



SPECIAL COLLECTIONS REQUIRED IN PARISHES, MISSIONS AND NATIONAL SHRINE

POLICY

Special collections required in each parish of the Archdiocese shall be defined annually by the Archbishop. In addition, the Archbishop may add emergency appeals to meet the needs of the local or universal Church.

Special collections required of each parish fulfill the responsibilities of the Archdiocese for the support of the Church's local, national, and international works of charity and education. Every parish should permit and encourage a full opportunity for people to participate in the appeal supported by each Special Collection. The focus of each collection emphasizes the worldwide communion with the poor, the underprivileged, and the needy.

The collections established for this Archdiocese shall be defined annually by the Archbishop (as defined in Canon 1266) and published, at his direction, by the Archdiocesan Finance Office. Please note that one collection, for the Archdiocese of Military Services, is scheduled every third year, including in 2023.

The calendar for the Special Collections is published annually. Prior to the collections, the Archbishop will send the pastor information and bulletin inserts in support of each special collection.

Effective for calendar year 2024 (remaining):

Sunday, September 8	Catholic University of America
Sunday, October 20	Society for the Propagation of the Faith/World Mission Sunday
Sunday, November 17	Campaign for Human Development
Sunday, December 8	Retirement Fund for Religious

Effective for calendar year 2025:

January and February	Archbishop's Charities and Development Campaign (ABCD)
Sunday, March 2	Church in Latin America
Sunday, March 30	Catholic Relief Services
Good Friday, April 18	Shrines in the Holy Land
Sunday, April 27	Catholic Home Missions
Sunday, May 18	Catholic Communications Campaign
Sunday, June 1	Church in Central and Eastern Europe
Sunday, June 29	Holy Father's Appeal (Peter's Pence)
Sunday, July 13	American Black and Indian Missions
Sunday, August 3	Seminarian Burse – ADOM Seminary Appeal
Sunday, September 7	Catholic University of America
Sunday, October 19	Society for the Propagation of the Faith/World Mission Sunday
Sunday, November 16	Campaign for Human Development
Sunday, December 14	Retirement Fund for Religious

Next collection - Nov 8 2026 *Archdiocese for the Military Services*



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Many other appeals are received by the Archbishop. Occasionally certain appeals and emergencies appear that are especially worthy and the Archbishop will bring them to the attention of the pastor and his people with a request for their support. An annual report of the funds raised for each collection is provided to the parishes.

The Missionary Cooperative Program, in which a missionary is assigned to visit the parish and the 2nd collection is reserved solely for the missionary purpose, is scheduled each year through the Mission Office and the date is provided to the parish. Thus, the Missionary Cooperative Program is not included on the above lists as there is not a specific archdiocesan-wide date for the collection. *However, the proceeds of the collection are treated in the same fashion as the required special collections listed in this policy.*

These Special collections must be accounted for as restricted funds in the parish's financial reporting system, and not as offertory or other income which is subject to general assessment. The donations for the special collections, when the donor is identified, are entered into the parish's donor database so that the special collection donations may be included in the cumulative report of donations provided by the parish to the parishioners at the end of each calendar year.

The parish is asked to announce the special collection a week or more in advance as a reminder to the parishioners. When a special collection is scheduled, the parish's second collection is *solely for the intended special collection*. Parishes are requested to include an option for donation to the special collection on-line, via text or other similar electronic option, if the parish regularly provides such options for donations. In addition, parishes must remit the collections' proceeds to the Archdiocesan Finance Office within ten (10) business days of the scheduled collection date. Contributions from all parishes in the Archdiocese are then sent to the beneficiary of the collection.

Initial: September, 2012
Current: September, 2024