



“Know Christ, Seek the Will of the Father, Walk in the Spirit.”
-Bishop Samuel Aquila

God's Gift Appeal Leadership Manual 2012

Print additional copies online at www.fargodiocese.org/stewardship



**OFFICE
OF THE
BISHOP**

DIOCESE OF FARGO

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January 2012

My Dear Friends in Christ,

As we begin the 2012 God's Gift Appeal, I offer my gratitude to you, the pastors, lay leaders and volunteers, who give so much of your time and talent toward the Appeal. Your leadership educates the faithful about the valuable services and programs supported by the God's Gift Appeal. You also play a significant role in helping people understand their own need to return a portion of their treasure in thanksgiving for what God has given them.

I am thankful for the generosity shown toward the 2011 Appeal. Based on the percentage of Catholic households who participated, there is still a great need to educate the faithful about the call to stewardship and the unity between the diocesan Church and the individual parishes.

The promotional materials for the 2012 God's Gift Appeal bring us one step closer to a successful appeal. It is you, the clergy and faithful in the parishes, who will be most effective in communicating the theme of serving one another through stewardship. Thank you for sharing the message of grateful stewardship in your parish community.

I encourage you to meditate upon the following vision as you pray for guidance with the 2012 God's Gift Appeal.

***"Know Christ, Seek the Will of the Father, Walk in the Spirit."
-Bishop Samuel Aquila***

May the blessings of our Lord Jesus Christ be with you.

Sincerely yours in Christ,

Most Reverend Samuel J. Aquila
Bishop of Fargo

GOD'S GIFT APPEAL LEADERSHIP MANUAL

Table of Contents

INTRODUCTION	3
DIOCESAN GOALS	4
LEADERSHIP ROLES	5 - 6
APPEAL TIME TABLE AND OUTLINE	7
CALENDAR OF EVENTS	8 - 9
STEWARDSHIP PRAYER	10
BEST PRACTICES	11
PULPIT PRESENTATIONS	12- 17
SAMPLE PASTOR LETTERS	18 - 19
SAMPLE PETITIONS	20
BULLITAN ANNOUNCEMENTS	21
DIOCESAN DISPERSAL BUDGET	22-25
PLEDGE PAYMENT INSTRUCTIONS	26
SAMPLE PLEDGECARD	27

INTRODUCTION

The Catholic Church of Fargo in Eastern North Dakota is:

85,229 Catholic people (The Official Catholic Directory, 2011)
26,637 Catholic households
132 Parishes and Missions

We, the faithful members of the Diocese of Fargo, represent all ages, ethnic and economic backgrounds. We are truly one in faith as members of the body of Christ. Every aspect of our lives is a gift. We express our gratitude for these gifts by living out our faith and growing in the sacraments. We are one, holy, Catholic and apostolic Church. Everything we have, indeed our very being, is a gift from our loving Creator. In praise and thanksgiving we choose to return a generous portion of these God given gifts to Him by living in a manner that reflects Christ to the world.

“Know Christ, Seek the Will of the Father, Walk in the Spirit.”

-Bishop Samuel Aquila

Just as your parish depends on financial support from their members through weekly offerings, so too does the diocese rely on financial support from every parish. The support of the ***God’s Gift Appeal*** provides over 56% of the annual funding to 44 different ministries that serve all parishes. The 2012 ***God’s Gift Appeal*** allows each Catholic household to further the mission of the diocesan Church.

The ***God’s Gift Appeal*** invites every Catholic to participate in this evangelization mission. By making an annual pledge, the Lord’s mission will be furthered.

Please familiarize yourself with this manual. On page 7 you’ll find an outline and timetable for the ***God’s Gift Appeal***. A job description will help you organize and accomplish your leadership duties.

The ***God’s Gift Appeal*** will:

- **Reach every Catholic** in the diocese.
- **Maximize pledges by making them payable over a period of 8 months.**
- **Increase participation** through the online giving link <http://www.fargodiocese.org/stewardship>.

The God’s Gift Appeal staff is here to support you. **A successful Appeal depends on you, the parish leadership and chair people.** Create a positive and energetic environment. Highlight the three aspects of stewardship, Time, Talent and Treasure and you will make the 2012 God’s Gift Appeal successful.

We are grateful that you have answered the call to be an instrumental piece to this appeal. Please know, that the Diocese office of Stewardship and Development is here to assist you and help in any way we can. If you have any questions, need further clarification or information, please contact us.

Steve Schons, Director of Stewardship and Development

(701) 356-7926 – office

(701) 361-9757 – cell phone (anytime before 10pm)

Email at steve.schons@fargodiocese.org

GOD'S GIFT APPEAL 2012 - DIOCESAN GOALS

**2012 God's Gift Appeal Goal
\$2,669,436**

**The desired participation goal for all parishes is 100%.
The desired amount of giving for families is 1% of their
annual income.**

**Further information regarding parish goals and pledge
amounts can be found online at
<http://www.fargodiocese.org/stewardship/>.**

GOD'S GIFT APPEAL LEADERSHIP ROLES

Diocese Staff

- Appeal Plan and Timetable.
- Appeal Brochures, Pledge Cards, Posters, Return Envelopes, etc.
- Providing technical support and information.
- Receiving, recording and posting all gifts quickly and accurately. This enables parishes to have current God's Gift Appeal totals.

