**SAMPLE # 3 GENERIC PARISH OFFERTORY LETTER**

DATE

Dear Brothers and Sisters in Christ,

For many of us this spring has been a challenge. Some of us may have experienced reduced hours or job loss, the death of a loved one due to COVID-19 or anxiety from home schooling children. All of this may have really tested our faith.

In Acts we hear the story of Saul’s dramatic conversion on the road to Damascus. Saul had been going his own way for a long time. He did not have faith or even know what Jesus was asking of him. This is when God touched Saul’s heart and he was filled with faith. He believed in Christ’s resurrection and sharing in His suffering. Today, as we share in this suffering, we, too, must remember God is walking with us every step of the way. He will never leave us.

Now more than ever we must cling to our Catholic faith and remain filled with hope. It is through faith we find peace, comfort and healing. During these turbulent times it is important for us to pray daily, check in on our friends and family and if you are able to do so, share our gifts with those in need.

Many of you who regularly give at Mass have mailed your check to us and for this I am grateful. More families are also using our secure online giving page at <<website link>> to make their gifts. Thank you for your continued generous support of our parish. With your support we have been able to maintain \_\_\_\_ percent of our offertory. What a wonderful blessing!

Through your offertory giving we are able to help families in need of spiritual and other support. We are able to creatively continue to help children and youth grow in our Catholic faith, provide online spiritual resources and walk with grieving families.

Just like Saul may each of us say “Yes!” to God’s will and continue to reach out to each other with helping hands and the love of Jesus. Keep the faith alive! Please call me at <<phone number>> or email me at <<email>> if you need anything. I am praying for you and miss you.

Yours in Christ,

<<Priest Signature>>

<<Priest Printed Name>>

**SAMPLE # 3 “SEGMENT A” PARISH OFFERTORY LETTER**

**(Segment A: Active current donors)**

DATE

Dear <<Name>>,

For many of us this spring has been a challenge. Some of us may have experienced reduced hours or job loss, the death of a loved one due to COVID-19 or anxiety from home schooling children. All of this may have really tested our faith.

In Acts we hear the story of Saul’s dramatic conversion on the road to Damascus. Saul had been going his own way for a long time. He did not have faith or even know what Jesus was asking of him. This is when God touched Saul’s heart and he was filled with faith. He believed in Christ’s resurrection and sharing in His suffering. Today, as we share in this suffering, we, too, must remember God is walking with us every step of the way. He will never leave us.

Now more than ever we must cling to our Catholic faith and remain filled with hope. It is through faith we find peace, comfort and healing. During these turbulent times it is important for us to pray daily, check in on our friends and family and if you are able to do so, share our gifts with those in need.

Thank you for continued generous support of <<Parish Name>>. Your gifts have helped us to maintain \_\_\_\_ percent of our offertory. What a wonderful blessing!

Through your offertory giving we are able to help families in need of spiritual and other support. We are able to creatively continue to help children and youth grow in our Catholic faith, provide online spiritual resources and walk with grieving families.

Just like Saul may each of us say “Yes!” to God’s will and continue to reach out to each other with helping hands and the love of Jesus. Keep the faith alive! Please call me at <<phone number>> or email me at <<email>> if you need anything. I am praying for you and miss you.

Yours in Christ,

<<Priest Signature>>

<<Priest Printed Name>>

**SAMPLE # 3 “SEGMENT B” PARISH OFFERTORY LETTER**

**(Segment B: Families who gave in 2019and/or early 2020 but no longer give (most likely those families give by envelope at Mass))**

DATE

Dear <<Name>>,

For many of us this spring has been a challenge. Some of us may have experienced reduced hours or job loss, the death of a loved one due to COVID-19 or anxiety from home schooling children. All of this may have really tested our faith.

In Acts we hear the story of Saul’s dramatic conversion on the road to Damascus. Saul had been going his own way for a long time. He did not have faith or even know what Jesus was asking of him. This is when God touched Saul’s heart and he was filled with faith. He believed in Christ’s resurrection and sharing in His suffering. Today, as we share in this suffering, we, too, must remember God is walking with us every step of the way. He will never leave us.

Now more than ever we must cling to our Catholic faith and remain filled with hope. It is through faith we find peace, comfort and healing. During these turbulent times it is important for us to pray daily, check in on our friends and family and if you are able to do so, share our gifts with those in need.

Please prayerfully consider making your gift today. Many of you who regularly give at Mass have mailed your check to us and for this I am grateful. More families are also using our secure online giving page at <<website link>> to make their gifts. Thank you for your continued generous support of our parish. With your support we have been able to maintain \_\_\_\_ percent of our offertory. What a wonderful blessing!

Through your offertory giving we are able to help families in need of spiritual and other support. We are able to creatively continue to help children and youth grow in our Catholic faith, provide online spiritual resources and walk with grieving families.

Just like Saul may each of us say “Yes!” to God’s will and continue to reach out to each other with helping hands and the love of Jesus. Keep the faith alive! Please call me at <<phone number>> or email me at <<email>> if you need anything. I am praying for you and miss you.

Yours in Christ,

<<Priest Signature>>

<<Priest Printed Name>>

**SAMPLE # 3 “SEGMENT C” PARISH OFFERTORY LETTER**

**(Segment C: All other non-donors)**

DATE

Dear <<Name>>,

For many of us this spring has been a challenge. Some of us may have experienced reduced hours or job loss, the death of a loved one due to COVID-19 or anxiety from home schooling children. All of this may have really tested our faith.

In Acts we hear the story of Saul’s dramatic conversion on the road to Damascus. Saul had been going his own way for a long time. He did not have faith or even know what Jesus was asking of him. This is when God touched Saul’s heart and he was filled with faith. He believed in Christ’s resurrection and sharing in His suffering. Today, as we share in this suffering, we, too, must remember God is walking with us every step of the way. He will never leave us.

Now more than ever we must cling to our Catholic faith and remain filled with hope. It is through faith we find peace, comfort and healing. During these turbulent times it is important for us to pray daily, check in on our friends and family and if you are able to do so, share our gifts with those in need.

Many of you who regularly give at Mass have mailed your check to us and for this I am grateful. More families are also using our secure online giving page at <<website link>> to make their gifts. Please prayerfully consider making your gift today!

Through your offertory giving we are able to help families in need of spiritual and other support. We are able to creatively continue to help children and youth grow in our Catholic faith, provide online spiritual resources and walk with grieving families.

Just like Saul may each of us say “Yes!” to God’s will and continue to reach out to each other with helping hands and the love of Jesus. Keep the faith alive! Please call me at <<phone number>> or email me at <<email>> if you need anything. I am praying for you and miss you.

Yours in Christ,

<<Priest Signature>>

<<Priest Printed Name>>

**How to Segment Direct Mail Letters and Emails for Best Results**

1. **Who to segment**

Segment A: Active current donors

Segment B: Families who gave in 2019and/or early 2020 but no longer give (most likely those families give by envelope at Mass)

Segment C: All other non-donors

2. **How to segment**

Extract all parish families and their giving history to the parish for the last two years

from Gabriel software. Make sure to extract not only giving history but names, addresses, and email addresses. Once this information is extracted to Excel you can

sort via giving history to build your specific segments. If you have questions on how

to do this, please contact the diocesan IT Help Desk at 920.272.8111 or via email

at ithelpdesk@gbdioc.org.

3. **What segment gets what letter/email**

Segment A: Active Current Donors get the personalized thank you letter/email

Segment B: Gave in Past but No Longer Giving Donors get personalized letter/email with invitation to give to the parish

Segment C: All non-donors receive letter/email with invitation to give to the parish