



**DIOCESAN
MINISTRY APPEAL**



2024

**LEADERSHIP RESOURCE
MANUAL**

**For Pastors, Parish Priests,
Deacons, Business Managers,
Parish Staff, Ministry,
Lay Leaders, and
Volunteers**



STEWARDSHIP PRAYER

Loving God,
I come to you in thanksgiving,
knowing all that I am
and all that I have is a gift from you.
In faith and love, help me to do your will.

I am listening, Lord God.

Speak your words
into the depth of my soul,
that I may hear you clearly.

I offer to you this day
all the facets of my life,
whether it be at home,
at work, or at school —

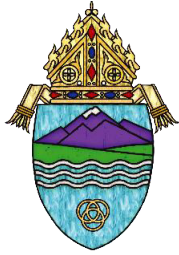
to be patient,
to be merciful, to be generous,
to be holy.

Give me the wisdom and insight
to understand your will for me
and the fervor to fulfill my good
intentions.

I offer my gifts of time, talent
and possessions to you
as a true act of faith,
to reflect my love for you and my
neighbor.

Help me to reach out to others
as you my God
have reached out to me.

Amen.



DIOCESAN
MINISTRY APPEAL

PRAISE the Lord who HEALS, giving HOPE to ALL.

Dear Parish Pastors, Associate Pastors, Business Managers, Bookkeepers and Administrative Staff,

We are quickly nearing the official kick-off of the 2024 Diocesan Ministry Appeal. The Annual Diocesan Ministry Appeal, known as the DMA, has become the lifeblood for much of what our diocesan Church has accomplished in the past, and hopes to undertake in the future. This Appeal, through the generosity of every Catholic in the diocese, enables us to support ministries that provide services beyond the scope of any individual parish. The DMA provides invaluable support for vital ministries; seminarian and deaconate formation, religious education for all ages, youth and children's ministries, and support for those in need.

The theme of this year's appeal is, PRAISE the Lord who HEALS, giving HOPE to ALL. To summarize the great words of Bishop Golka, it is through the Lord's wisdom and love that He works through each of us to help heal those who are wounded and weary while restoring hope and spirit. Your great work in your parishes and through our ministries is impacting the lives of numerous people right here in our Diocese – Thank you! Together we can bring hope and healing for all who want to KNOW, SERVE, & LOVE GOD. Our goal for the 2024 appeal is \$2.8 million dollars.

We have been blessed every year to receive a successful response to our past appeals. I say "we" because it takes all of us working together to make it a success. Most notable in this process are our pastors and parish leadership. Your leadership in our appeal every year serves as an inspiration to so many, and I can confidently say that you and your commitment to serve the parish are the reasons people continue to contribute generously.

I am pleased to offer assistance at any time, as is my team in the Office of Stewardship and Development, so do not hesitate to contact us with any questions. And thank you for supporting the Diocesan Ministry Appeal.

Most Sincerely,

Jamie Crane

Director of Development and Planned Giving Office of Stewardship and Development

TABLE OF CONTENTS

Summary/Case	5
2024 Annual Appeal Highlights	6
2024 Quick Reference	7
2024 Parish Goals	8
2024 Activity Calendar	9
Parish Participation/Roles and Responsibilities	11
Basics for a Successful Appeal	12
Ways To Give	13
Parish Mailing Update Information	14
Video Weekend Suggested Pastor Introduction	15
In-Pew Solicitation for Intention Weekend	16
Lay Presenter's Information	18
Parish Digital Resources	20
Parish and School Grant Timeline	21
Development Office Contact Information	22

SUMMARY 2023 APPEAL

The faithful stewards of each parish have upheld our purpose to be Christ for one another with their time, talent and generosity. United as one faith family, we have been able to do what one cannot accomplish alone with a total **of \$3,191,958.60 collected from 5,251** donors (as of January 16, 2024). As we close the 2023 Appeal with strength, perseverance, and gratitude, we once again bear witness to stewardship as a way of life from our faithful.

2024 ANNUAL APPEAL EXECUTIVE SUMMARY/CASE

The Diocesan Ministry Appeal helps provide the funding necessary for the important ministries and programs within our Diocese. Many of the following ministries are solely funded by this appeal:

KNOW GOD: Campus Ministry/Newman Center, Catholic Schools and Tuition Assistance, Evangelization, Safe Environment Training, Young Adult Ministry, Youth Ministry.

