

# Raising Vocations Collection 2023 Instruction Guide for Pastors and Parish Personnel



**Kickoff Weekend** – the weekend of August 5 – 6.

**Direct Mail Letter, Pledge Card, Return Envelope & Brochure** – will be mailed directly to your parishioners the week of July 31st.

**Envelopes & Blank Pledge Cards** – A small quantity of envelopes and blank pledge cards in English and Spanish (if needed) are in this packet. Please place these around your Church to be taken home after Mass by visitors or parishioners who have misplaced their mailing. Keep the extra materials available for the month of August.

**Bulletin Announcements** – are provided for the two weekends prior to the collection and several weekends after. Please know the Catholic Foundation will also email weekly updates on the progress of the collection with a link to collection totals.

**Audio CD** – in English and Spanish (if needed) of Bishop Ricken and Sister Laura Zelten is designed to be played at parishes on the kickoff weekend of the collection. If your parish has invited a seminarian to speak, this could be used the following weekend as a follow-up promotional piece.

**Checks from Parishioners** – in our mailing to your parishioners we are asking that checks are made payable to: **CF-Raising Vocations Collection**. Parishioners can either mail their envelopes directly to the Catholic Foundation, PO Box 23001, Green Bay, WI 54305-3001 OR turn them in at the parish. **All envelopes received at the parish should be forwarded, unopened to the Catholic Foundation at the same address for processing.**

**Receipts & Thank You** – the Catholic Foundation will be responsible for receipting donors. A thank you letter and receipt will be sent from Fr. Mark Mleziva, Vocation Director, acknowledging their gifts to the Raising Vocations Collection.

**Posters** – in English and Spanish (if needed) are included with this packet for your parish. If you need additional posters, please contact us. Please hang these posters two weeks prior to the kickoff weekend on July 22-23.

(OVER)

**Intercession for Masses the Weekend of Collection:**

*For more young people to say yes to the vocations of the priesthood and religious life in the Diocese of Green Bay, let us pray to the Lord.*

**Website:** Vocations Events and other information can be found at the diocesan website: [www.gb vocations.org](http://www.gb vocations.org)

**Parish Resources** for the Raising Vocations Collection are available at: [www.catholicfoundationgb.org](http://www.catholicfoundationgb.org)

**For Information regarding additional Raising Vocations Collection materials, questions or your parish remittance, please contact:**

Catholic Foundation: Tammy Danz at 1-877-500-3580, ext. 8123, 920-272-8123 or [tdanz@gbdioc.org](mailto:tdanz@gbdioc.org)