



DIOCESE OF MANCHESTER MEMORANDUM

To: Pastors, Parish Administrators, and Parish Business Managers/Bookkeepers
cc: Mac Bryant, Finance Officer and Cabinet Secretary for Temporalities
From: Christine Bogacz, Director of Parish & School Financial Services
Date: February 14, 2023
RE: 2022-2023 and 2023-2024 Fiscal Year and Calendar Year Special Collection Schedules

2022-2023 and 2023-2024 Fiscal Year Special Collection Schedules:

Please find attached the collections calendars for fiscal years' 2022-2023 and 2023-2024. These schedules include the name of the collection, the date of the collection, a description to be used in the bulletin and/or at the pulpit, and Diocesan contact information.

2022 and 2023 Calendar Year Special Collection Schedules:

As a reminder, do not order envelopes for the following second collections that have been discontinued:

- Diocesan Seminarian Fund (8000)
- Parish to Parish Support (8008)
- NH Missionaries Abroad (8010)
- Catholic University & USCCB (8011)
- NH Diocesan Priest Retirement (8012)

Also, as a reminder, in the Spring of 2023, all parishes will collect the New Hampshire Catholic Appeal (NHCA). The Catholic Charities of New Hampshire Appeal (CCNH) has been discontinued at all parishes. CCNH will receive a substantial portion of the funds raised from the NHCA.

Please find attached the collections calendars for calendar years' 2023 and 2024 that were sent to the envelope companies currently utilized by parishes in the Diocese of Manchester. The following envelope companies received this mailing:

- Cathedral Corporation
- National Church Solutions
- DP Murphy Company
- Fred F. Waltz Company
- One Write Company
- Our Sunday Visitor Offering Envelope Division
- Church Budget Monthly Mail Company

If your envelope company is not listed above, please notify Debra Keane at 663-0155 or at dkeane@rcbm.org in the Finance Office. This will ensure that your current provider will be included in this and future mailings.

Should you have any questions regarding the policies and procedure for special collections (collecting, depositing, remitting etc.), please see *Norm 4.6, Definition of Special Collections/Appeals* in the Parish Finance Manual or contact me at 663-0118 or cbogacz@rcbm.org for assistance. (Enclosures)