **RETIREE HEALTH INSURANCE COVERAGE TERMINATED 1/1/2017**

After careful consideration and thorough review, the Health Plan through the Archdiocese of Cincinnati will no longer offer Supplemental Retiree Health Insurance (Anthem/ OptumRx) and Dental Care Plus. This change, effective January 1, 2017 affects current and future lay employee retirees and their spouses, 65 years of age and older. A letter communicating this change has been mailed to the current retirees. In order to make this transition as easy as possible the Archdiocese has selected a highly regarded local company, RetireMed® IQ. Services offered by

RetireMed® IQ include: retiree informational meetings, individual one-on-one health plan advice, assistance enrolling the retirees in a new health plan, annual open enrollment guidance and year-round customer service answering questions and resolving health plan issues. Direct questions to Charlotte Carpenter, [ccarpenter@catholiccincinnati.org](mailto:ccarpenter@catholiccincinnati.org), 513.421.3131x2852.

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

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

- 1) Statement of Activities – Columnar by Entity  
    Select Only Entities with Activity  
    Under Section 1 Choose “Category”  
    Under Section 2 Choose “Account”
- 2) Statement of Financial Position  
    Under Column 1 Choose “YTD Balance:  
    Under Column 2 Choose “YTD Last Year”  
    Under Column 3 Choose “YTD Change”  
    Under Group Section 1 Choose “Level 1”  
    Under Report Form Choose “Detail”  
    Under Report Options Choose “Suppress Zero Accounts”  
    Under Report Options Choose “Print Shortcuts”
- 3) ParishSoft cover page (available on website under Finance Office Documents)

**You must close the fiscal year June 30, 2016 before you submit reports to your pastor, finance council, parish and Archdiocese. The assessments will only be calculated using the “closed” fiscal year.**

The Finance Office will utilize the Statement of Activities – Columnar by Entity report to calculate the General Assessment bill. **This year’s due date was August 31, 2016.**

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.

## **DESIGNATED COLLECTIONS**

As a reminder, if your parish has not yet remitted the funds collected for the various Archdiocesan Designated Collections, please do so as soon as possible. These funds are not the property of the parish and should not be used for operating expenses. Parishes should send the monies collected for Archdiocesan Designated Collections shortly after the collection date to the Finance Office, with the exception of the Mission Sunday Collection which should go to the Mission Office. Thanks for your cooperation.

## **UNPAID PARISH ASSESSMENTS**

Several parishes have unpaid balances from the last general assessment. Consistent with prior years, any unpaid balance as of September 1, 2016 will be converted to an interest bearing note. The loan rate charged to the parish on these loans is 6.5%. It is in the financial best interest of the parish to pay these and avoid the loan interest.

## **INTEREST PAYMENTS ON ARCHDIOCESAN NOTES**

As a reminder, interest paid on Archdiocesan Investment Notes (paid March 15 & September 15) will be paid via an ACH transaction rather than by check. Therefore, in order to ensure that each location's bank account is properly credited, please ensure that the Finance Office has the proper bank account information on file for your location.

## **NEW ASSISTANT CONTROLLER**

Dave Abele has joined the Archdiocese Finance Team on August 1, 2016. Dave holds an MBA from Xavier University and is a Certified Management Accountant with over 20 years of experience serving the Church. Dave will be responsible for reviewing assessments, assisting parishes with ParishSoft and general accounting duties.

Feel free to contact Tom Twilling directly with any questions regarding the Finance Office. He can be reached at 513.421.3131x2850 or [ttwilling@catholiccincinnati.org](mailto:ttwilling@catholiccincinnati.org).

## **From the desk of the Senior Auditor**

Over the next couple months we will review our latest fraudsters.

*Stacy Bowling pleaded guilty to one count of grand theft in the case of embezzling \$45,000 from her employer, St. Albert the Great Catholic Church in Kettering.*

*Montgomery County Common Pleas Judge Michael Krumholtz sentenced Bowling to probation for one to five years, and she's ordered to receive treatment, complete 80 hours of community service work, and pay court costs and restitution of \$45,006.72.*

*Source: whio.com*

Stacy was the Cafeteria Manager responsible for the day to day operation. Stacy had full access to the checking account and was the sole signer on the checks. Her schemes involved writing checks to Capital One and other vendors to pay personal bills, writing checks payable to herself, and unauthorized use of a debit card for personal use.



## **The Fraud**

She prepared and endorsed checks payable to herself, and disguised them by coding them in the ledgers as legitimate payments to vendors and individuals. She coded debit card purchases as legitimate vendor purchases.

## **Discovery**

The fraud was discovered during a routine review of the financial operations of the parish and school by the Audit Group. As part of the review Debbie Wait, Parish Auditor, met with Stacy to discuss financial controls and reporting. Samples of receipts and disbursements were made and supporting documentation was requested. Through subsequent interviews it was discovered that a fraud had been committed. The Audit Group assisted parish staff and the police investigation to determine the extent of the fraud.

## **Red Flags**

- There was no oversight of the bank account.
- Preparer of checks was the sole signer.
- There was no independent review of checks or invoices.
- There was no review of the monthly bank reconciliation.
- The accounting records were not included in ParishSOFT.

## **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 are suggestions that may have accomplished these goals:

We recommend the requiring of dual signatures on check disbursements with the pastor and someone not otherwise handling or recording cash transactions as signers. At a minimum, the pastor may be a sole signature and designate two other management-level parish employees to sign parish checks under a dual signatory arrangement in his absence. (*Document on Temporal Affairs: # 50*). A check should never be signed by an individual staff member.

We recommend that the pastor or his designee review canceled checks on a regular basis. Special consideration should be made to checks with single signatures and checks written to the check writer.

We recommend that all bank statements are 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 bookkeeper, treasurer or business manager 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.

We recommend that all parish and affiliated organizations using the parish's tax ID number should be included in ParishSOFT. ParishSOFT does not allow an individual to change the name on a check without leaving an audit trail.



