



Dear Pastors, Parish Administrators, Council Members, & and Volunteers,

The *Catholic Sharing Appeal* began in 2007 as a way to provide financial support to essential ministries, services, and programs throughout the Diocese of Wheeling-Charleston, including parishes and missions. Since then, more than \$23 million has been provided throughout the diocese to equip our pastoral leaders with tools needed to teach the faith, celebrate the Blessed Sacraments, expand our charitable outreach, and build a vibrant culture of faith centered around the Eucharist.

Because of the Coronavirus pandemic, the decision was made to suspend the CSA in 2020, but that didn't stop the tremendous outpouring of support we saw through online parish offertory donations, the One Mission One Day Campaign for Catholic Schools and the Giving Tuesday Campaign at the end of the last year. Your leadership and commitment to serving your parish are two of the many reasons people continue to give so generously, and for that we say THANK YOU!

We have been hard at work over the past year making plans to modernize and revamp the appeal, while taking into consideration how the pandemic has impacted offertory and attendance. The pages that follow include information and tools to set your parish up for a successful 2021 *Catholic Sharing Appeal*. Also, be sure to check out the CSA website (DWC.org/CSA), too! It's a wonderful resource for our parishes and parishioners alike.

Thank you for all you do for your parish and the Diocese of Wheeling-Charleston! We look forward to working with you again this year. Please reach out if there is anything we can assist you with.

Sincerely,

Krissie Benson

&

Heidi Sforza

kbenson@dwc.org

hsforza@dwc.org

(304)233-0880 x259

(304)233-0880 x258

Let us Pray,

Use me God,
Show me how to *Give* generously,
Pray purposefully, and *Serve* joyfully
for a purpose greater than myself.

Amen.

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History Report

Year	Theme	Goal	Total Raised	% of Goal	Largest Gift	# of Donors	Avg. Gift	Participation	Parishes Over Goal	Parish Share
2007	Sharing Together in Faith	\$700,000	\$1,051,107	150%	\$10,000	4,179	\$251	12%	81/130	\$539,000
2008	Joining Hands to Do God's Work	\$1,000,000	\$1,272,869	127%	\$25,000	4,646	\$274	11%	87/130	\$588,150
2009	Many Generations One Faith	\$1,100,000	\$1,287,932	117%	\$25,000	4,313	\$299	11%	79/130	\$644,000
2010	Gospel Giving	\$1,250,000	\$1,335,893	107%	\$25,000	4,228	\$316	11%	77/130	\$678,950
2011	Serve the Lord with Gladness	\$1,400,000	\$1,429,008	102%	\$10,500	4,499	\$318	12%	77/129	\$710,000
2012	Shepherding the Flock	\$1,500,000	\$1,410,719	94%	\$25,000	4,541	\$311	12%	70/127	\$714,643
2013	Do You Love Me	\$1,500,000	\$1,528,354	102%	\$10,000	4,783	\$320	12%	72/127	\$747,027
2014	Share the Joy	\$1,550,000	\$1,582,206	102%	\$50,000	4,897	\$323	13%	63/127	\$798,800
2015	Build Our Church	\$1,600,000	\$1,922,607	120%	\$60,000	4,867	\$395	14%	68/127	\$1,113,035
2016	Opening the Doors of His Mercy	\$1,700,000	\$1,905,959	112%	\$25,000	4,795	\$397	15%	63/126	\$1,055,932
2017	Hands to Serve, Hearts to Love	\$1,800,000	\$2,568,782	143%	\$200,000	4,930	\$521	14%	59/125	\$1,704,999
2018	Almost Heaven	\$2,000,000	\$3,340,854	167%	\$250,000	5,287	\$632	15%	62/102	\$2,370,829
2019	Sowing Seeds of HOPE	\$2,000,000	\$2,012,400	101%	\$200,000	3,705	\$543	12%	42/111	\$1,179,816

