

# ACTS Appeal Timetable 2010

**2010**

**January 2-8**

Week 0

- Deadline for selecting Lay Presenter(s) and reporting name(s) to the Office of Stewardship & Development, Friday, January 8
- The Leaven coverage begins 01/08/2010

**January 9-15**

Week 1

- Archbishop Naumann's homily played at all Masses with endorsement by pastor from the pulpit, January 09/10
- Personalized letters sent to all homes the week of January 11, 2010
- Parishioners encouraged to return completed pledge cards to the parish through the collection next weekend, January 16/17
- Suggested prayers of the faithful, bulletin and pulpit announcements, January 09/10
- Moratorium on fund raising begins, Saturday, January 9
- The Leaven series 1/15

**January 16-22**

Week 2

- Suggested prayers of the faithful, bulletin and pulpit announcements, January 16/17
- Pledge card collection
- The Leaven series 1/22

**January 23-29**

Week 3

- Suggested prayers of the faithful, bulletin and pulpit announcements, January 23/24
- Lay Presenters speak at all the Masses January 23/24
- Pledge card collection
- The Leaven series 1/29

**Jan. 30 – Feb. 5**

Week 4

- Suggested prayers of the faithful, bulletin and pulpit announcements, January 30/31
- The Leaven series 2/5

**February 6-12**

Week 5

- Pastor conducts in-pew appeal, February 6/7 (Option 1)
- Suggested prayers of the faithful, bulletin and pulpit announcements, February 6/7
- Pledge card collection
- The Leaven series 2/12

- Moratorium on fund raising ceases, Sunday, February 7
- First donor reports distributed to all parishes from the Office of Stewardship & Development, Monday, February 8

### **February 13-19**

#### Week 6

- Pastor conducts in-pew appeal, February 13/14 (Option 2)
- 1<sup>st</sup> Follow-up mailing sent to non-respondents from the Archdiocese the week of February 15, 2010
- Suggested prayers of the faithful, bulletin and pulpit announcements, February 13/14
- The Leaven series 2/19

### **March 2010**

- The Leaven ACTS 2010 update
- Second donor reports distributed to all parishes from the Office of Stewardship and Development.
- Evaluations sent to Pastors

### **May 2010**

- The Leaven – Final report on appeal progress

### **July 2010**

- ACTS 2010 Update

### **November 2010**

- Appreciation Mass and Brunch (2010 Crosier Society members, Department of Parish Ministries, ACTS Recipients, Legacy Society members and Stewardship Award winners)
- Donors thanked again for their ACTS 2010 gifts by Archbishop Naumann

### **December 2010**

- ACTS Annual Report for Fiscal Years 2009-2010 and 2010-2011