A debit card allows the purchase to be deducted directly from the Parish checking account. With a debit card the entire bank balance is at risk versus a credit card that has a credit limit. Debit card protection against theft will vary, depending on the card you select. With credit cards, you are liable for only up to \$50 of fraudulent use. But in the case of a lost or stolen debit card, financial loss is limited to \$50 only if you report the theft of your card or PIN code within two days upon learning of it. **For the reasons listed above, we strongly advise against the use of debit cards.**

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

### **CONTRACTS 101**

Contracts 101 is getting a refresher! This October the Property Management Office will offer our revised introduction to construction and facilities contracts from 9:30 a.m. – 12:00 noon followed by lunch and **then a newly added discussion forum open to all individuals who have already taken Contracts 101 will take place from 12:30 p.m. to 3:00 p.m.** Come for the morning, come for the afternoon, or come for both. Sessions will be in Dayton at the Pilarczyk Center (1436 Needmore Rd.) on October 25 and in Cincinnati at the newly remodeled Central Office Conference Center (100 E 8<sup>th</sup> St.) on October 26. If you are a priest, business manager, or facilities manager, you don't want to miss this event! Please register on-line at <http://www.catholiccincinnati.org/ministries-offices/property-management/upcoming-workshops/>. For your convenience, a flyer is also included with this mailing.

## **DEPARTMENT OF HUMAN RESOURCES**

The Department of Human Resources will be conducting educational sessions on the Fair Labor Standards Act (FLSA) and in particular the Department of Labor (DOL) Final Overtime Rule, which is set to take effect on December 1, 2016. The Finance Department will also be available to discuss employee benefits. These sessions are open to pastors, business managers and others who are responsible for wage-hour law compliance and the implementation of the Final Overtime Rule. Specific information regarding these sessions is as follows:

<b>PARISH</b>	<b>ADDRESS</b>	<b>DATE</b>	<b>HALL/ROOM</b>	<b>TIME</b>
St. Ignatius Loyola Church	<a href="#">5222 North Bend Rd. (45247)</a>	Wednesday, September 7, 2016	Hilvert Center	10:00-11:30 a.m.
St. John Church, West Chester	<a href="#">9080 Cincinnati-Dayton Rd. (45069)</a>	Wednesday, September 14, 2016	Pavillion Hall	10:00-11:30 a.m.
Pilarczyk Center, Dayton	<a href="#">1436 Needmore Rd. (45414)</a>	Tuesday, September 20, 2016	Moeddel Room	10:00 -11:30 a.m.
St. Charles Center	<a href="#">2860 U.S. Rte. 127, Celina, Ohio 45822</a>	Monday, September 26, 2016	Gaspar Room	10:30 a.m.-12 noon
St. Thomas More Church, Withamsville	<a href="#">800 Ohio Pike (45245)</a>	Tuesday, September 27, 2016	Parish Dining Hall	2:30-4:00 p.m.

To make a reservation please contact Karen Brannon at 513.421.3131x2860 or [kbrannon@catholiccincinnati.org](mailto:kbrannon@catholiccincinnati.org).

## DEPARTMENT OF LABOR FINAL OVERTIME RULE

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

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

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

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

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

## DEPARTMENT OF PASTORAL SERVICES

### ***FAMILY AND RESPECT LIFE OFFICE (FARLO)*** ***(EFFECTIVE SEPTEMBER 1, 2016)***

With the growing needs and focus on marriage and family the decision was made to split the Family and Respect Life Office into two separate offices. The new *Office for Respect Life Ministries* will be directed by Mrs. Colleen Gerke, formerly the director of the Family and Respect Life Office. The new *Office for Marriage and Family Life* will be directed by Mr. Daniel Thimons. Mr. Thimons comes to the Archdiocese with 11 years of diocesan marriage and family life experience, serving seven years in the Pro-Life, Marriage & Family Office for the

Diocese of Youngstown, and the past four years as director of the Marriage and Family Life Office for the Diocese of Columbus. Colleen Gerke can be reached at [cgerke@catholiccincinnati.org](mailto:cgerke@catholiccincinnati.org) or 513.421.3131x2624. Daniel Thimons can be reached at [dthimons@catholiccincinnati.org](mailto:dthimons@catholiccincinnati.org) or 513.421.3131x2621.

### **NATIONAL DAY OF REMEMBRANCE FOR ABORTED CHILDREN**

Bishop Joseph Binzer will lead prayer for the National Day of Remembrance for Aborted Children on September 10, 2016 at 9:00 a.m. at Gate of Heaven Cemetery. Call Gate of Heaven at 513.489.0300 for more details.

### **PASTORS AND RESPECT LIFE COORDINATORS**

Update your Parish Respect Life (and in some locations where Respect Life is part of Justice & Social Action) contact information by contacting Teresa Kaltenbach (Administrative Assistant) at 513.421.3131x2653 and [tkaltenbach@catholiccincinnati.org](mailto:tkaltenbach@catholiccincinnati.org) or Colleen Gerke (Director) at 513.421.3131x2624 and [cgerke@catholiccincinnati.org](mailto:cgerke@catholiccincinnati.org). Current information is essential for being able to contact you about current issues and events. Please give the name of the organization, committee or commission, the chairperson(s) or president, email, phone number and preferred mailing address.

Our office would like to promote your events. Please send us information as soon as you are able. This month we are collecting events and best practices for promoting Respect Life Sunday taking place on October 2.

If Colleen can be of assistance to you or if you would like to arrange for a visit, please contact Colleen or Teresa.

### **PROJECT RACHEL**

Project Rachel is a Ministry of the Archdiocese that serves anyone who has experienced a loss of a child due to abortion. There are a variety of ways persons can engage in this ministry for healing from a recent loss or a loss that occurred decades ago: one-on-one conversation with a peer, priest or deacon, consultation with a priest (we can accommodate a need for consulting in Spanish), a day of reflection for anyone who has experienced loss (mother, grandparent, father, sibling, friend, etc.), support groups and retreats for mothers who lost their child due to abortion. Contact Colleen Gerke (Director) at 513.421.3131x2624 and [cgerke@catholiccincinnati.org](mailto:cgerke@catholiccincinnati.org) or call the Project Rachel Help Line at 513.784.0531 for information. All conversations and email are confidential.

Current Dates: Retreat in Cincinnati, September 23-25, 2016  
Day of Reflection in North Dayton, November 5, 2016  
(To protect confidentiality, please call or email for details concerning time and locations.)

### **RESPECT LIFE PACKETS**

There has been a delay in mailing out Respect Life packets. They will be coming soon.