Timeline

February 25	CSA Kick Off Meeting with Parishes
March 24	CSA Email #1 – <ul style="list-style-type: none">• CSA introduction from Bishop
April 19	CSA Mailing #1 <ul style="list-style-type: none">• Letter from Bishop to all registered parishioners
May 1	CSA Email #2
May 17	CSA Mailing #2 <ul style="list-style-type: none">• Letter from pastor to all registered parishioners
May 22-23	Lay Speaker Presentation & Commitment Weekend
June 8	CSA Email #3
July 26	CSA Mailing #3 - SYBUNT
August 9	CSA Email #4
October 4	CSA Mailing #4 - LYBUNT
October 19	CSA Email #5
November 1	Mass of Gratitude Invitations
November 8	CSA Mailing #5 – Giving Tuesday
November 15	End of Year Letter from Pastors
November 16	Giving Tuesday Email
November 22	Mass of Gratitude
November 30	Giving Tuesday
January 2022	Tax Receipts

Parish Goals

1426	All Saints Parish	Bridgeport	\$46,380.00
1822	Annunciation of Our Lord Parish	Fort Ashby	\$9,110.00
1141	Ascension Parish	Hurricane	\$19,425.00
1806	Assumption Parish	Keyser	\$15,835.00
1111	Basilica of the Co-Cathedral of the Sacred Heart	Charleston	\$62,845.00
1116	Blessed Sacrament Parish	South Charleston	\$34,345.00
1026	Cathedral of St. Joseph	Wheeling	\$16,880.00
2111	Christ Our Hope Mission	Harrisville	\$1,935.00
1131	Christ the King Parish	Dunbar/Nitro	\$5,990.00
1011	Corpus Christi Parish	Wheeling	\$23,240.00
1816	Epiphany of the Lord Parish	Moorefield	\$5,525.00
2321	Good Shepherd Mission	Glenville	\$2,155.00
1241	Holy Family Parish	Richwood	\$3,215.00
2141	Holy Redeemer Parish	Spencer	\$5,310.00
2131	Holy Rosary Mission	Sistersville	\$3,685.00
2306	Holy Rosary Parish	Buckhannon	\$11,330.00
1661	Holy Spirit Parish	Monongah	\$10,315.00
1151	Holy Trinity Parish	Nitro	\$7,760.00
1416	Immaculate Conception Parish	Clarksburg	\$58,120.00
1606	Immaculate Conception Parish	Fairmont	\$21,750.00
1146	Immaculate Conception Parish/St. Anthony Shrine	Montgomery	\$3,260.00
2236	Immaculate Conception Parish	New Cumberland	\$7,055.00
2136	Mater Dolorosa Parish	Paden City	\$5,470.00
1701	Our Lady of Fatima Parish	Huntington	\$37,115.00
1826	Our Lady of Grace Parish	Romney	\$7,750.00
1523	Our Lady of Mercy Mission	Parsons	\$4,780.00
1036	Our Lady of Peace Parish	Wheeling	\$22,125.00
1451	Our Lady of Perpetual Help Parish	Stonewood	\$28,820.00
1032	Our Lady of Seven Dolours Mission	Triadelphia	\$4,820.00
1136	Our Lady of the Hills Parish	Elkview	\$5,385.00
1126	Risen Lord Mission	Maysel/Clay	\$1,780.00
1731	Sacred Heart Mission	Point Pleasant	\$3,615.00
1311	Sacred Heart Mission	Powhatan	\$1,985.00
1221	Sacred Heart Mission	Rainelle	\$2,185.00
1436	Sacred Heart Mission	Salem	\$3,070.00
2201	Sacred Heart of Mary Parish	Weirton	\$13,680.00
1301	Sacred Heart Parish	Bluefield	\$22,180.00
2226	Sacred Heart Parish	Chester	\$12,780.00
1721	Sacred Heart Parish	Huntington	\$10,310.00