PASTORS

- Implementation of the Appeal plan in your parish.
- Setting the pace and the tone of the Appeal to optimize results.
- Making the **Kick-Off Weekend**, February 4-5, message presentation to your parishioners.
- Showing **Bishop Aquila's GGA DVD** either on February 4-5 or February 11-12 in the church proper where Mass is said and during the weekend Masses.
- Recruitment of a lay speaker(s) for **Education Weekend**, February 11-12.
- Include Petition prayers at Mass for the success of God's Gift Appeal. (See page 27).
- On **Commitment Weekend**, Feb.18-19 using pulpit presentation #3 on page 16, encourage all parishioners to consider a generous gift in gratitude for all that the Lord has given them.
- Using the sample letters in this manual that are appropriate for each phase of the Appeal, *or* compose your own using the samples as a guide.
- Encouraging all parish members make a pledge over a period of 8-12 months. Budgeting often produces a more substantial gift.
- Promoting the use of the pre-printed pledge card and response envelopes. Accurate posting of pledges reduces costs, follow-up mailings and ensures that your parish gets proper credit.
- Being familiar with services made available as a result of the God's Gift Appeal. People invest in what they understand.
- Delivering announcements and campaign updates during the active phase of the Appeal, from your pulpit and weekly bulletin. (See sample bulletin announcements page 21.)

PARISH SECRETARY

- Fulfilling campaign requests as directed by the pastor.
- Forwarding pledge envelopes to the chancery.
- Coordinate weekly activities with your Pastor, General Chairperson and Parish Volunteers and to ensure the successful completion of your God's Gift Appeal.
- Ordering additional materials from the Office of Stewardship & Development, e.g. brochures, pledge cards, envelopes, etc. (701-356-7934 – Andrea Marihart.)
- Placing extra pledge cards and response envelopes in the pews for your parishioners' convenience each weekend beginning on **Commitment Weekend**.
- Including a petition in your *Intercessory Prayers* for all Masses during the God's Gift Appeal pledge drive as well as in your weekly bulletin (for suggestions see page 27.)
- Mailing your parishioners' completed pledges and envelopes to the Diocesan Finance Office each week during the Appeal campaign. Use the 8½ x 11½" or 10x13" self addressed *Tyvek* envelopes. Fargo parishes may have a volunteer courier.

GENERAL CHAIRPERSON(S)

- Assisting the pastor during the Appeal and coordinating volunteers.
- Making the Lay Speaker Pulpit Presentation on **Education Weekend**, February 11-12, if requested by the pastor. **Lay testimony is very effective.**
- Making your personal pledge in the early stages of the Appeal. Actions evangelize!
- Encourage all parishioners to consider a generous gift in gratitude for all that the Lord has given them.
- Recruiting and coordinating volunteer leadership, conduct meetings to coordinate the Appeal effort, and account for all informational materials and posting the appeal posters appropriately in the church.
- Communicating with pastor, parish leaders and volunteers the progress of the Appeal.
- Ensuring that every individual and family in the parish has an opportunity to participate.

PARISH VOLUNTEERS

- **Being familiar with all Appeal materials:** *DVD, posters, brochures, pledge cards and envelopes.* Make yourself available after weekend Masses to answer God's Gift Appeal questions. Explain how to fill out pledge cards or any other tasks as assigned by the general chair. **Assisting the priest with the Bishop's DVD showing during all the weekend Masses.** The DVD effectively describes what a gift to our diocese does. All parishes will receive a DVD. Duplicates are available upon request.
- Repeating successful parish activities from past Appeals, e.g., phone/house calls, etc.
- Assisting the pastor, general chairperson(s) and parish secretary during the Appeal.

APPEAL TIMETABLE AND OUTLINE

The initial God's Gift Appeal invitation letters, from Bishop Aquila will be mailed to every household in the Diocese of Fargo February 13-17th. Next, the **Kick-Off Weekend** and **Education Weekend** pulpit presentations take place. Reference the checklist of important dates which are indicated the calendars on pages 17-18.

Please use the God's Gift Appeal sample pulpit presentations on the following pages of this Manual for ideas and suggestions for presentations to be made at Mass.

- January 18th-21st** Initial mailing to all parishes of God's Gift Appeal materials:
- GGA 2012 Manual, Posters, Goal Charts, Brochures, extra pledge cards and envelopes.
- February 4th-5th** **Kick-Off Weekend** – Pastor or Celebrant to speak at all Masses
(Use *Pulpit Presentation #1 on page 13 as a guide* **OR** show Bishop's DVD in church proper during Mass).
- February 13th-17th** **Diocesan-wide GGA mailing to every registered household includes:**
- Personalized Appeal Letters from Bishop Aquila
 - Personalized Pledge Card and Return Envelope with Appeal Brochure
- February 11th-12th** **Education Weekend** Lay Leader(s) to speak at all Masses.
(Use *Pulpit Presentation #2 on page 14 as a guide* **OR** show Bishop's GGA DVD in church proper during Mass).
- Place additional brochures in pews and at church entrance(s).
- February 18th-19th** **Commitment Weekend** Pastor or Celebrant to speak at all Masses.
(At all Masses, use *Pulpit Presentation #3 as a guide on page 16*).
- Place extra Appeal pledge cards and return envelopes in pews and entrances.
 - Volunteers set up after all Masses to meet with parishioners who have questions or need assistance.
- February 25th-26th** **1st Follow-up Weekend** Pastor or Celebrant to speak at all Masses.
(At all Masses, use *Pulpit Presentation #4 as a guide on page 17*).
- Place extra Appeal pledge cards and return envelopes in pews and entrances.
- March 3rd-4th** **2nd Follow-up Weekend** Pastor or Celebrant to speak at all Masses.
(At all Masses, use *Pulpit Presentation #5 as a guide on page 17*).
- Place extra Appeal pledge cards and return envelopes in pews and entrances.
- March 7th** Pastors send ***Pastor's Follow-up Letter*** to the GGA Office this week.
- March 19th** Diocese sends Pastor's follow-up letter to all non-contributors.
- April 23rd** Diocese sends Bishop's follow-up letter to all non-contributors.