## **MARCH FOR LIFE 2017**

The Archdiocese of Washington, DC has not completed its orientation concerning deadlines and procedures at the time of this Clergy Communications deadline. You will receive information through email as soon as possible. Adult-only buses are also a possibility for this year. Call Colleen Gerke if you have any questions.

## **40 DAYS FOR LIFE**

Join us during Respect Life Month for the International Prayer Campaign, “40 Days for Life,” September 28 – November 6, 2016. Please check the websites below for vigil schedules and kick-off information. A flyer is also included with this publication.

Cincinnati: [www.40daysforlife.com/cincinnati](http://www.40daysforlife.com/cincinnati)

Facebook: [www.facebook.com/40daysforlifeCincinnati](https://www.facebook.com/40daysforlifeCincinnati)

Sharonville: [www.40daysforlife.com/sharonville](http://www.40daysforlife.com/sharonville)

Dayton: [www.40daysforlife.com/dayton](http://www.40daysforlife.com/dayton)

## **CATHOLIC AND DIVORCED OR SEPARATED?**

Please join us for a 12-week series with top *Catholic personalities who bring hope and healing, wit and wisdom for finding the peace, power, and passion that may have been lost in divorce*. Catholic author Rose Sweet has written and produced a powerful series featuring divorced Catholic men and women who share their inspiring stories. Too many people stay stuck in their pain and don’t know how to find their way “home.” The CDSG was created to move the divorce or separated Catholic past the pain of divorce. Topics included in the series include shock, denial, fear, anger, depression, loneliness, financial issues, battles in court, custody and visitation, annulment, dating again, marriage, and singleness. Find comfort and counsel consistent with Catholic teachings. The group begins Thursday, September 1 from 7:00 p.m. to 8:30 p.m. at the Parish Office Center (previous rectory next to St. Michael Church), 33 Elm St., Ft. Loramie. Cost of \$25 per person includes a “Personal Survival Guide,” and materials for 12 weeks. Call Rose Meyer at 937.295.2891 or [rose@nflregion.org](mailto:rose@nflregion.org) to find out more information or to register.

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

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

## ***PRIEST PERSONNEL***

## **SAVE THE DATE: SENIOR CLERGY LUNCHEON**

The annual Senior Clergy Luncheon is scheduled for Wednesday, September 28 in the Bartlett Center at the Athenaeum of Ohio, Cincinnati. The luncheon begins at 11:45 a.m. If you have any questions, please contact Fr. Clarence Heis 513.421.3131 x2656.

## ***PRIESTLY FORMATION OFFICE***

### **PARISH ADMINISTRATION WORKSHOP**

The Parish Administration Workshop will have a new format this year, with the majority of speakers from the Central Offices of the Archdiocese. It is scheduled for Thursday, September 29, at the Bainbridge K of C Hall in Dayton. The flyer with more information and registration is included with this issue of Clergy Communications.

### **ONE-DAY CONVOCATION FOR PRIESTS 2016**

It is scheduled for Wednesday, October 5, 2016 at Incarnation Parish, Centerville.

### **FALL RETREAT FOR PRIESTS**

There is a change of venue for the Fall Retreat for Priests this year. It will be at the **St. Anne Retreat Center in Melbourne, Kentucky** from **October 10 – 14, 2016**. This retreat will also have a slightly new format. We intend to have only one retreat conference per day (in addition to Morning Prayer, Mass, and Evening Prayer). We are hoping that this new format will be attractive to priests of the Archdiocese who would like to make a group retreat but have more time for private prayer and rest. Fr. Ryan Ruiz will be our presenter. Look for a flyer in early September.

### **THE GOSPEL WORKSHOP**

This workshop will be on the Gospel of Matthew on Wednesday, November 9 (Cincinnati) and Thursday, November 10 (Dayton). Dr. Edward Sri, of the Augustine Institute, is this year's presenter.

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

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

## ***WORSHIP OFFICE***

### **PRAYING FOR PEACE ON SEPTEMBER 9 AND SEPTEMBER 11**

In response to the racially charged violence in our country, Most Reverend Joseph E. Kurtz, Archbishop of Louisville and USCCB President, is calling for a *Day of Prayer for Peace* in our communities on Friday, September 9, 2016, the memorial of St. Peter Claver. He wrote in a memorandum on July 8, *"In the days ahead, we will look toward additional ways of nurturing an open, honest and civil dialogue on issues of race relations, restorative justice, mental health, economic opportunity, and addressing the question of pervasive gun violence."* This day of prayer is just one way that the USCCB and the Archdiocese will respond to these very concerning issues.

Additionally, two days after the *Day of Prayer* is the 15<sup>th</sup> Anniversary of 9/11, which falls on the 24<sup>th</sup> Sunday in Ordinary Time. In the Archdiocese of Cincinnati, we will extend our prayer for peace to include the 24<sup>th</sup> Sunday in OT as we commemorate 9/11, and recognize the unrest and violence that continues to plague our country and our world. Even though it is a Sunday, Archbishop Schnurr has given permission to use *Roman Missal* texts from Masses for Various

Needs and Occasions: For the Preservation of Peace and Justice. You may also opt to use Eucharistic Prayer for Reconciliation II or Eucharistic Prayer for Various Needs III.

Resources for both the *Day of Prayer for Peace* (9/9) and for the 24<sup>th</sup> Sunday in Ordinary Time (9/11) are available at <http://www.catholiccincinnati.org/ministries-offices/worship/liturgical-prep/>.

During this Jubilee Year of Mercy, may we all take advantage of this opportunity to join other parishes in the Archdiocese and across the country as we pray for the peace of Christ to reign in our hearts, our homes, our parishes, our communities, our nation and our world.

### **ANNUAL LITURGICAL NOTES CALENDAR**

The liturgical notes calendar is posted on the Worship Office website. Please go to: <http://www.catholiccincinnati.org/wp-content/uploads/2016/08/Liturgical-Calendar-notes-2017.pdf>

### **UPCOMING PROGRAMS**

**Adult Cantor Workshop:** Saturday, September 17, 2016, at St. Charles Borromeo Church, Kettering, OH. Presenter: Ms. Mary Bellman. For more information and registration, please go to: <http://www.catholiccincinnati.org/wp-content/uploads/2016/08/Adult-Cantor-Workshop-2016-Flyer.pdf>.