1316	Sacred Heart Parish	Princeton	\$17,760.00
1931	Sacred Heart Parish	Williamson	\$8,145.00
1216	SS. Peter and Paul Parish	Oak Hill	\$16,965.00
1101	St. Agnes Parish	Charleston	\$19,000.00
2021	St. Agnes Parish	Shepherdstown	\$44,205.00
1001	St. Alphonsus Parish	Wheeling	\$8,460.00
1446	St. Ann Parish	Shinnston	\$11,575.00
1526	St. Anne Parish	Webster Springs	\$1,770.00
1106	St. Anthony Parish	Charleston	\$9,590.00
1601	St. Anthony Parish	Fairmont	\$13,680.00
2231	St. Anthony Parish	Follansbee	\$19,520.00
1821	St. Anthony Parish	Ridgely	\$3,910.00
1147	St. Anthony's Shrine Mission	Boomer	\$4,960.00
1421	St. Augustine Parish	Grafton	\$7,525.00
1902	St. Barbara Mission	Chapmanville	\$1,220.00
2002	St. Bernadette Mission	Hedgesville	\$16,165.00
2311	St. Boniface Parish	Camden	\$5,140.00
1506	St. Brendan Parish	Elkins	\$16,890.00
1226	St. Catherine of Sienna Parish	WSS/Ronceverte	\$7,770.00
1236	St. Charles Borromeo Parish	White Sulphur Springs	\$7,250.00
1640	St. Edward the Confessor Mission	Terra Alta	\$2,635.00
1801	St. Elizabeth Ann Seton Parish	Franklin	\$2,150.00
2143	St. Elizabeth of Hungary Mission	Elizabeth	\$2,375.00
1431	St. Elizabeth Parish	Philippi	\$5,120.00
1201	St. Francis de Sales Parish	Beckley	\$41,120.00
1651	St. Francis de Sales Parish	Morgantown	\$66,565.00
1916	St. Francis of Assisi Parish	Logan	\$6,060.00
1156	St. Francis of Assisi Parish	St. Albans	\$23,445.00
1076	St. Francis Xavier Parish	Moundsville	\$19,110.00
2101	St. Francis Xavier Parish	Parkersburg	\$26,450.00
2011	St. James Parish	Charles Town	\$60,880.00
1071	St. James Parish	McMechen	\$3,750.00
1401	St. James the Apostle Parish	Clarksburg	\$9,565.00
1516	St. John Neumann Parish	Marlinton	\$3,670.00
1056	St. John Parish	Benwood	\$4,860.00
2126	St. John Parish	Saint Marys	\$6,610.00
1231	St. John the Evangelist Parish	Summersville	\$12,580.00
2216	St. John the Evangelist Parish	Wellsburg	\$14,355.00
1656	St. John University Parish	Morgantown	\$35,780.00
1081	St. Joseph Mission	Proctor	\$4,270.00
1711	St. Joseph Parish	Huntington	\$54,660.00