LOVE GOD: Continuing Education for Clergy, Diaconate Formation, Pastoral Formation, Seminarian Formation, Training of Catechists.

SERVE GOD: Capuchin Mall Ministry, Catholic Charities, Catholic School Support Grants, Hispanic Ministry, Parish Support Grants, Partners In Housing, Prison Ministry, Respect Life Ministry.

Some of these ministries provide services beyond the scope of individual parishes and some exist for the sole purpose of assisting parishes in their own missions to teach, evangelize and serve. The appeal encourages participation from every Catholic household of our local Church and allows us, as one faith community, to fulfill God's call to discipleship by sharing the Gospel message in word and deed, serving each other with mercy and love.

ANNUAL APPEAL MISSION:

The Diocesan Ministry Appeal (DMA) is an act by the Bishop, in his duties as Shepherd of the Diocese, to promote and to safeguard the unity of faith and the discipline common to the whole Church, to instruct the faithful to love the whole Mystical Body of Christ and to promote activity of the Church, especially so that the faith may increase and the light of full truth appear to all. The Appeal helps fund educational, pastoral, and charitable programs, in so far as it is able, by careful discernment of these apostolates and initiatives.

2024 DMA Theme: " *PRAISE the Lord who HEALS, giving HOPE to ALL.* " Goal: \$2,8,000,000

2024 ANNUAL APPEAL HIGHLIGHTS

1. DIOCESAN MINISTRY APPEAL

The annual appeal no longer goes by the title Returning God's Gifts or RGG but instead will be known as the diocesan Ministry Appeal or DMA. You will notice the RGG is still temporarily in the appeal to ease any confusion as we continue to phase out this part of the title.

2. APPEAL GOAL IS \$2,800,000.

3. APPEAL OFFICIALLY RUNS FEB. 1 THRU DEC. 31

The Appeal will begin February 1 and ends December 31. Any funds received in January of the new year will be applied to the current year's Appeal.

4. DMA GIFTS TO BANK LOCKBOX

All DMA checks, cash gifts and intention cards will be sent directly to the bank for [processing]. Due to this, you will notice all return envelopes have a Texas PO Box address. This is the same for all in-pew donations as well. This is also why each parish was sent custom in-pew materials that include a bank scanline that ensures donations are attributed to the correct parish.

5. PARISH AND SCHOOL SUPPORT GRANTS UPDATES

All parishes and schools are again invited to apply for grants using the updated application forms. The Appeal Advisory Committee will now meet TWO TIMES A YEAR to review and reward grants. The first meeting will be to review and discuss to see if there's any missing information or questions regarding a request. S&D office will then reach out to any parish or school to collect any missing information. The committee will then meet for final discussion and decision. Also, notification calls will be made to all grant requesters. The Office of Stewardship and Development is also available to schedule meetings to discuss or clarify decisions.

6. MONEY RAISED OVER GOAL WILL BE SHARED 50/50

Any monies collected over a parish's goal will be split between the parish and the diocese. The amount that stays with the Diocese will be restricted to the ministries and grants listed as part of the appeal.

7. 2023 APPEAL IMPACT REPORT

In the Fall of 2024, an appeal impact report showing how the 2023 gifts were distributed will be made available. This will take place annually following an appeal.



DIOCESAN
MINISTRY APPEAL

QUICK REFERENCE

Key dates for Diocesan Ministry Appeal 2024

- **Video Weekend: February 3 & 4, 2024**
- **Intention/Commitment Weekend: February 10 & 11, 2024**
- **Follow-up Weekend: February 17 & 18, 2024**

February 3&4, 2024: Video Weekend

- Show Video
- Prepare Homily on importance of the DMA (see manual)
- Tell parishioners to expect a letter from Bishop Golka

February 10&11, 2024: Intention Weekend

- Prepare Homily on Diocesan Ministry Appeal *
- Conduct In- Pew Solicitation *

February 17&18, 2024: Follow Up Weekend

- Mention Diocesan Ministry Appeal in Homily
- Pulpit Announcement from Pastor, Lay Leader, Ministry Leader

For Video Weekend:

- Display Posters
- Include DMA Prayer in General Intercessions *
- Include DMA Prayers of the Faithful *
- Publish DMA Bulletin Announcement*
- Include DMA Bulletin insert in Weekly Bulletin
- Place DMA website/social media ads*
- Place DMA Logo with link to giving site in all parish communications.
- Display DMA QR code in pews/hymnals*