**Lay Leaders of Prayer:** Mondays, September 12, 19, 26, October 3, 17, 24 at St. Vivian Church, Cincinnati, OH. Presenters: Ms. Emily Besl, Fr. Larry Tensi, Fr. Steve Walter, Karen Kane. For more information and registration please go to: <http://www.catholiccincinnati.org/wp-content/uploads/2016/08/Lay-Leaders-of-Prayer-2016-Flyer.pdf>.

**Evenings of Renewal for Extraordinary Ministers of Holy Communion:** Thursday, October 13 at St. George Church, Georgetown; Thursday, October 20, St. John the Baptist Church, Tipp City; and Tuesday, October 25 at St. Monica-St. George Church, Cincinnati. All programs are from 7:00 p.m. – 9:00 p.m.

Presenters: Dcn. David Shea and Karen Kane. For more information and registration please go to: <http://www.catholiccincinnati.org/wp-content/uploads/2016/08/Inspired-Worship-Flyer-WEBOct.pdf>.

### **ANNUAL CALENDAR OF EVENTS**

The Worship Office annual calendar of events is posted on the Worship Office website. Go to: <http://www.catholiccincinnati.org/wp-content/uploads/2016/07/2016-2017-Upcoming-Events1.pdf>.

### **LECTOR WORKBOOKS AND SOURCEBOOKS**

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

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

1-49 copies \$ 10.50 per copy\*

50 + copies \$ 10.00 per copy\*

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

Single copy \$ 11.50 per copy\*

2 + copies \$ 10.50 per copy\*

\* plus shipping and handling

To see other annual publications please visit our website:

<http://www.catholiccincinnati.org/ministries-offices/worship/2012-annual-publications-for-order/>

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

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

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

## **MISSION OFFICE**

### **INVITE PARISHIONERS TO BROADEN THEIR FAITH/MERCY/MISSION**

**HORIZONS - These are the last Two Sojourns of Mercy!** (please cut and paste the following in your bulletin)

- **Sunday, September 18 at 1:00 p.m.** - All are invited to Winton Woods in Cincinnati for the Fulvial Parade and Celebration of Our Lady of Peñafrancia with the Filipino Community, followed by Mass.
- **October 23, 2016, World Mission Sunday Mass at 3:00 p.m.** at St. Benedict the Moor Parish, 519 Liscum Dr., Dayton, 45427. Come celebrate Mass with Bishop Binzer followed by fellowship with local Catholics from the Rwandan, Nigerian, Ghanaian, Korean, Vietnamese, Filipino, Syro-Malabar, Anglo, African-American and Latino communities.

For further info, contact Teresa Phillips at the Mission Office at 513.421-3131 x2632 or [tphillips@catholiccincinnati.org](mailto:tphillips@catholiccincinnati.org).

### **WORLD MISSION SUNDAY, OCTOBER 23 - PARISH PACKETS COMING FROM NEW YORK OFFICE**

To streamline and become more efficient, the national office of the Propagation of the Faith in New York will be sending all our parishes the World Mission Sunday packets with suggestions for your bulletin, Mass and prayer, posters, a DVD, mission stories, etc. If you need more materials and information, please go to their website at [www.IAmAMissionary.org](http://www.IAmAMissionary.org). Basically, these donations go to the Holy Father's Society for the Propagation of the Faith that supports our 1,150 mission dioceses.

If you do not receive these materials or not enough of them from the New York office, contact Melonise Knight at our local Mission Office at 513. 421.3131x 2631.



After the October 23 collection is gathered, please mail to our office your parishioners' Mission Sunday envelopes so they may receive the "Mission" magazine of the Propagation of the Faith. And please send these donations to: Archdiocese of Cincinnati, Mission Office, 100 E. 8<sup>th</sup> St., Cincinnati, OH, 45202 to be properly recorded for the Society for the Propagation of the Faith. THANKS!

Also, some parishes' collections from past World Mission Sundays are still missing. Please check your records and also mail them to the Archdiocese of Cincinnati, Mission Office, 100 E. 8th St., Cincinnati, OH, 45202.

### **PLEASE MAIL IN YOUR MISSIONARY CO-OP PLAN DONATIONS TOO!**

There are some missionary orders or dioceses who have taken up collections in our parishes through the Mission Office's Missionary Co-op Plan (MCP) and who are still waiting for their donations.

Also note: For recording and security reasons, please do not give your parish's MCP collection to the mission guest speaker nor mail your MCP collection to the mission organization, diocese or religious congregation. But send it instead to the Cincinnati Mission office, per above. Your support for our church in mission is much appreciated!

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

(Please cut and paste the following into your bulletin)

#### **Don't Miss The National/International Mission Conference October 28-30!**

**Now is your rare chance** to dialogue with long-and-short term missionaries, mission trippers, and other parish twinnings from around the U.S. and the world. We'll celebrate the many ministries of mission and solidarity of our universal church. In collaboration with your local Mission Office, the United States Catholic Mission Association (USCMA) is holding its annual conference in Cincinnati the weekend of October 28-30. We'll honor our cultural diversities and with many workshops, we'll learn from each other's endeavors for liberation and mission at the National Underground Railroad Freedom Center and at Xavier University. Join us for the entire conference or choose the one-day option. For more information, contact: Dr. Mike Gable, Mission Office, [mgable@catholiccincinnati.org](mailto:mgable@catholiccincinnati.org) or phone 513.421.3131.2630. Subsidies are available.

### **IMMERSION TRIP SUMMIT ON NOVEMBER 12, 2016**

**Notice to pastors and school principals: If your parish or school organizes or leads any immersion trips, please send representatives to this!** Attention parish/school staff and volunteers who plan or lead immersion/service trips with youth, high school and college campus ministers, service coordinators, parish twinning leaders and other trip planners. Come to learn about the most current information from the Archdiocese of Cincinnati directors of Risk Management, Mission, Youth & Young Adult Ministry and Finance on **insurance/liability coverage issues as a parish/school, an individual and an Archdiocesan group, child protection and safety considerations for youth AND adults**, etc. Also, share best/worst practices with your colleagues on the theology of immersion trips! **REGISTER NOW AT:**

[www.catholiccincinnati.org/missionsummit](http://www.catholiccincinnati.org/missionsummit). If you need other details, contact Teresa Phillips at the Mission Office at [tphillips@catholiccincinnati.org](mailto:tphillips@catholiccincinnati.org) or phone 513-421-3131x2632.