2001	St. Joseph Parish	Martinsburg	\$51,275.00
2206	St. Joseph the Worker Parish	Weirton	\$40,405.00
1066	St. Jude Parish	Glen Dale	\$9,825.00
2016	St. Leo Parish	Inwood	\$25,670.00
1676	St. Luke the Evangelist Parish	Morgantown/Cheat Lake	\$22,580.00
2106	St. Margaret Mary Parish	Parkersburg	\$43,250.00
1517	St. Mark the Evangelist Mission	Bartow	\$1,400.00
1811	St. Mary Parish	Petersburg	\$4,455.00
1666	St. Mary Parish	Star City	\$41,675.00
1901	St. Mary Queen of Heaven Parish	Madison	\$2,130.00
2121	St. Matthew Parish	Ravenswood	\$9,215.00
2146	St. Michael Parish	Vienna	\$26,740.00
1041	St. Michael Parish	Wheeling	\$58,140.00
2151	St. Monica Mission	Lubeck	\$3,250.00
1138	St. Patrick Mission	Nitro/Bancroft	\$2,830.00
1501	St. Patrick Parish	Coalton	\$5,250.00
1206	St. Patrick Parish	Hinton	\$5,700.00
1646	St. Patrick Parish	Mannington	\$6,620.00
2301	St. Patrick Parish	Weston	\$19,465.00
2211	St. Paul Parish	Weirton	\$27,985.00
1716	St. Peter Claver Parish	Huntington	\$5,355.00
1626	St. Peter Parish	Mannington/Farmington	\$5,830.00
1331	St. Peter Parish	Welch	\$1,960.00
1611	St. Peter the Fisherman Parish	Fairmont	\$19,650.00
1636	St. Sebastian Parish	Kingwood	\$11,720.00
1726	St. Stephen Parish	Ona	\$6,655.00
1521	St. Thomas Aquinas Parish	Thomas	\$12,250.00
2316	St. Thomas Parish	Gassaway	\$4,715.00
2006	St. Vincent De Paul Parish	Berkeley Springs	\$14,320.00
2116	St. Vincent De Paul Parish	New Martinsville	\$13,610.00
1031	St. Vincent de Paul Parish	Wheeling	\$31,760.00
1641	St. Zita Mission	Kingwood	\$5,555.00

Sample Pastor's Letter – May 17

Dear [PARISHIONER],

Spring is one of my favorite times of the year! It's a season of new beginnings that brings a sense of hope when the flowers begin to bloom and the leaves on the trees once again turn green. It reminds each of us that after a cold winter, the promise of a warm, sunny day is on the horizon.

During the past year, each of us were presented with challenges, as well as additional time for pause and reflection. I found myself continuously thinking of, and praying for, our [PARISH NAME] family. I watched you step up and make a difference in our community, just as you always have. You kept us moving forward by helping each other and provided hope each and every day. You have been, without a doubt, a follower of Jesus Christ this past year, and for that, I say **THANK YOU!**

By now you should have received a letter from Bishop Brennan regarding the 2021 *Catholic Sharing Appeal* (CSA). Since 2007, the Appeal has supported parishes and ministries throughout the diocese and helped to fund shared ministries, such as youth and children's ministries, Catholic education, Catechist training, and support for the poor and the most vulnerable. Funding provided by CSA in the past has helped us to [PARISH SPECIFIC EXAMPLES: replace the parish roof, repave the parking lot, support youth ministry...]

Today, I ask you to prayerfully consider joining me in making a gift to this year's CSA. Our parish goal this year is \$[GOAL] and we plan to use the funding we receive to [PARISH CASE]. Your support today can help us reach our goal and [EMPHASIZE PARISH CASE]! You can either make your gift by completing the enclosed pledge card or securely online at dwc.org/csa.

Thank you for graciously, prayerfully, and generously living your Catholic faith each day, as we all grow in the grace of the Eucharist together. I am grateful for your generosity and for all you do for our parish and for those who need our support the most. I look forward to our journey of faith ahead!

Sincerely yours in Christ,

[NAME]

[TITLE]

PS: Bishop Brennan would like to include your intentions in his daily prayers. If you have an intention to share, please submit them to him at dwc.org/csaprayerintentions

Kick Off Announcement

Pastor's Announcement:

For more than a decade, the *Catholic Sharing Appeal* (CSA) has been providing support to ministries, services, and programs throughout the Diocese of Wheeling-Charleston, as well as for parishes and missions. This week you should have received a letter from Bishop Brennan asking you to join him in making a sacrificial gift to the CSA. Today I'm asking you to join with me as well. Please pray for our parish and our diocese, and prayerfully consider sharing your many gifts, whether it be a financial gift to the CSA or a gift of your time to a new ministry. Together, we can fulfill our calling for a stronger, brighter future.

Intercession:

That God may bless our parish, strengthen our faith, and lead us on a journey of Christian stewardship by opening our hearts to the Catholic Sharing Appeal. We pray to the Lord.