For Intention Weekend:

- Place bangtail envelopes in pews
- Include DMA Prayer in General Intercessions *
- Include DMA Prayers of the Faithful *
- Publish DMA Bulletin Announcement*
- Include DMA Bulletin insert in Weekly Bulletin
- Display DMA QR code in pews/hymnals*

For Follow Up Weekend:

- Place bangtail envelopes in pews
- Include DMA Prayer in General Intercessions *
- Include DMA Prayers of the Faithful *
- Publish DMA Bulletin Announcement*
- Include DMA Bulletin insert in Weekly Bulletin
- Display DMA QR code in pews/hymnals*

***Note that all DMA materials can be found at:**
giving.diocs.org/Diocesan-Annual-Appeal/Materials

***It is also recommended you have a lay witness lead an in-pew appeal on a separate weekend (see manual).**

Diocesan Ministry Appeal

2024 Parish Goals

Parish goals are based on a 3-year average of DMA collections not on offertory and not on household counts or parishioner counts.

Parish	Goal
Ave Maria	\$219,820
Corpus Christi	\$120,283
Divine Redeemer	\$76,956
Holy Apostles	\$129,957
Holy Family, Leadville	\$5,757
Holy Rosary	\$10,563
Holy Trinity	\$50,990
Immaculate Conception	\$9,875
Our Lady of Guadalupe	\$30,119
Our Lady of Perpetual Help	\$9,391
Our Lady of the Pines	\$181,167
Our Lady of the Woods	\$33,403
Our Lady of Victory	\$47,442
Our Lady of Visitation	\$25,512
Pax Christi	\$138,051
Sacred Heart- Cheyenne Wells	\$13,737
Sacred Heart- Colorado Springs	\$104,169
St. Andrew Kim	\$5,838
St. Anthony	\$2,695
St. Augustine	\$7,439

Parish	Goal
St. Benedict	\$29,713
St. Catherine	\$12,067
St. Charles	\$14,151
St. Dominic	\$91,950
St. Francis of Assisi- Castle Rock	\$174,591
St. Francis of Assisi- Colorado Springs	\$150,949
St. Gabriel	\$122,956
St. Joseph- Colorado Springs	\$57,330
St. Joseph- Fairplay	\$7,677
St. Joseph- Salida	\$45,184
St. Mark	\$195,468
St. Mary of the Rockies	\$8,117
St. Mary's Mission – Flagler	\$3,927
St. Mary's Cathedral	\$76,349
St. Michael	\$7,161
St. Patrick	\$187,689
St. Paul	\$164,824
St. Peter	\$192,580
St. Rose of Lima	\$29,633
Vietnamese Holy Martyrs	\$4,522
TOTAL	\$2,800,000

10/27/2023

2024 DMA ACTIVITY CALENDAR

JANUARY
2-26

Materials for 2024 DMA Intention Weekend shipped to all parishes.

JANUARY 8

1st Mailing Request to All Active Households delivered to Post Office

Letter packet sent to identified registered parishioners inviting them to donate. Includes: brochure, Giving Circles bookmark, letter from Bishop, intent/donation card and return envelope.

JANUARY
6-28

2024 Appeal Thank You Bulletin Insert Weekends

A 'Thank You' goes a long way. Please include a personal parish impact story and thank you Bulletin message on these weekends leading up to the new appeal launch.

FEBRUARY 3/4 Video Weekend

Pastors, parish priests and deacons are encouraged to give witness to the **positive** impact the ministries, programs and services supported through the DMA Appeal. Highlight how the appeal directly supports the parishes' ministries and programs.

- People who feel *inspired* to give to a cause tend to give as much as they can.
- People who feel *obligated* to give tend to give the minimum expected.

People are more likely to offer financial support to something that they believe in, knowing that their gift will make a difference and help others. We cannot assume that people across the Diocese of Colorado Springs are aware of the variety of services that are provided through the ministries and programs supported by the Diocesan Ministry Appeal.

- ✓ Begin new DMA Bulletin and Pulpit Announcements and Prayers of the Faithful Intercessions.
- ✓ Place DMA Banner on your website, include logo and link to online giving in all communications to parishioners.
- ✓ Show the 2024 DMA Video. Mention Appeal in Homily and letter coming from Bishop in the mail.
- ✓ Utilize the 2024 DMA Bulletin Inserts, Pulpit Announcements and Prayers of the Faithful Intercessions, QR codes, in-pew and poster.
- ✓ Recycle all old DMA materials.