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

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

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

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

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

The dynamic duo of music, comedy and inspiration, POPPLE, will be heading up the program at CHOSEN on the evening of **November 5, 2016 at Roger Bacon High School**. Build it into your confirmation program, bring your religion class, send your athletic teams and scouting troops. A special parent track is part of the program. Now’s the time to put it on your fall schedule and plan to bring your middle school, junior high youth and their parents. For more information, please visit the website at [www.catholiccincinnati.org/chosen/](http://www.catholiccincinnati.org/chosen/).

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

#### **2016 LEGAL & LIABILITY WORKSHOP**

For those who are new to ministry, or have not attended a Legal and Liability workshop recently. **September 7 at St. Vivian Parish (Cincinnati) or September 8 at the Pilarczyk Center (Dayton) from 1:00 - 3:30 p.m.** Participants will find answers to the most common questions involving permission and release forms, as well as summaries of our policies on transportation, copyright, our social networking policy, and more. For more information on how to register, please go to [http://www.catholiccincinnati.org/ministries-offices/youth-ministry/adult-training/legal\\_workshop/](http://www.catholiccincinnati.org/ministries-offices/youth-ministry/adult-training/legal_workshop/) Also, check out the Legal and Liability section on our homepage at <http://www.catholiccincinnati.org/ministries-offices/youth-ministry/>.

#### **YOUTH MINISTRY ENRICHMENT DAY WITH DR. BOB RICE, “REVITALIZING THE VISION”**

October 11, 2016 from 9:00 a.m. – 3:30 p.m. at St. John Parish, West Chester. Bob is returning to the Archdiocese to present all that he’s discovered in his doctoral studies on youth ministry: where we’ve been, where we’re headed, dead-ends, fresh opportunities, and most importantly, where to go from here. For more information and registration please go to <http://www.catholiccincinnati.org/ministries-offices/youth-ministry/adult-training/rtv2016/>.

#### **SERVICE/IMMERSION TRIP SUMMIT**

For parish/school staff and volunteers who plan or lead immersion/service trips with youth, high school and college campus ministers, service coordinators, parish twinning leaders and other trip planners: **November 12, 2016, 9:00 a.m. -1:00 p.m.** See the Mission Office section for more details.

## **NATIONAL CONFERENCE ON CATHOLIC YOUTH MINISTRY**

The largest adult conference for Catholic youth ministers in the country will be held **December 1-3, 2016** in San Jose, CA. It is sponsored biennially by the NFCYM in order to help form and transform adults ministering to youth in the Catholic church. There's nothing like celebrating and learning with thousands of other Catholic ministry leaders who are passionate about youth discipleship! For a video and more information, visit [www.nccym.info/](http://www.nccym.info/).

## ***YOUNG ADULT MINISTRY***

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

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

### **THEOLOGY ON TAP "THE UNTOLD STORY"**

Young adults! Come join the Wednesday evening discussion series scheduled for October 5, 12, 19, and 26 starting at 7:00 p.m. each evening at MadTree Brewing, 5164 Kennedy Avenue, Cincinnati, OH 45213. For more information please see the flyer included with this mailing.

## ***FOR YOUR SPRING CALENDAR***

### **2017 YOUTH MINISTERS RETREAT WITH FR. NATHAN CROMLY**

Fr. Nathan Cromly is an extraordinarily gifted preacher and retreat master and founder of Eagle Eye Ministries. He will be leading a retreat for youth ministry leaders from **Monday evening March 6 through Tuesday afternoon March 7, 2017**, at the Our Lady of the Holy Spirit Center in Norwood. Commuters and those desiring overnight accommodations are welcome. Mark your calendars now, with more details on the way in the fall. To learn more about Fr. Nathan and Eagle Eye Ministries, visit: <http://www.eagleeyeministries.org/>.

## ***OFFICE OF EVANGELIZATION AND CATECHESIS***

### **ARCHDIOCESE O.E.C. WELCOMING FOUR NEW STAFF MEMBERS**

As part of a 10-month reorganization process the Office of Evangelization and Catechesis (O.E.C.) has added four new professional staff members. They join Rev. Thomas Wray, O.E.C. Director, and existing O.E.C. Staff in Cincinnati and Sidney, bringing unique qualifications and skill to Archdiocesan discipleship and evangelization efforts in our schools, parishes, families and homes. Current catechetical certification standards remain in effect as the O.E.C. develops a dynamic and responsive new vehicle that will prepare teachers and catechists to share the Catholic faith. Please welcome the following new O.E.C. team members:

#### **Rob Brock: *Coordinator of Discipleship and Certification (Cincinnati)***

Rob has 30 years of experience in IT and project management, most recently with Cintas, Inc. Rob brings years of planning, process development and mentoring to help grow, strengthen, and support disciples on the path toward catechetical certification. Rob has a MA in Theology from the Athenaeum of Ohio where he is also in formation for the diaconate. Rob, a convert to the

Catholic Church, is an active member of St. Cecelia Parish in Oakley where he assists in leading the men's ministry and serves as a catechist, among other activities. He and his wife, Sonja, are parents of two children and live in Mason, Ohio.

**Andrea Patch:** *Regional Coordinator of Digital Evangelization (Cincinnati)*

Andrea has dedicated her career in pastoral ministry to the study and instruction of the Theology of the Body, introduced by Pope St. John Paul II. Most recently Andrea has served as the Director of Religious Education at St. Ann Catholic Church in Cincinnati. Prior to coming to the Archdiocese she served as Assistant Director of Youth and Young Adult Ministry for the Diocese of Sioux City, Iowa. Andrea has a MA in Theology from the Augustine Institute in Denver, Colorado. She is an active member of St. Gertrude parish in Madeira. She and her husband, Jon, are the parents of two daughters and live in Reading, Ohio.