Sample Lay Speaker Presentation

Sample Parishioner Testimony:

Good morning! For those of you who may not know me, my name is Heidi Sforza and I have been a member of St. Jude Parish for my entire life. Father John asked me to speak to you today on behalf of the Catholic Sharing Appeal. As a donor to the CSA for the last ten years, I understand the impact it has on our parish, on our diocese, and on our state as a whole.

The *Catholic Sharing Appeal* was created in 2007 to help our diocese carry out the work of the Church throughout our state. Each year we receive a parish goal. The first 50% of the goal is used to help enliven ministries across our diocese that strengthen families, enrich parish life and expand our charitable outreach for our neighbors in need. The Parish share portion of this appeal has allowed us to complete so many necessary renovations and updates within these walls as well as to the parish property. Your gifts to the CSA have allowed us to replace the carpet, to update the HVAC and AC units, to repave the parking lot, to paint the church, to update the lighting, to improve our sound system... the list goes on. I want to take this opportunity to thank you for your continued support of the appeal over the years.

While our parish and so many ministries of our diocese rely on your financial gifts to the CSA, we also need your prayers, your time and your talents to continue to carry out the work of the Church. Today, I stand before you and ask you to join me in making a commitment to our parish and our diocese. There are so many ways you can give back.

You should have received information about the CSA in the mail and in your email from Bishop Brennan as well as Fr. John. After prayerful consideration, please take a few moments to fill out a pledge card or visit the CSA website, dwc.org/csa. We have also provided a QR code in this week's bulletin. You can simply scan that using your smartphone and it will take you directly to the giving website.

Thank you for your time this morning. I would like to close with the CSA prayer.

Use me God,
Show me how to *Give* generously,
Pray purposefully, and *Serve* joyfully
for a purpose greater than myself.

Amen.

Intercession:

In gratitude for all those making a commitment to the Catholic Sharing Appeal. May their prayers, service, and generosity deepen their faith in Christ and may they feel a sense of purpose as they continue along this stewardship journey.

Follow Up Announcement

Pastor's Announcement:

Over the last couple months, we have talked a great deal about the *Catholic Sharing Appeal* and the impact your gifts make on our parish, as well as in our diocese. I am pleased to share with you today that XXX parishioners have made a commitment to the 2021 CSA. It is important to note that we are already at XX% of our monetary goal with \$XXX pledged to our parish. Thank you to all of you who have already donated. If you haven't made a gift yet, it's not too late! You can visit the CSA website, dwc.org/csa. As your pastor, it is important for you to know that I support the CSA and have made my own commitment. Please know how much I appreciate your support of our parish and our diocese. Together we can do great things to carry out the work of the Church. Let us pray the CSA prayer together...

Use me God,
Show me how to Give generously,
Pray purposefully, and Serve joyfully
for a purpose greater than myself.

Amen.

Intercession:

For the special intentions of all those who have supported the Catholic Sharing Appeal through prayers, service, and financial support. May their gifts strengthen our parish community and draw us ever closer to the heart of Jesus. We pray to the Lord

Pledge Collection and Acknowledgements

Process for Checks Made Payable to the Parish for the Catholic Sharing Appeal:

1. Deposit the checks made payable to your parish, as well as any cash collected.
2. Record this amount on your parish finance reports under 21040 Other Diocesan Collections. Deposits entered under this number (21040) are not considered taxable income. For even better records on the deposit of funds, for the 21040 Other Diocesan Collections, you can set up a sub account called “Catholic Sharing Appeal.” If you are not familiar with how to do this, please feel free to contact Alex Nagem in the finance office and he can assist you with this.
3. Write a check (*payable to the Catholic Sharing Appeal*) for the total amount. Send that check, along with a detailed list of the donors’ name, address and gift amount to our office – Catholic Sharing Appeal, PO Box 230, Wheeling WV 26003.
4. Record this “expense” on your parish finance reports under 30131 Diocesan Collections

Process for sending a check from the parish:

We are working closely with the Diocesan Finance Office and are strengthening our processes. If you are sending money to the CSA on a **parish check**, please be sure to include documentation with each check such as whether it was from a specific fundraiser for the CSA, a special collection, cash donations, etc. With the check please include a summary of the donors and gift amounts. Or, if it is from a fundraiser or special event earmarked for the CSA, please just document that.