2024 DMA ACTIVITY CALENDAR (Cont.)

Intention/Commitment Weekend

**FEBRUARY
10/11**

The authenticity in which the DMA is explained and associated with your parish activity and how this solicitation exercise is done will determine the response of each parishioner. *Remember, you set the attitude by your words and inflections.*

- ✓ Pastor, parish priest or deacon leads this commitment with his own testimony through homily or reflection and filling out pledge card with assembly.
- ✓ Invite all parishioners at each Mass to participate with you in the Diocesan Ministry Appeal in-pew solicitation and collection of envelopes they have prepared to bring to Mass.
- ✓ Continue Bulletin Articles, Pulpit Announcements, Prayers of the Faithful Intercessions and QR code mentioning.

Every month until parish goal is met Follow-Up, Update & Give Thanks Weekends

**FEBRUARY
18/19**

- ✓ Saying ‘**Thank You**’ is never over-used or understated. Gratitude with successful detail should be expressed to those who have made a pledge or gift.
- ✓ Request those who have not yet responded to prayerfully consider participating.
- ✓ Ask that they pray for the success of the Appeal and the mission of our Church.

MAY 3 2ND Request Mailing delivered to Post Office

This follow-up is a request letter of support from the Bishop sent to previous Appeal donors who have not yet donated.

OCT. 3RD Mailing- For Vocations Appeal

11 In place of the 3rd mailing, the Office of Stewardship & Development will be sending a Vocations Appeal letter to parishioners who have not yet donated to the 2024 DMA Appeal, but have donated in years past (Last Year But Not This Year) (Some Years But Not This Year). **This mailing will be processed and paid for by the S&D office, at no cost to your parish.**

PARISH PARTICIPATION – ROLES & RESPONSIBILITIES

Relationship building, education and positive promotion are essential for a successful Annual Appeal. The Appeal involves a positive partnership between parishes and the Office of Stewardship and Development at the Pastoral Center.

- **Parishes** are encouraged to promote the Appeal in a positive manner, present the DMA information to parishioners and personally invite participation.
- **The Office of Stewardship and Development** prepares and distributes all DMA materials, provides an overall status report, helps process all donations, prepares and sends all acknowledgment and reminder letters to donors, and provides on-going support to leadership during all aspects of the Appeal.

It is important for parish leadership to understand the recommended roles and responsibilities which can lead to successful implementation of the Appeal.

For the pastor, parish priests and deacons -

- Delegate a committee, lay or staff members, to implement the Appeal at the parish.
- Set a positive tone for the Appeal. Your language and attitude impact your parishioners.
- Affirm the Appeal through Homilies, Bulletin and Pulpit Announcements.
- Pray for the success of the Appeal whenever possible.
- Make a personal gift/pledge.
- Thank your parishioners and often – you can never say thank you enough.

For the parish business manager/staff –

- Stay in regular communication with your pastor and parish staff regarding DMA Appeal status, parish inquiries, etc.
- Contact the S&D Office for any needed materials or questions. We are here to serve.
- Include Appeal information in all communications and ensure DMA materials are restocked in the church pews or near bulletins. Call 719-866-6459 or email jbernal@diocs.org if you need more DMA materials.
- Pray for the success of the Appeal whenever possible.
- Make a personal gift/pledge.

BASICS FOR A SUCCESSFUL ANNUAL APPEAL

In order to build momentum and inspire participation, it is vital to plan and implement activities that educate and gain attention of historical donors as well as new donors. Here are some helpful tips to assist in a successful Parish DMA effort.