**Danny Schneible:** *Regional Coordinator of Digital Evangelization (Dayton)*

Danny has over 15 years of experience in digital communication, including graphic design, multimedia production and web-based media. In addition, Danny has served as Coordinator of Youth Ministry at Transfiguration Catholic Church in West Milton, Ohio for the past seven years. Danny's skill and expertise combine to make the faith more accessible and will serve to equip parishes and schools to engage in effective evangelization. Danny has a BA in English Literature from Christendom College in Front Royal, Virginia. Danny and his wife, Michele, reside in Shelby County, Ohio and have five children.

**Matt Wielgos:** *Coordinator of Communication (Dayton)*

Matt has worked most recently as the chief communications officer for American Life League, a national pro-life advocacy organization. He has served as executive producer for Cincinnati-based publisher Franciscan Media. He has worked in broadcast as a producer, directed a regional media apostolate and has pastoral experience as director of parish-based youth and young adult catechetical initiatives in various settings. Matt has a BA in Theology and Communication from Franciscan University in Steubenville, Ohio and has pursued master's level coursework in pastoral ministry at Loyola University, Chicago. Matt is an active member of St. Maximilian Kolbe parish in Liberty Township, Ohio. He and his wife, Mary Ella, have six children and live in Fairfield, Ohio.

For more information, please contact Matt Wielgos, Coordinator of Communication at [mwielgos@catholiccincinnati.org](mailto:mwielgos@catholiccincinnati.org).

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

### **CATHOLIC REVIVE RALLY – CANCELED**

It has become necessary to cancel *The Catholic Revive Rally* originally planned for October 29, 2016, at the Cintas Center on the campus of Xavier University. Full refunds will be made to all those who purchased tickets by contacting Mr. Sean Ater at the Archdiocese (513.421.3131 or email [sater@catholiccincinnati.org](mailto:sater@catholiccincinnati.org)). For more information and to see a copy of this cancellation announcement from the Department of Pastoral Life and Evangelization, please [Click Here](#).

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

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

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

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

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

### **ENCOUNTER DAYTON: "SEEK FIRST THE KINGDOM OF GOD" MATTHEW 6:33**

Join high school teens from all over the Miami Valley on September 10 for the second Encounter Dayton ever! We will be at our new home, Chaminade-Julienne High School's auditorium!! Get excited, a night of high energy praise and worship, a great keynote from Deacon David Doseck along with Adoration and Confession! Doors open at 6:30 p.m., and we will start at 7:00 p.m. and end at 10:00 p.m. Be on the lookout for an updated Encounter Dayton website as well! For more information, contact Luke Carey at [lcarey@catholiccincinnati.org](mailto:lcarey@catholiccincinnati.org).

### **ENCOUNTER CINCINNATI**

All high school youth are invited to attend Encounter Cincinnati taking place at the Underground (1140 Smiley Ave. Cincinnati, OH) on Saturday, September 24, 2016.

- 6:30 p.m. - doors open
- 6:45 p.m. - music/event begins
- 7:30 p.m. - keynote and Adoration (Confession and prayer ministry available)
- 9:30 p.m. - small groups (organized by each youth group)
- 10:00 p.m. - dismissal

Encounter gathers teens from parishes and schools from across the Cincinnati area (and beyond) for an evening of worship, dynamic talks, Eucharistic Adoration, and the opportunity for Confession, and fellowship. For more information about Encounter, please visit [www.encountercincinnati.org](http://www.encountercincinnati.org) or contact Luke Carey at [lcarey@catholiccincinnati.org](mailto:lcarey@catholiccincinnati.org).

### **BUILD CATHOLIC IDENTITY AND A CULTURE OF DISCIPLESHIP AT YOUR CATHOLIC SCHOOLS WITH A SCHOOL OF FAITH**

Lifelong education and formation in missionary discipleship is very important for our Catholic School teachers. These individuals are ministers of the faith, or catechists, and "The call to the ministry of the catechist is a vocation, an interior call, the voice of the Holy Spirit. (NDC 54.8)."

It is for this reason that Archbishop Schnurr has endorsed the School of Faith and invited them to minister in the Archdiocese of Cincinnati. School of Faith is a program of adult catechesis designed to provide doctrinal and spiritual formation for Catholic school teachers,

administrators, spiritual mentors and individuals. Its purpose is to lay the theological foundation upon which an authentic Catholic culture can be developed. It is comprehensive in its content, but always with the goal of explaining the faith in a simple and engaging way.

The mission of School of Faith will be to provide ongoing doctrinal and spiritual formation for Catholic school teachers in the Archdiocese of Cincinnati through catechetical programs that stress the call to prayer, virtue, and holiness of life. This formation not only benefits the teachers themselves, but also equips them to build a solid Catholic environment in our Catholic schools.

The School of Faith is currently ministering in the following schools:

- St. Ignatius Loyola
- St. James, White Oak
- St. Andrew/St. Elizabeth Ann Seton
- Purcell Marian High School
- St. Jude
- Our Lady of the Visitation

We are currently looking for three new schools to begin the School of Faith in the 2017-2018 school year. For more information on the School of Faith, go to [www.schooloffaith.com](http://www.schooloffaith.com) or contact John Leyendecker at [john@schooloffaith.com](mailto:john@schooloffaith.com).

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

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

### **Contagiously Catholic Parish Alliance**

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

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

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

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

The cost for the Parish Alliance is being paid through the annual Catholic Ministries Appeal and is therefore free to parishes. A Parish Alliance will require a significant commitment of time,



energy, and personnel. We can only work with a select number of parishes at this time, so it will be very important that parishes are prepared and informed.

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

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

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

### **FOCUS SHARE**

Within the Archdiocese of Cincinnati, Archbishop Schnurr has granted permission for FOCUS Share – a parish-based evangelization effort connected with FOCUS (Fellowship of Catholic University Students). The goal of FOCUS Share is to offer a message of hope and tell the story of missionary activity with the Catholic faithful – stories of conversions, vocations, and the ways in which the Holy Spirit is changing the lives of young men and women on campuses across the United States. **There is no financial request or second collection;** instead the FOCUS priest comes to share good news, gather prayer intentions, and offer free evangelization resources.