January 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
God's Gift Appeal Materials mailed to all parishes this week						
22	23	24	25	26	27	28
29	30	31 Prepare Bulletin and Pulpit announcements for Kick Off weekend				

February 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Show DVD in the church proper where Mass is being said during the Masses. ↓			1 Test Preview Bishop's DVD for viewing	2	3	4 Kickoff Weekend <i>Show Bishop's GGA DVD today at Mass AND Use Pulpit Presentation 1</i>
5 Kickoff Weekend <i>Show Bishop's GGA DVD today at Mass AND Use Pulpit Presentation 1</i>	6 Prepare Bulletin and Pulpit announcements for Education weekend	7	8	9	10	11 Education Weekend <i>Show Bishop's GGA DVD today at Mass OR Use Pulpit Presentation 2</i>
12 Education Weekend <i>Show Bishop's GGA DVD today at Mass OR Use Pulpit Presentation 2</i>	13 Prepare Bulletin and Pulpit announcements for Commitment weekend	14	15	16	17	18 Commitment Weekend (ex. page 16)
Diocese-wide God's Gift Appeal Bishop's Letters and Personalized Pledge Card mailed to all registered households this week.						
19 Commitment Weekend (ex. page 16)	20	21	22 Ash Wednesday	23	24	25 1st Follow-up Weekend <i>Use guide on pg. 17</i>
26 1st Follow-up Weekend <i>Use guide on pg. 17</i>	27	28	29			

March 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3 2nd Follow-up Weekend Use guide on pg 17
4 2nd Follow-up Weekend Use guide on pg. 17	5	Pastors, send your <i>Follow-up Letters</i> to the Diocese by March 7th <i>(Choose from samples on pages 18 & 1, or compose your own).</i> Email andrea.marihart@fargodiocese.org, or fax: (701) 356-7998			9	10
11	12	13	14	15	16	17
18	19	Diocese mails your <i>Pastor's Follow-up Letter</i> on your parish letterhead to your parishioners				24
25	26	27	28	29	30	31

April 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Palm Sunday	2	3	4	5 Holy Thursday	6 Good Friday	7 Easter Vigil
8 Easter Sunday	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
April 23 - 27: Diocese mails <i>Bishop's Follow-up Letter</i> to all non-contributors this week.						
29	30					

Stewardship Prayer

Almighty God, we pledge our trust in You. Guided by Your Spirit, we respond to Your call for stewardship.

We receive Your gifts gratefully. We profess to be your disciples. Let us lovingly share these gifts with others and return them to You, Lord.

Almighty God, may the good works You have begun in us bring hope to others. We pray that the gifts of time, talent and treasure will bring fulfillment to all Your children. We ask this through Jesus Christ our Lord.

Amen

Best Practices for Enhancing God's Gift Appeal Results

1. Pray the GGA stewardship prayer regularly at mass or make the prayer card available in the pews.
2. Show the GGA DVD – in its entirety - at the Masses on the designated dates. All Catholics should be granted the opportunity to hear Bishop Aquila and the message he conveys.
3. Include GGA as part of the prayer intentions at Masses.
4. Take the time as a priest &/or the parish GGA chairperson(s) to go to lunch and visit about the specific plan of action for the parish's GGA appeal & the parish's overall stewardship efforts.
5. Place GGA posters and pledge cards in a prominent place to convey the stewardship message.
6. Show your parish's GGA progress towards goal via a visible graph that shows both dollars pledged and household participation. (The diocese is providing you with a goal chart)
7. Formulate a strong focused follow-up program utilizing the parish control forms that can be attained from the Stewardship and Development office.
8. Recruit a parishioner to testify on how the GGA cumulative contributions make possible a program they've used and how it has changed their life.
9. Share your personal witness of pledging to the GGA (share amount or reason – whatever is most effective in your parish).
10. Conduct a calling campaign – either via phone or in person both thanking them for past support and asking for participation in the current GGA campaign.
11. Suggest the payment plan or on-line giving, which may broaden a participant's gift or open their mind to participation. (Unique gifts can also be considered such as stock, grain, livestock, etc.).
12. Making a personal pledge before asking others will positively engage your effective leadership skills.
13. Emphasize that the God's Gift Appeal DVD (Bishop Aquila's message) can be viewed again at <http://www.fargodiocese.org/stewardship/godsgift.htm>.

PULPIT PRESENTATIONS

Please, use your own words and examples. Remain faithful to the theme of the appeal.

The Appeal is a diocesan ministry campaign. The Appeal's success is directly related to how you define the connection between your parish and the Diocese of Fargo.

Definition of a Good Steward – Good stewards generously return a portion of all God has given to them, as “*Good Stewards of God’s Grace.*” They contribute to the ongoing building of His kingdom on earth. As good stewards, we work towards the fullness of His life for us by giving of our ‘first fruits.’ *Our goal is scriptural tithing, 10%* of the first fruits. (cf. Gen 14:17-20).

Here is a suggested formula for distributing tithes:

- 5% to the parish
- 4% to charitable interests that support Catholic teaching
- 1% to the Diocese of Fargo

The faithful want to know about tithing guidelines...so ask them to look at what they are giving now... then you, very kindly, ask them to move closer to where they ought to be.

PULPIT PRESENTATION #1

Kick-Off Weekend February 4th - 5th

(To be delivered by the **Pastor** in each parish/mission)

Editor's note: Take from this suggested presentation the key ideas to create your presentation.

The God's Gift Appeal is our Diocese of Fargo's annual request to support the 44 diocesan outreach ministries. These ministries provide services to all Catholics throughout the 132 parishes in Eastern North Dakota. Every parishioner and by extension thereof, every parish is being asked to participate in the appeal with a stewardship gift of 1% of income. The combined strength of all parishes will ensure that our diocese can continue to help those most in need - and do so with the greatest efficiency and effectiveness.

Every parish receives diocesan services. To achieve the parish goal, all households are asked to participate. If every family participates we will easily make our goal. I'm asking you to participate – to respond to God's call. Trust fully in God's providential blessings.

Our Church teaches the tradition of scriptural tithing – returning to God 10% of our first fruits or 10% of our income. The suggestion is 5% of our income to our parish, 4% to charities that support Catholic teaching and 1% to our diocese.