- ✓ **Pray.** The power of prayer creates a unified strength that should always be encouraged and never underestimated.
- ✓ **Review your results from last year.** Pull the final report and evaluate results. Determine ways to improve results and create a plan that will achieve your goal.
- ✓ **Make your own pledge first.** As a faithful parish leader, make your own gift/pledge first, leading others to support the Appeal by your example.
- ✓ **Offer EVERYONE the opportunity to participate.** Never take away the opportunity for someone else to be generous.
- ✓ **Thank, Thank, Thank!** There is no substitute for genuine gratitude and affirmed progress and do it often. You can never say thank you enough.
- ✓ **Include Youth, Parish Ministries & Parish Staff.** Being part of the Annual Appeal for your parish draws these important ambassadors into the participation in the life, mission, and work of our Catholic faith community.
- ✓ **Know the facts and share them!** Be sure that everyone sharing the good news of the physical, educational, and spiritual programs funded by the Appeal is speaking with factual information. Communicate this information in your Bulletins, Website, Social Media, and in the announcements and prayers during all Masses.
- ✓ **Target a specific amount.** Don't generalize gift giving. Mention pledge options to maximize your parish potential. Everyone appreciates knowing their options. Encourage pledges that are paid in monthly installments. Always affirm that EVERY gift helps no matter the size.
- ✓ **Keep a positive attitude.** A positive approach to the Appeals' objectives and overall importance to the Church is essential. Your attitude sets the tone.
- ✓ **ASK!** If you don't ask, donors will not give. A donor does not know what you want, need nor what is expected until they are asked or invited. Also, life can get busy - sometimes they just need a reminder.

WAYS TO GIVE

Monthly Pledges:

Many people feel that they can participate at a sacrificial gift level if they make payments over a period of time. This option enables them to work within their budget and, often times, to be more generous in their gift-giving. We currently work with monthly and one-time pledges. Donors who make a pledge will receive monthly reminders, unless they have set up a recurring gift with their debit/credit account.

One-Time Gift:

If donors prefer, a one-time gift can be paid at the time of commitment, or a commitment can be made and then paid by December 31, 2024.

Electronic Giving:

We accept the following credit/debit cards (MasterCard, Visa and Discover).

Electronic giving can be completed in two ways:

1. Online giving is available through our diocesan website at:
giving.diocs.org/mission
2. A website banner is available to all parishes which can be placed on the parish website. This should have a direct link to the giving site mentioned in #1 above.

Matching Gifts:

Many companies have a Matching Gift Program for charity or educational purposes. The donor will need to contact their company to ensure they have completed the necessary application and procedures.

Gifts of Appreciated Stocks, Securities or QCDs:

Federal tax law may allow a charitable deduction for the full market value of securities on the date of a gift. For more information, consult your tax advisor and go to www.freewill.com/stocks/DioCS or www.freewill.com/QCD/DioCS to process your gift.

PARISH MAILING UPDATE INFORMATION

As all parish leaders know, current mailing information is vital for maintaining good relationships with your parishioners. Sharing the integrity of this information is equally important.

The development of a comprehensive annual giving program like the Diocesan Ministry Appeal (DMA) can be a daunting task. The most important part of its success is identifying potential donors and acquiring their contact information in order to prepare personalized direct mail packets parishioners receive at home.

IT IS VITAL TO KEEP YOUR PARISHIONER DATABASE RECORDS UP TO DATE AND CLEAN – FOR THIS MAILING AND MAILINGS/COMMUNICATIONS YOU SEND FROM YOUR PARISH.

If your parish is not on ParishSOFT, we hope you are sharing the additions, deletions and corrections of your parishioners' mailing information with the diocese. This includes updates regarding those who have passed away.

The address information we have for your parishioners is what will be used for the upcoming DMA mailings on behalf of your parish and will help you reach your parish DMA goal.

If you have not recently done so, please update your parish mailing information so that the upcoming mailing from our Bishop will reach all your parishioners. We all want to maintain a clean census database, and it takes teamwork to do so!

Thank you for all you do for your parish and the diocese in keeping accurate and up-to-date information for your parishioners!

VIDEO WEEKEND PULPIT PRESENTATION

VIDEO KICK-OFF WEEKEND ~*February 3 AND February 4, 2024*

(To be delivered by the pastor in each parish, either before each Mass or as part of the homily)

Suggested Pastor Message

I would like to announce that the 2024 Diocesan Ministry Appeal begins in our parish and throughout our diocese this weekend.

We join our Catholic brothers and sisters throughout Central Colorado to provide support for several critical ministries of our church. Each year, the Diocesan Ministry Appeal challenges us to look outside our parish boundaries and support the universal causes of our church. Today we have arranged for you to watch the 2024 Appeal video, which highlights some of the ministries that are funded through your generosity.