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

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

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

### **NEW EVANGELIZATION REFLECTION**

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

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



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

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

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

## **DEPARTMENT OF COMMUNITY SERVICES**

### ***CATHOLIC CHARITIES OF SOUTHWESTERN OHIO***

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

Join Catholic Charities for its Centennial Celebration honoring 100 Champions of Mercy from across the community. The Awards Dinner will be held on Saturday, October 1 at the Cintas Center on Xavier University's campus. The evening begins with a basket raffle preview at 6:00 p.m. and cocktails followed by dinner at 7:00 p.m. Reserve your seat by September 1 by going to [www.ccswoh.org/centennial](http://www.ccswoh.org/centennial). Go to <https://ccswoh.org/2016-honorees/> to see if someone from your parish will be honored.

#### **LOVE THY NEIGHBOR - SHARING GOD'S MERCY**

Monsignor Ray East, pastor of St. Teresa of Avila parish in Washington, DC, will bring a joyous presentation of song and word for nourishing all souls with dignity and their bodies with food at 7:30 a.m., Tuesday, September 27 at St. Francis-Xavier Jesuit Parish Center downtown. A hot buffet breakfast will be served. Cost is \$20. Purchase your tickets online at <https://catholiccharitiesspeaks.eventbrite.com> or send your check to Catholic Charities Southwestern Ohio, 7162 Reading Road, Suite 600, Cincinnati, OH 45237 by September 20. Please note that the check is for "Love thy Neighbor."

#### **REFUGEE ITEMS NEEDED**

Catholic Charities will close out the fiscal year for our Refugee Resettlement program in September and we expect to have settled close to 350 refugees. We saw a large increase in new arrivals in July and August. We are always looking for household items, but as a result of this increase, we are in desperate need of the following items: New pillows, new or slightly used pots, pans, glassware, full and twin sized bedding. Would your parish consider collecting these?

#### **WHITE MASS**

Recognize a caregiver at the annual White Mass taking place on Sunday, November 6 at the 11:00 a.m. Mass at St. Peter in Chains Cathedral by nominating them at <http://www.stpeterinchainscathedral.org/White-Mass> by September 5. The person can be someone who works or volunteers in a healthcare facility, or even someone who cares for a

loved one. Even though the recognition takes place within a Mass, all are welcome and the caregiver need not be Catholic.

## ***CATHOLIC SOCIAL ACTION OFFICE***

### **ARCHDIOCESAN MASSES FOR PEACE IN OUR COMMUNITIES: SEPTEMBER 9**

On Friday, September 9, the Feast of St. Peter Claver, the U.S. Catholic Church will mark a Day of Prayer for Peace in Our Communities in response to the racially motivated violence impacting many of our local communities. The Archdiocese of Cincinnati will recognize this day with two archdiocesan-wide Masses: one celebrated by Archbishop Dennis Schnurr at the Church of the Resurrection (1619 California Ave., Cincinnati 45237) at 9:30 a.m. and one celebrated by Bishop Joseph Binzer at Precious Blood Church (4961 Salem Ave., Dayton 45416) at 8:30 a.m. Please join us at one of these Masses to pray for racial justice, peace and healing. As a U.S. Catholic community, may our unified prayers this day strengthen our efforts to advance race relations, restorative justice, mental health, economic opportunity and an end to pervasive gun violence. For a flyer, visit [www.catholiccincinnati.org/socialaction](http://www.catholiccincinnati.org/socialaction).

### **MINISTERING IN THE MERCY MODE: SEPTEMBER 27**

Msgr. Ray East of the Archdiocese of Washington DC will bring a joyous presentation of song and word for nourishing all souls with dignity and their bodies with food when he visits the Archdiocese of Cincinnati Tuesday, September 27.

Msgr. East will speak on *Ministering in the Mercy Mode* as part of the annual Distinguished Speaker Series held this year at St. Francis of Assisi Church, 6245 Wilmington Pike, Centerville. Catholic Social Services of the Miami Valley, the Archdiocesan Catholic Social Action Office and Weavers of Justice, a Dayton-area social justice collaborative of parishes and Catholic organizations, sponsor the meal and speaker program.

Event proceeds will benefit Catholic Social Services' Choice Food Pantry and Family Stabilization & Support programs. A light dinner will be served at 5:30 p.m. A suggested donation of \$10 is asked for the dinner. Sponsorships are available by calling Laurie Cornett Cross at 937-223-7217. Msgr. East's presentation is free.

This program will address two priority issues adopted by Weavers of Justice - helping us to grow beyond racial bias and improving food access in Dayton. For more information about the Distinguished Speaker program, contact Pam Long at [plong@catholiccincinnati.org](mailto:plong@catholiccincinnati.org) and 937.224.3026x5018 or Laurie Cornett Cross at 937.223.7217x1141 or [lcross@cssmv.org](mailto:lcross@cssmv.org). For reservations and more information, please call 1.800.300.2937x1141. Students are welcome to attend the event at no charge.

Msgr. East will also make a presentation at a breakfast in Cincinnati from 7:30 a.m. to 9:00 a.m. at Saint Francis Xavier Church - 607 Sycamore Street Jesuit Parish Center, Cincinnati, OH 45202 Cost is \$20. RSVP by September 20, 2016 at <https://catholiccharitiesspeaks.eventbrite.com>.

## **CIVILIZE IT: FAITHFUL CITIZENSHIP IN THE YEAR OF MERCY PRESENTATIONS**

“In this Year of Mercy, what does mercy look like during an election season?”

Civilize It is a non-partisan response developed in the Archdiocese and designed to guide Catholics on how they can be civil and engaged during this election year while responding to Jesus’ call to love our neighbor. The presentation will look at how the Church forms its conscience through Scripture and Church teaching as articulated in the U.S. bishops’ statement, *Forming Consciences for Faithful Citizenship*. It will strengthen Catholics to call for more civility and clarity in electoral politics and from each other.