The amount given is different for each household. If you have not given in the past, then I humbly ask that you to begin this year. If you are not giving 1% of your income to our diocese but instead 2/10ths of one percent, please consider going to 3/10ths or 4/10ths of 1% this year. With incremental increases you will soon be contributing a full 1%... and more importantly, you'll discover the abundance of God's generosity as you obediently follow His precepts.

God blesses all of us with life, the gift of faith, health and family. He continually sustains our earthly journey. In gratitude and thanksgiving to God, we desire to return to Him a generous gift. All are called to participate. The widow's mite teaches us this. I ask that you make a pledge to this year's God's Gift Appeal. Spreading your gift over the next 8 months permits you to make a larger gift and still manage your household budget.

I know that everyone's situation is different. We need to trust in God. Please, prayerfully reflect on the blessings that God has bestowed upon you. Your decision is between you and God.

God's Gift Appeal is important to our parish and our diocese. You will hear more about the Appeal next week. **Education Weekend** is February 11th and 12th. I humbly ask you to open your hearts to the Holy Spirit. In gratitude, become aware of the many good works happening throughout the diocese.

When we act together, as members of the one family united in Christ's love, we do great things. May God bless you for your faith, trust and generosity. Help yourself, help your neighbor; support God's Gift Appeal.

Pulpit Presentation #2
Education Weekend February 11th - 12th
(Introduction by Celebrant)

In conjunction with my homily today, I have asked (Parishioner's Name) to share his/her thoughts regarding the annual God's Gift Appeal. I am grateful that he/she is leading this united effort. We are confident that with the strong support of each household, [Parish Name] will successfully achieve our parish goal.

Please welcome, (*Name of Lay Speaker...Lay person approaches Pulpit and begins*)

Note to Lay Speaker: Consider this as a guide. Use your own words and be comfortable.

Good Morning/Evening,

Thank you very much [Celebrant's Name]. When [Father/Monsignor] asked me if I would speak about the God's Gift Appeal. I took a moment to think about our involvement in [Parish Name] and how it has impacted my life.

Editors Note: At this point, you may want to share some thoughts and/or brief history about yourself or your family, and how the Catholic Church has affected you.

- *Were you educated and/or are your children or grandchildren involved in Catholic schools or the parish religious education program? Are you a convert?*
- *What is your personal commitment of time and talent in the parish (parish council, finance committee, catholic schools, religious education, altar society, etc.)?*
- *How are your parish and the Catholic Church a part of your life and the lives of those close to you?*

Our culture offers "things" to fill our empty hearts, yet we always seem to need more. Our hearts' greatest desires cannot be fulfilled by *things*, but only by God. Jesus Christ fills our emptiness with his divine love found in His Body, the Church. Every aspect of our lives is a gift. Our life with Christ calls us to steward the entire gift of our lives to others.

Our culture offers money, insurance and other material protections to help us live with a sense of security; our Church offers the eternal security of the One who has conquered death, Jesus Christ. Our culture proposes that those who have the most power can use their influence, money and intelligence to secure their future. The Catholic Church offers a radical departure - complete humility towards God.

All parishes in our diocese are called to unite with Jesus, to serve one another and to live our faith without concern for the cost. This loving support of each other is called stewardship. Stewardship is the right use of our talent, time and monetary resources which God has freely given. This year we are inviting you to participate by returning a portion of your earthly gifts to God.

The God's Gift Appeal is the annual diocesan fund raising campaign. Your support of the God's Gift Appeal insures the continuing works of more than 44 Catholic service ministries to parishes and

diocesan causes throughout Eastern North Dakota. Every parish and mission in the Diocese of Fargo is participating and we are asked to prayerfully consider a gift of 1% of our annual income. A small amount in support of our diocese and bishop.

A letter from Bishop Aquila along with a God's Gift Appeal brochure, your personalized pledge card, and a return envelope has been mailed to everyone registered in our parish. The brochure identifies the ministries supported by our Appeal.

Please, prayerfully consider how you can contribute to the Appeal; then make a pledge that reflects your gratitude for all that God has given you. As Christians, we are called to unite as members of [Parish Name] and the Diocese of Fargo. [Spouse's Name] and I, looked at our contribution to God's Gift Appeal. We spent time in prayer and then considered what we had done in the past. Then we "did the math." This year we increased our pledge from last year (on our way to 1% of our gross income) or (to now having reached) our goal of 1% or more of our income to our Diocese.

Next weekend is **Commitment Weekend**. We ask you to prayerfully reflect on the graces God has bestowed on you and your loved ones. Then in gratitude return a portion of what you have received. Ultimately the decision you make is between you and God.

If you have not given to God's Gift Appeal in the past, know that the dollars you give are well spent. All expenditures are prayerfully reasoned. Help yourself, help your neighbor...support God's Gift Appeal. A DVD explaining the ministry outreach of the God's Gift Appeal (has been/will be shown) during all the Masses (date/weekend ____). You will find the Appeal message captivating and heart touching.

How will we steward our gifts? Union in Jesus Christ is the only act that will make us hopeful and secure. The manner in which we steward our lives today is the way we are preparing to live in eternity.

We invite all households to place your completed pledge card in the collection basket next week along with your usual Sunday offertory. We need a response from everyone, and your prompt responses will lessen the work and expense.

Thank you for your prayerful consideration. I look forward to everyone doing their part and making the 2012 God's Gift Appeal a resounding success. May the Lord continue to bless you.

PULPIT PRESENTATION #3
COMMITMENT WEEKEND Feb. 18th - 19th
(To be delivered by the **Pastor** or **Celebrant**)

The last two weekends we've heard about the God's Gift Appeal. We are counting on you, as members of our parish family, to contribute. It's for the common good of all people within our Diocese of Fargo.

I completely support the annual appeal. I have assured Bishop Aquila that [Parish Name] will do everything within our power to make the Appeal successful. The specifics of the Appeal have been outlined in the brochures that you'll find at the end of the pews.