**** SHOW APPEAL VIDEO ****

(Duration – 5:19)

This week, you will receive a letter from Bishop Golka regarding the Appeal in the mail. You also will be hearing more about the Annual Appeal during Mass over the next few weeks. We ask you to make your commitment by or on the weekend of February 10th and 11th.

The Appeal is an opportunity for each and every Catholic household to help further the mission of the Diocese of Colorado Springs in Central Colorado. None of the monies raised in this Appeal go outside our local church. (Not USCCB or the Vatican.)

Thank you for your prayerful consideration and support of these important ministries that support our diocese AND our local parish.

IN-PEW SOLICITATION FOR INTENTION WEEKEND

An In-pew Solicitation process* is recommended for obtaining donations from a large portion of your parishioners at one time. This method of inviting participation requests a response by parishioners in church following an informational and motivating pastor or lay witness presentation.

If implemented thoroughly and properly, results have proven this practice increases both the number of donors and the dollars contributed.

How to Make Your In-Pew Solicitation Successful

1. Be sure that parishioners are given advance notice before they are asked for their gifts. This allows them to come to church prepared to make a pledge or one-time donation.
2. Posters and QR codes should be displayed in appropriate visible locations. Utilize special bulletin and pulpit announcements, as well as Prayers of the Faithful to inform people of the upcoming appeal and its benefits to the parish and those in need.
3. The first in-pew solicitation should be led by the priest, ideally the Pastor.
4. If necessary, a second in-pew appeal can be held a few months after the first one and be led by someone other than the pastor. Select those among your parish who have been affected by or who are participating in a diocesan ministry. They should be active, energetic and enthusiastic speakers. ***Remember: people give to people.***
5. In place of a parish lay-witness for your second in-pew appeal, the Office of Stewardship and Development can provide contact information for those leading or involved in the ministries/programs that receive funding from the Annual Appeal. You will then need to coordinate directly with the ministry leader to schedule their visit to speak at your parish.

**Directions and a sample script are available in this manual.*

Cont'd on next page

How to Make Your In-Pew Solicitation Successful (cont'd)

5. After the celebrant gives a brief homily, the celebrant should share a brief positive experience regarding a ministry, program or service funded by the Annual Appeal.

6. The celebrant should then give step-by-step instructions on how to fill out the in-pew pledge envelope or to get their phones out to scan the QR code. Be sure to indicate a suggested amount (for example, offer a parish average gift amount) as part of the instruction. Urge the parishioners to complete the envelopes in church and provide an explanation on the ways to give (pledge, pledge with payment, one-time gifts, online credit card and stock gifts).

7. At this time your parishioners should be prepared to make their donations. Allow 2-3 minutes for the parishioners to make their contributions either online using the QR code or by the intention form. Those making a check or cash payment should enclose it and seal the envelope.

8. As with all methods of solicitation, the follow-up is a necessary and vital element of success to the appeal. It is recommended you prepare a bulletin and pulpit announcement citing the number who participated, along with an 2024 DMA.

SAMPLE LAY PRESENTER'S PRESENTATION

LAY PRESENTER'S RESPONSIBILITIES

Before Presentation Weekend

Meet with your pastor or parish appeal coordinator to review the following items:

- When your presentation will be made – before Mass or post-communion?
- What you will say in your presentation (see suggested script).
- Are there any human interest stories involving DMA ministries that pertain to your parish that can be used in your presentation?
- How will the in-pew process take place?

On Presentation Weekend

- Coordinate with the users so that a supply of pens for parishioners is placed in the pews before each Mass, and that they know when to distribute the envelopes on your cue.
- Make a short (5 minute) presentation based on the suggested script followed by the distribution, completion and collection of the envelopes.

After your Presentation

- Be available after Mass to answer any questions or refer parishioners to the diocesan staff who can respond to their questions.

SUGGESTED SCRIPT FOR LAY IN-PEW PRESENTATION

Good evening/morning. My name is _____ and I have the privilege of speaking to you this weekend about the Diocesan Ministry Appeal. This time each year we are all asked to offer financial assistance and support to the ministry work of the Diocese of Colorado Springs. I want to thank all of you who have already responded by mail or during our last in-pew solicitation.

(Add personal testimony here. Should last approximately 3-5 minutes)

This year we are particularly stressing the importance of participation. It is our goal to receive an intention form from every household in our parish. Remember, you can make an intention or indicate that you are unable to give at this time. Now, I ask the ushers to please pass out the DMA intention handout.