The Catholic Social Action and Family and Respect Life Offices will be offering “Civilize It: Faithful Citizenship in the Year of Mercy” presentations throughout the Archdiocese in August, September and October. Ones that are currently scheduled include:

- **Maria Stein:** The Shrine of the Holy Relics, 2291 St. John Road, Maria Stein, will host a Civilize It program on Tuesday, September 13, beginning at 6:30 p.m. Contact Pam Long for more information at 937.224.3026 or [plong@catholiccincinnati.org](mailto:plong@catholiccincinnati.org).
- **St. Martin Deanery:** St. Michael Parish in Mount Orab (220 S High St, Mount Orab, OH 45154) will host a Civilize It program on Monday, September 19, at 7:00 p.m. Contact the Catholic Social Action Office at 513.421.3131x 2660, or [csa@catholiccincinnati.org](mailto:csa@catholiccincinnati.org).
- **Cincinnati (East):** Sponsored by St. Anthony, St. Cecilia, St. Margaret/St. John and Nativity of Our Lord Parishes, join us on Tuesday, September 22, at 7:00 p.m. at Lighthouse Community School (6104 Desmond Street, Cincinnati, 45227). Contact Catholic Social Action Office at 513-421-3131, ext. 2660, or [csa@catholiccincinnati.org](mailto:csa@catholiccincinnati.org).
- **Cincinnati (West):** St. Teresa Little Flower (5560 Kirby Road, Cincinnati, 45239) will host a program on Thursday, September 29, 7:00 p.m. Contact Catholic Social Action Office at 513-421-3131, ext. 2660, or [csa@catholiccincinnati.org](mailto:csa@catholiccincinnati.org).
- **Cincinnati (North):** Good Shepherd (8815 E. Kemper Road, Montgomery, 45249) will host a special program on Wednesday, October 12, at 7:00 p.m. This presentation will include a keynote from John Carr, Director of the Initiative on Catholic Social Thought and Public Life at Georgetown University.

For more information, please visit the “Faithful Citizenship” page at the Catholic Social Action Office website: [www.catholiccincinnati.org/socialaction](http://www.catholiccincinnati.org/socialaction).

### **ST. MARTIN DEANERY FARM MASS: SEPTEMBER 16**

Archbishop Dennis Schnurr will preside at the St. Martin Deanery Farm Mass on Friday, September 16 at 7:00 p.m. at the farm of Tony and Carol Burwinkel located at 7736 State Route 132, Blanchester, OH. The Mass will be held on the farm rain or shine. If possible, please bring a lawn chair and a snack to share. St. Columbkille Parish in Wilmington is the hosting parish.

## **STATIONS OF MERCY FOR THE LAND AND ITS PEOPLE**

On Sunday, October 23, St. Martin Deanery Catholic Rural Life will sponsor a very special program for the Year of Mercy. Starting at 3:00 p.m., a procession will visit the historic and naturally beautiful sites on the grounds of the Brown County Ursulines in St. Martin, Ohio (Brown County) as we reflect on the care for God's creation and the legacy of those who have cared for it in the past. Those who wish to participate should come to the chapel at 20860 State Route 251, St. Martin, Ohio 45118, where the outdoor procession will start. The event will be held rain or shine and vehicles will be provided for those who may not be able to walk around the grounds. The Ursuline Archives will be open from 2:00 p.m. to 2:45p.m. The program will conclude with Benediction, followed by snacks. For more information, call Patrick Hornschemeier 513.752.0647 or Marilyn Fryer 937.515.9075.

## **DEPARTMENT OF STEWARDSHIP**

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

*Sharing Blessings, Changing Lives*

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

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

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

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

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

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

### **NEED TO REENERGIZE, REFRESH, OR RETHINK YOUR STEWARDSHIP 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**

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

Support the Holy Hour for vocations to the priesthood at Mount St. Mary's Seminary on Sunday, September 11, 2016 from 5:00 p.m. – 6:00 p.m. in the Chapel of St. Gregory the Great at Mount St. Mary's Seminary, located on the Athenaeum campus in Cincinnati at 6616 Beechmont Avenue, Cincinnati, Ohio 45230. Research shows that prayer plays a critical role in a man's

decision to become a priest. And where you find growing seminarians – you also find steadfast prayer by the faithful. What can YOU do to promote the priesthood? Pray! For more information call 513.231.2223 or visit [www.athenaeum.edu](http://www.athenaeum.edu).

**Please submit articles for the October *Clergy Communications* by September 22, 2016.  
Thank You.**

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

## BULLETIN ANNOUNCEMENT SHEET

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

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

**ANDREW DINNERS** - This Fall we are continuing the Andrew Dinners for high school age men to learn more about discernment and the priesthood. The dinners run from 5:30 p.m.- 7:30 p.m. They will be held at St. Henry Parish in St. Henry on Wednesday, September 21, St. Mary Parish, Bethel on Tuesday September 27, and Carroll High School, Dayton on Thursday, September 29. Please be sure to invite men to this dinner and let the Vocation Office know how many men will be coming two days before the event.

**DISCERNMENT RETREAT FOR MEN** - The Vocation Office will be hosting a discernment retreat for single men aged 18-30 at the Holy Spirit Center starting Friday evening October 14 and ending Sunday, October 16. The retreat will be an opportunity to be quiet with the Lord and listen for God's call. There will be no charge for the retreat. To register, contact the Vocation Office or register online at [cincinnati vocations.org](http://cincinnati vocations.org).

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

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

*Prayer/Reflection:*

Gracious Lord, we implore you to guide our minds and open our hearts to do Your will during this season of harvest and always. Amen.

*Quote from the Holy See:*

“As stewards of God’s Creation, we are called to make the earth a beautiful garden for the human family. When we destroy our forests, ravage our soil and pollute our seas, we betray that noble call.”

- Pope Francis, *Apostolic Journey to Sri Lanka and the Philippines, January 2015*

*Care for Creation Tip:*

Conserve water. As an example: when washing or shaving, partially fill the sink and use that water rather than running the tap continuously. (This saves about 60% of the water normally used.) Use short bursts of water to clean razors.

Contaminated drinking water is a major problem throughout the world. Almost one billion people worldwide do not have access to safe water. About 1.8 million children die every year due to diarrheal diseases. Responding to the Corporal Work of Mercy, “Give drink to the thirsty,” the Sisters of Notre Dame de Namur support an international effort, called the Clean Water Project. The program provides the opportunity for students and parents to bring clean water to the people in Africa and Latin America whom the Sisters serve. You can learn more and find out how to support this work at <http://www.sndohio.org/our-work/Clean-Water-Project.cfm>.

Religious people believe in the Golden Rule (“Do unto others as you would have them do unto you.”) The Golden Rule should be applied to future generations as well as to our own generation.