All of the God's Gift Appeal materials have been mailed to your homes. You've had almost two weeks to prayerfully consider your response. Today I pray that you will place your pledge card and envelope in the collection basket.

If, by chance, you didn't bring it along, today is your lucky day! We have conveniently placed blank pledge cards and envelopes at the end of the pews.

Next weekend is the last opportunity that I'll directly ask for your support. After that, the diocese will contact you directly. I'd prefer that all households at [Parish Name] respond today or next weekend. Please unite together in this effort. We want to complete the Appeal as quickly and successfully as possible.

I wish to emphasize the spiritual effect this Appeal has. Every year, the God's Gift Appeal provides the means to continue the mission that Christ has entrusted to us; to serve, to educate, to care for the poor, and to be his disciples in faith, hope and charity. The 44 Catholic ministries supported by God's Gift Appeal allow us to fulfill that duty.

God has especially blessed us in the Diocese of Fargo. Our members, past and present, have been sharing their gifts, strengths and talents by serving our parish, diocese and beyond. My wish is that each family will stretch their generosity and make a gift from their substance and not merely out of convenience or from your surplus. The God's Gift Appeal is based on equal sacrifice, not equal giving – 1% of income is a different amount for every family. Let your gift reflect the generosity that God has shown you.

Thank you for your consideration and participation.

PULPIT PRESENTATION #4
1st FOLLOW-UP WEEKEND Feb. 25th - 26th
(To be delivered by the **Pastor** or **Celebrant**)

Thanks to everyone who has already supported the God's Gift Appeal this year. I am inspired by your generosity. I thank our many parish leaders for helping [Parish Name] get off to a good start. Ultimately your participation will make the 2012 God's Gift Appeal campaign successful.

So far, _____ percent of [Parish Name]'s households have given gifts and pledges. If you have not already supported the appeal I ask that you do so today, as soon as you get home or by completing a pledge card found in the back of the church (gathering space or wherever it is). Thank you, to all who have turned in your pledge cards. And thanks to all who are in the process of preparing a pledge card today. Bishop Aquila also extends his gratitude. He thanks you for helping to make the 2012 God's Gift Appeal a success.

PULPIT PRESENTATION #5
2nd FOLLOW-UP WEEKEND MARCH 3rd - 4th
(To be delivered by **Pastor** or **Celebrant**)

Thanks to all who have chosen to support the God's Gift Appeal. So far, _____ percent of [Parish Name]'s households have given gifts and pledges. We are very encouraged at this point but still need the rest of the parish to support the appeal. Last year we had _____ families participating which was only _____% of households. Ideally, we'd like to have 100% participation. This year we want to increase the number of households participating to at least _____ of families. This is attainable. If everyone who participated last year plus _____ more families respond, we can reach our financial and participation goals. Every gift counts and matters.

For those who haven't returned your pledge card, I ask you to please do so soon. This will help us to complete the Appeal in a timely manner and save mailing costs.

Allow me to join Bishop Aquila in saying, "Thank you for making the 2012 God's Gift Appeal a success."

Sample Pastor's Letter # 1

*GGA Coordinator's Note: You may use either sample letter # 1 or #2, or write your own. Confirmation of Sample letters or your own are **due** in the GGA Office **before March7, 2012***

Dear <<Name(s)>>,

The God's Gift Appeal campaign is very active in all parishes throughout the Diocese of Fargo and I am happy to announce that _____% of <<Parish Name>>'s registered households have contributed thus far. This is an encouraging start and I am asking you to join your fellow parishioners in supporting this Appeal with a generous pledge payable over the next eight months. We need your support because your contribution will make a difference!

"Know Christ, Seek the Will of the Father, Walk in the Spirit."
-Bishop Samuel Aquila

Your gift to the God's Gift Appeal will provide funding for 44 Catholic outreach ministries that help people throughout our diocese. I am hopeful that every household in our parish will take an active role in this effort. Many of our <<Parish Name>> families and individuals have been able to make a more substantial gift by pledging over the next eight months. I'm asking you to consider a contribution of 1% of your income to the God's Gift Appeal.

The success of the appeal depends on your active response in faith. As good stewards of God's gifts, we are called to return to Him a share of the gifts he has given us. Your gift will help those in need. Your stewardship is a witness of your faith in Him. Thank you for your compassion and generosity.

If my letter and your pledge to the Appeal have crossed in the mail, I extend my sincere thanks and ask for your continued prayers for our parish and the diocese. Please encourage others to serve one another as good stewards and support our diocese.

Thank you for all that you continue to do for His Church. May God bless you and your loved ones and keep all in His care.

Sincerely yours in Christ,

SIGNATURE

Pastor, parish/mission name

GGA note: Pastors, after we receive your approval of this letter or your personal letter we'll do the rest. We will have it printed on your parish's letter head with your signature which we have on file and sent to your parishioners' homes. **Before March7, 2012, US Mail, email or fax your letter to us. Fax 701-356-7998. Have Questions? Call Andrea Marihart at 701-356-7934.**

Sample Pastor's Letter # 2

*GGA Note: You may use either sample letter # 1 or #2, or write your own.
Confirmation of Sample letters or your own are **due in the GGA Office by March7, 2011***

[Date]

Dear <<Name(s)>>,

You are special among the members our faith community at <<Parish Name>>. I specifically appeal to you to help us meet our goal for the God's Gift Appeal 2012. I see the Appeal as "our" Appeal. This is an effort of and for all the priests, religious and laity of the Diocese of Fargo. The God's Gift Appeal ensures that the 44 Catholic outreach ministries will continue helping all of us bring the Good News of Jesus Christ to Eastern North Dakota and beyond.

The God's Gift Appeal supports the works of: Vocations and Seminary Education, Marriage Preparation, Family Life Ministry, Catholic Schools, Newman Student Centers, Youth Evangelization and Ministry, Pro-Life Ministry, Permanent Diaconate, Media and Communications, Rural Life and Migrant Programs, Guardianship Services, Pregnancy and Adoption Services and more. These are programs that cannot be funded or operated by our parish alone. These require the cooperation of every parishioner in every parish of our Diocese of Fargo.

