



2019 Catholic Appeal

Helpful tips for a successful Commitment Weekend: March 2-3, 2019

- ❖ **Confirm receipt of in-pew envelopes well in advance Commitment Weekend.** Please call Arlene at 617-779-3706 if materials have not been received.
- ❖ **Supply the Church with plenty of in-pew pledge forms and pencils/pens ahead of Commitment Weekend.** Do not place in-pew pledge forms in the pews before Mass; they are to be handed out during Mass to the best of your ability.
- ❖ **Recruit help for Commitment Weekend. Ushers may need some extra help to distribute and collect in-pew pledge forms.** Religious education students, members of the Parish Council or Finance Council, or other volunteers will be helpful.
- ❖ **Prepare quiet background music to be played during the In-Pew Process.**
- ❖ **Invite parishioners to support the Appeal by completing and returning their pledge forms during Mass.** Scripts can be found on the website: www.bostoncatholicappeal.org In cases where scheduling prevents the pastor from being present at every Mass, the celebrant, Appeal Coordinator(s), or other volunteers may lead the in-pew presentation. This is most effectively done after the homily.
- ❖ **Collect completed in-pew pledge forms during Mass.** Have ushers, religious education students, or other volunteers assist in collecting completed forms during Mass. Do not ask them to take the pledge form home; this greatly reduces parishioner response.
- ❖ **Be available and prepared for parishioners to ask questions.** It is recommended that pastors, celebrants, and volunteers remain after Mass to answer questions about the Appeal.
- ❖ **Ensure safekeeping and processing of in-pew envelopes.** DO NOT OPEN ENVELOPES. Lock in a secure location before sending them directly for processing using bank bags and FEDEX labels mailed to parish.

If you have any questions or require additional materials, please contact
Arlene Dubrowski at 617-779-3706 or Catholic_Appeal@rcab.org

Thank you!