Pledges and one-time gifts should be collected from all Masses during Commitment Weekend and sent to the Diocese, unopened.

DO NOT OPEN ENVELOPES COLLECTED AT THE PARISH.

Place all donations and in-pew envelopes in a large envelope/package. Packages can be mailed (via certified mail) or delivered to the front desk of the Diocese of Wheeling-Charleston.

Mail to:
Catholic Sharing Appeal
P.O. Box 230
Wheeling, WV 26003

or

Deliver to:
Diocese of Wheeling-Charleston
1311 Byron St.
Wheeling, WV 26003

All donors will receive an acknowledgement letter from the diocese. We highly encourage you to thank your donors at the parish level as well. A sample acknowledgement letter is on the following page. For an updated list of donors from your parish, contact Heidi Sforza or Cayla Morando in the Stewardship and Development Office.

Parish progress bars will be updated on the CSA website, typically on Friday afternoons. Feel free to call at any time for an update.

Sample Acknowledgement Letter from Pastor

Date

Dear **ADDRESSEE**,

Thank you for your generous gift of \$**GIFT AMOUNT** to the *Catholic Sharing Appeal (CSA)*. Your generosity is a powerful witness of your commitment to the future of our faith. Your support will help to share the Good News of Jesus with those in our parish and throughout our diocese.

With your help, our Catholic community will continue to provide food, shelter, education, hope and joy to those who are suffering and in need, to the weak and abandoned. Many people in our own parish receive support from the ministries of the Church supported, in part, by the CSA.

I am grateful for your participation in the CSA. The generosity among so many across our diocese is an important part of our ability to tell the story of Christ among us. May God continue to bless you and your loved ones.

Sincerely,

[NAME]

[TITLE]

Best Practices

We cannot stress enough how important it is for the Pastor to TALK ABOUT THE APPEAL. The more you talk with your parishioners, the better response you will receive.

- **Get Involved!**
- Make sure parishioners know how the parish plans to use their share of the CSA.
- As the pastor, it is important that you make the first gift.
- Make an announcement at each Mass, giving updates on the amount raised, percent of goal, number of donors, etc.
- Use the bulletin announcements provided by the Stewardship & Development Office
- Dedicate a place in parish bulletins, emails and newsletters for updates and announcements on CSA related news each week. Parishioners will become accustomed to looking there for updates.
- Post pictures from previous projects funded by the CSA on your social media sites.
- Post a weekly update on your social media sites. Share the link to your parish progress bar, the donation link, or the prayer intentions link.
- Say the appeal prayer at each Mass.
- Place a QR code in your parish bulletin during the active phase of the appeal.
- Record/video your lay speaker presentation and share it on social media. If your speaker is comfortable with it, share it LIVE on Facebook.
- Know who your donors are and thank them! (Request a donor report from the Stewardship & Development Office.)

For the latest appeal totals, check the CSA website, www.dwc.org/csa. We will update parish progress thermometers each week. You can also contact Heidi Sforza in the Stewardship & Development Office for a report.

Contact Information

Office of Stewardship and Development

Dee Dean, Data Entry Specialist
304-233-0880, Ext. 257
ddean@dwc.org

Cayla Morando, Secretary
304-233-0880, Ext. 262
cmorando@dwc.org

Heidi Sforza, Director of Annual Giving
304-233-0880, Ext. 258
hsforza@dwc.org

Krissie Benson, Executive Director
304-233-0880, Ext. 259
kbenson@dwc.org

Mailing Address

Catholic Sharing Appeal
P.O. Box 230
Wheeling, WV 26003

Website:

www.DWC.org/CSA