I urge you to join other parishioners our have already committed their support, <<Name(s)>> your support of these ministries is urgent. Your gift will help those in need. If you have not contributed in the past to God's Gift Appeal, I now, humbly ask for your support this year. Together we can do great things for Christ's Church.

***"Know Christ, Seek the Will of the Father, Walk in the Spirit."
-Bishop Samuel Aquila***

Thank you for your good works and ongoing support of <<Parish Name>>. Thank you for your personal commitment to the ministries that affect those within our diocese and the universal Church. May our Lord continue to abundantly bless you and your loved ones.

Sincerely yours in Christ,

SIGNATURE

Pastor, Parish/Mission Name

*GGA note: Pastors, after we receive your approval of this letter or your personal letter we'll do the rest. We will have it printed on your parish's letter head with your signature which we have on file and sent to your parishioners' homes. **Before March 7, 2012, US Mail, email or fax your letter to us. Fax 701-356-7998. Have Questions? Call Bonnie Kroetsch at 701-356-7925 or Andrea Marihart at 701-356-7934.***

SAMPLE PETITIONS

Kick-Off Weekend (February 4th - 5th) and/or Education Weekend (February 11th - 12th)

- ◆ May God continue to bless (Parish name) and the Diocese of Fargo; strengthen our faith, and grant us a spirit of oneness by opening our hearts to the God's Gift Appeal... We Pray...
- ◆ For all Catholics throughout Eastern North Dakota; may we be one in the good will of Christ by supporting the works of the God's Gift Appeal... We Pray...
- ◆ For each of us at this Mass; in oneness may we put into action our love for God, by responding to the needs of others through the God's Gift Appeal... We Pray...
- ◆ May we, the faithful of (Parish Name), unite our support for the diocesan mission and ministries by participating in the God's Gift Appeal... We Pray...
- ◆ For us, the faithful of (Parish Name); may we respond as one to the God's Gift Appeal and in gratitude return to God a fair portion of all he has placed in our lives... We Pray...

COMMITMENT Weekend (Feb. 18th - 19th) and/or

FOLLOW-UP Weekends (Feb. 25th - 26th and March 3rd - 4th)

- ◆ May our gifts to the God's Gift Appeal properly reflect our gratitude for the graces that God has given us... We Pray...
- ◆ We give thanks for the generosity of the people of (Parish Name) who have contributed to the God's Gift Appeal which helps serve the needs of our entire diocesan family... We Pray...
- ◆ For all who are in need within our Diocese of Fargo; may we be grateful stewards of the many graces that God has given to us and support the God's Gift Appeal... We Pray...
- ◆ For the ministries and agencies supported by our contributions to the God's Gift Appeal; may their works be fruitful as they continue to serve our communities in need... We Pray...

Bulletin Announcements
(God's Gift Appeal)

This bulletin announcement should appear in your January 28th - 29th issue:

The God's Gift Appeal **Kick-off Weekend** is next weekend. Father will have a special homily outlining the annual Appeal. He will highlight the special ministries available to each of us in the Diocese of Fargo and the spiritual importance of each family doing their part as members of (Parish Name). As baptized Catholics we are taught by Peter to share with each other. It is suggested that each family prayerfully consider a gift of 1% of household income. We are to live our lives as Christian stewards.

This bulletin announcement should appear in your February 4th - 5th issue:

Next week is the God's Gift Appeal **Education Weekend**. Members of our parish will share their personal journey regarding the annual God's Gift Appeal. Their testimony will encourage us to generously participate in God's call to serve one another. God's generosity is abundant. Let us be grateful and generous by prayerfully considering a gift of 1% of our household income.

This bulletin announcement should appear in your February 11th - 12th issue:

Next weekend is the God's Gift Appeal **Commitment Weekend**. Father [Name] asks each of us to respond by generously participating in the appeal. If every family returns a fair portion of what God has given to them, we will be successful. Each family is asked to prayerfully consider a gift of 1% of household income. Trust in God's providence. May the Lord bless you and your loved ones; and may you remain in His care.

This bulletin announcement should appear in Feb. 18th- 19th & Feb. 25th- 26th issues:

Next weekend, Father (Name) will update us on (Parish Name)'s progress with the God's Gift Appeal. All households are encouraged to return their personalized pledge card which was received by mail in early February. Place your pledge card (inside the envelope provided) in the collection basket next week. Each family is asked to prayerfully consider a gift of 1% of household income. Your prompt response will save the expense of additional mailings. May God bless you, and thank you for your consideration.

God's Gift Appeal 2012 Dispersal Budget

Department/Agency	Net Subsidy	Department/Agency	Net Subsidy
Bishop's Office	126,951	Communications-Diocese of Fargo	79,416
Bishop's Residence	100,646	Catholic Communications	5,145
Vicar for Clergy/VG	140,664	Catholic Charities ND	150,000
Priests Council	7,500	Catholic Relief Services	19,286
Chancellor's Office	121,589	Catholic University	6,430
Liturgy	19,148	Migrant Program	12,250
Finance Office (net gain)	-18,572	Newman Center-Fargo	40,000
Stewardship & Development	225,037	Newman Center -Grand Forks	40,000
Technology	75,442	Newman Center -Wahpeton	2,000
Human Resources	78,099	Vocations Office	92,134
Properties	38,086	Permanent Diaconate-Pre	97,300
Pastoral Center	21,007	Permanent Diaconate-Post	1,490
Marriage Tribunal	194,578	Continuing Ed for Priests	72,180
CEF-Administration	95,174	Spiritual Direction for Priests	15,000
CEF-Catechesis & Evangelization	71,724	Graduate Studies for Priests	62,087
CEF-Special Needs Catechesis	16,100	Priests Disability	145,000
CEF-Youth/Young Disciples	158,425	Priests Mutual Aid Fund	130,000
CEF-Education for Parish Service	31,770	USCCB & Canon 1271	42,000
CEF-Catholic Schools Office	47,999	ND Catholic Conference	85,000
CEF-Catholic Schools Subsidy	58,229	ND Conference of Churches	5,000
CEF-Family Life Office	50,078	Ecumenical Commission	2,000
CEF-Respect Life Office	61,987	Rural Life Conference Program	4,350
CEF-Health Care Ministry	500	Cathedral Subsidy	100,000
Campaign for Human Development	5,145		
Contingency - - = 2%	124,626	Total Budget Expenditures	3,060,000