This is one of the few times you will hear this, but I ask that at this time please get out your smartphones and have the camera feature ready.

Now, please open the flap and find the intention form. I ask those who have already made an intention through the mail or online to pray for the success of the DMA and for the thousands of people who benefit from the funds raised.

You can start by completing the contact information on the pledge form. Don't forget to indicate our parish name to make sure your donation helps achieve our goal. Please indicate the total amount of your intention on the right side of the form. If you are able to make a down payment, please do. If you can't make a down payment, don't let that stop you from making your pledge.

If you include a check, please write it out to Diocesan Ministry Appeal or DMA, not our parish. Cash may also be included as a one-time gift or initial intention payment.

Or those of you who would like to donate with your debit or credit card, using your smartphone, go ahead and scan the QR code with your camera and it will lead you to the online giving page to finish your pledge.

(Pause and wait until half of those participating are looking back at you.)

On behalf of Bishop Golka, our Pastor Fr. _____ and myself, but most especially on behalf of those who will benefit from your contributions, I thank you for your gift to the Diocesan Ministry Appeal.



DIOCESAN
MINISTRY APPEAL



To place the 2024 DMA video on your website, please paste the following code into your editor using HTML:

English Language Version:

Embedded code:

```
<iframe src="https://player.vimeo.com/video/903753569?h=ff4748a641" width="640" height="564" frameborder="0" allow="autoplay; fullscreen" allowfullscreen></iframe>
```

Or Vimeo Link: <https://vimeo.com/903753569?share=copy>

Spanish Language Version:

Embedded code: <iframe

```
src="https://player.vimeo.com/video/903786557?h=934d2d2830" width="640" height="564" frameborder="0" allow="autoplay; fullscreen" allowfullscreen></iframe>
```

Or Vimeo Link: <https://vimeo.com/903786557?share=copy>

Parish Resource Materials

All Digital Materials and resources will be available at this private website:

giving.diocs.org/diocesan-annual-appeal/materials

Weekly Parish Resource Sheets

Parishes will be sent weekly DMA content to use for parish websites, bulletins, social media posts, etc. These resources will also be made available on the above parish resource website.

DMA Grant Timeline

IMPORTANT DATES

Below please find an overview of the timeline for the grant application process. Please adhere to all indicated deadlines.

March 1-15, 2024	Office of Stewardship and Development (S&D) emails the Appeal Grant Applications to all parishes, schools, and affiliated organizations.
May 31, 2024	Deadline for parishes/schools to return completed Grant Application and all materials to Jennifer Bernal at jbernal@diocs.org . Parishes/Schools will not be able to move on to the next step of the process unless they submit all materials in a timely fashion.
June 1-15, 2024	Finance Office and Stewardship and Development review of Grant Application.
June 15-30, 2024	Appeal Advisory Committee Grant Applications Review Parishes, schools, and affiliated organizations may be contacted by Office of Stewardship and Development if committee needs clarifications on any part of the grant.
July 1-15, 2024	Final recommendations submitted to Bishop Golka.
July 15-31, 2024	Notification calls/emails to all grant requesters. S&D Office is also available to schedule meetings to discuss or clarify decisions.
August 1-31, 2024	Identified grant recipients receive awarded funds.
May 31, 2024	Follow-up Impact Report due from all recipients of grant funds.

Thank you for the work that you do in support of the mission of the Church in the Diocese of Colorado Springs. Please keep the Appeal in your prayers. Anything you can do to promote the Appeal through your existing communication efforts is greatly appreciated.

PRAISE the Lord who HEALS, giving HOPE to ALL.



DIOCESAN MINISTRY APPEAL



We are here to assist you to ensure this is a successful year for everyone. If you have any questions related to the Appeal, please do not hesitate to contact the Office of Stewardship and Development.

THANK YOU so much for your support. We honestly cannot do this without you and are sincerely grateful for all your assistance throughout the Appeal.

Jamie Crane

Director of Stewardship and
Development
Direct: 719-866-6518
jcrane@diocs.org

Mark Wood

Catholic Foundation
Advancement Officer
Direct: 719-866-6527
mwood@diocs.org

Jennifer Bernal

Annual Appeal Coordinator
Direct: 719-866-6459
jbernal@diocs.org

Kathy Rowlands

Administrative Assistant and
Event Coordinator
Direct: 719-866-6525
krowlands@diocs.org