Diocesan Annual Appeal
Ministries Statement February 2012
“Know Christ, Seek the Will of the Father, Walk in the Spirit.”
-Bishop Samuel Aquila

The goal of \$2,669,436 provides partial funding/support for the following:

Office of the Bishop - \$126,951

The Bishop, as part of his ministry to the people of the Diocese of Fargo, visits parishes for confirmations, pastoral visits, and special events, and serves on boards, such as the United States Conference of Catholic Bishops (USCCB.) This helps defray the cost of travel and other expenses incurred for these ministries. Normal office expenses such as postage, office supplies, books, periodicals, telephone and building upkeep and his administrative assistant are included in this cost.

The Bishop is assisted in his apostolic ministry by the Vicar General and the Chancellor.

Vicar General’s Office - \$140,664

The Vicar General, Msgr. Joseph Goering, may act in the name of and with the authority of the Bishop according to Canon Law. He explicitly represents the Bishop in the life and ministry of the priests and deacons. He oversees a number of diocesan entities and serves as Moderator of the Curia, the ecclesiastical manager for the diocesan offices. Normal office expenses and his administrative assistant are included in this cost.

Chancellor’ Office - \$121,589

The Chancellor, the Very Rev. Luke Meyer, and his administrative assistant are responsible for the diocesan archives, keeping records and tracking data for the parishes and diocese, providing instruction and assistance with liturgical matters, coordinating Confirmation schedules and processes permission for marriage requests.

Major Seminary/Vocations - \$92,134

The Vocation Office is primarily responsible for the promotion of vocations and the support, both financially and spiritually, of men who are in the seminary. The office seeks to increase awareness of the vocation of priesthood through various means, including promotion of National Vocation Awareness Week, informational retreat weekends at local seminaries, and the distribution of Vocation poster and prayer cards. The Vocation Office aids those who are applying for entrance into the seminary by assisting with college/seminary applications and other forms and requirements for admission. Once accepted, the office becomes responsible for supporting the men in their studies and discernment of the priesthood. Finally, the office coordinates and promotes the seminarian’s ordination to the diaconate and priesthood.

Newman Centers - \$82,000

The Diocese of Fargo has established three campus ministry centers and actively supports these teams, programs and facilities. A Newman Center is located at North Dakota State University – Fargo, and at University of North Dakota – Grand Forks. A Newman Center Outreach program exists at North Dakota State School of Science in Wahpeton. Campus ministry exists to form Christian community, to foster leadership, to serve and to be a prophetic voice of the Roman Catholic Church in higher education. The Newman Centers offer opportunities for Eucharistic celebrations, various programs of sacramental preparation and formation in social justice. Spiritual counseling and sacramental ministry are available at the campus ministry sites.

Diocesan Annual Appeal

Ministries Statement February 2012 – continued

Schools - \$47,999

The 13 Catholic schools in the diocese are invaluable instruments of evangelization and catechesis as they communicate God's Word to students and families by word and witness. The Superintendent of Catholic Schools and support staff provide oversight and direction that enhance leadership roles for principals, teachers, board members and school administrators.

School Grants - \$58,229

School grants are provided as a subsidy for all students from the Diocese of Fargo attending a Catholic school. The 13 diocesan Catholic schools receive about \$25 per student to assist with tuition and operational costs.

Continuing Education for Priests - \$72,180

To provide for the continuing formation and education of our priests, annual retreats, education days, presbyteral days, and on-going formation through the Institute for Priestly Formation are provided.

Evangelization & Catechesis - \$71,724

This office promotes the first sharing of the Gospel and its call to turn away from sin and towards God. It also puts people in touch in intimate communion with Jesus Christ. It assists parishes with catechesis literature, curriculums, evangelization outreach and Religious Education and Rite of Christian Initiation of Adults programs.

Youth & Young Adult Office & Young Disciples Apostolate - \$58,491

Youth & Young Adult Office works with individuals, parishes and schools to help young people develop an enduring relationship with Jesus and discover their place in the Church and in the modern world. This office coordinates the Senior High Celebration and the Junior High Rally. It is also involved with the Catholic Youth Advisory Council, Boy and Girl Scout Awards, MI Camp, Heart Camp, and a variety of other events.

Young Disciples is a young adult apostolate that trains young adults to provide week-long Catholic summer Bible camps for children in parishes across the diocese.

Tribunal - \$194,578

After a civil divorce, people in need of an annulment can turn to the Tribunal for study of their marriage. Through this ministry, the Tribunal seeks to bring healing to those who are hurting, health to those who are struggling and communion to those who are separated from the Catholic Church.

Stewardship & Development - \$225,037

This office coordinates and conducts the annual God's Gift Appeal. It also assists parishes in stewardship education as well as enhancing parish offertories. The office also assists parishes with establishing endowments. The director meets one-on-one with individuals who wish to make planned or estate gifts to benefit worthy Catholic causes throughout the Diocese of Fargo.

Diocesan Annual Appeal

Ministries Statement February 2012 – continued

Communications - \$79,416

This office manages diocesan communications with Catholic and secular news media and the public. It also produces the diocesan newspaper, New Earth. The director serves as media liaison for the Bishop, Chancellor, Vicar General and others and serves as diocesan spokesperson for some matters.

Respect Life Office - \$61,987

The mission of the Respect Life Office is to proclaim and defend a fundamental truth of our faith: the God-given inviolable dignity of every person. By utilizing the resources of the universal Church, this office strives to foster the Culture of Life by means of education and prayer. Specific departments within this office include: pro-life, post-abortion care, chastity education, fertility appreciation and end-of-life.

Catholic Charities North Dakota - \$150,000

Catholic Charities North Dakota (CCND) is committed to providing quality services to families and individuals throughout North Dakota regardless of religion, race, age, gender or ability to pay. Some of CCND's service include: infant adoption, pregnancy services, counseling, guardianship and adoption of children with special needs.

Permanent Diaconate - \$98,790

A permanent deacon is a man ordained to a ministry of service. The deacon's service is threefold: service of the Word (proclaiming the Gospel message, teaching, conducting retreats, counseling), service of the altar (witnessing marriages, baptisms, presiding at wakes and funerals, conducting prayer services) and service of charity (serving the poor, giving voice to those who are silenced, being involved with social justice). The Permanent Diaconate Program for the Diocese of Fargo was founded in 1978. There are currently 40 ordained permanent deacons and several more are in formation.

There are additional worthy ministries supported as a result of your generosity to the annual God's Gift Appeal. For more information see page 22 or call the Stewardship and Development Office at 701-356-7926.

SEND PLEDGES/PAYMENT TO THE DIOCESE OF FARGO

To expedite the remittance of pledges/gifts and up-to-date information from each parish to the diocese, the following procedure has been established.

- ◆ The Office of Stewardship & Development will provide each parish with several self-addressed Tyvek security “mailing bags.”
- ◆ The weekend of February 18-19, each parish will begin receiving pledges from their members through the Sunday offertory collection for several weeks.
- ◆ Pledges should be collected from all Masses and placed in one or more “Mailing Bags.” Keep this simple and easy; **PLEASE DO NOT OPEN ANY PLEDGE ENVELOPES.** It is the responsibility of the Diocesan Office of Stewardship and Development to open all envelopes, record all gifts, and to insure the amount is correctly posted on each donors giving history.
- ◆ The Parish Secretary should send the “Mailing Bag” containing the pledges (via the Sunday offertory, pledges dropped off at the parish office, etc.) to the diocese. Some gifts are made with cash payment. However, any of the Fargo and West Fargo parishes may bring their “Mailing Bags” directly to the Chancery to save mailing costs, if desired.
- ◆ If your parish has a mission(s), you may place all pledges in one “Mailing Bag.” We ask that pledges from different parishes and missions be separated within the “Mailing Bag.”
- ◆ Alert those who count your collections to view the pay-to-the-order-of line and the memo line on checks and make special note of checks made payable to **God’s Gift Appeal**. Some parishioners have placed their pledge check into the parish collection basket and received credit for a parish donation. This causes confusion and concern when donors get their statement from God’s Gift Appeal showing a remaining balance. Thank you for your help in this sensitive matter.

CATHOLIC STEWARDSHIP OF TREASURE*

Front of Pledge Card

God's Gift Appeal 2012

The Diocese of Fargo

(Please make name/address corrections)

IN THANKSGIVING AND GRATITUDE FOR ALL
GOD'S GIFTS I PLEDGE

Parish: _____
Email address: _____

Total Gift	Monthly (8 payments)	Total Gift	Monthly (8 payments)
<input type="checkbox"/> \$5,000	(_____)	<input type="checkbox"/> \$600	\$75
<input type="checkbox"/> \$4,000	\$500	<input type="checkbox"/> \$400	\$50
<input type="checkbox"/> \$2,000	\$250	<input type="checkbox"/> \$320	\$40
<input type="checkbox"/> \$1,600	\$200	<input type="checkbox"/> \$240	\$30
<input type="checkbox"/> \$1,200	\$150	<input type="checkbox"/> \$200	\$25
<input type="checkbox"/> \$1,000	\$125	<input type="checkbox"/> \$160	\$20
<input type="checkbox"/> \$800	\$100		

SUGGESTED 10% TITHE DISTRIBUTION
5% to Parish 4% to Charities 1% to Diocesan Church

Example:
\$44,000 (annual income) x 1% = \$440
\$440 / 8 = \$55/month pledge for 8 months



Your formula:
\$ _____ (annual income) x 1% = \$ _____
\$ _____ / 8 = \$ _____ /month pledge for 8 months

Please make check payable to *God's Gift Appeal*.

Total Gift \$ _____ Enclosed \$ _____
 One-Time Gift _____ 8 Monthly Payments _____

Consider giving ONLINE – www.fargodiocese.org

Special Payment Instructions/Requests _____

PLEASE SEE REVERSE SIDE FOR: Gifts of stock Gifts by Credit Card/EFT

Back of Pledge Card

Declaration for Stock/Property Gifts:

Name of Stock: _____
Number of Shares: _____
Real-estate: Type: _____
Grain: Type: _____
Livestock: Type: _____
(The above gifts are subject to Diocesan Gifts Acceptance Policy)

Gifts are tax deductible as allowed by law.

Planned Giving:

(Please check those which apply):

- I have included my parish in my Will
- I will consider including my parish in my Will
- I have included my Diocese in my Will
- I will consider including the Diocese in my Will
- I want to learn more about the Legacy Society

Payment Method: Credit/Debit Card or EFT

- One-Time Gift 8 monthly Payments
- MasterCard VISA Discover
- Credit Card #: _____ Exp. Date _____
- Name on Card: _____
- Billing Address: _____
- EFT (electronic funds transfer) _____ Checking _____ Savings
- Routing #: _____
- Account #: _____
- Please attach a voided check



Authorization required for Credit Card or EFT payments:

I authorize The Diocese of Fargo and Vanco Services, LLC to debit my account or charge my credit card in accordance with the information specified on this form. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.

Signature Required: _____ Date: _____