

# Quick Reference Calendar

Key dates for the Bishop's Annual Appeal *Sharing Our Faith*:

- Awareness Weekend: April 21/22
- Diocese mails packets to all parishioners: Week of April 23
- Announcement Weekend: April 28/29, Bishop's Homily (via audio CD)
- Commitment Weekend: May 19/20
- Follow-Up Weekend: June 9/10

## April 21/22 - Awareness Weekend

- Pulpit Announcement for upcoming BAA

## Week of Monday, April 23:

Diocese ships BAA Materials to Parishes:

- BAA Posters – place in your high traffic areas as soon as you receive them.
- First Bulletin Insert for April 28/29

## April 28/29 - Announcement Weekend

- 1st Bulletin Insert
- Prepare short Homily on Bishop's Annual Appeal
- Play Bishop Cary's audio CD

## Week of May 1:

- › **Diocese mails first BAA packet to all registered parishioners.**
- › In-Pew envelopes and Prayer Cards mailed to parishes

## May 6: Diocesan Chronicle BAA Issue

- Mention Bishop's Annual Appeal in Homily and point out the Diocesan Chronicle is a "special issue"
- In-Pew envelopes available in pews

## May 12/13

- 2nd Bulletin Insert
- Pulpit Announcement for Commitment Weekend

## May 14-18: Preparation for Commitment Weekend

- Parishes prepare for Commitment Weekend by meeting with those who will distribute and collect In-Pew pledge envelopes.

## May 19/20 - Commitment Weekend

- 3rd Bulletin Insert
- Pastor: prepare short Homily on BAA
- In-Pew process - implemented by Lay volunteer
- Prayer cards distributed in the back of the church

## June 2/3:

- Pulpit Announcement for Follow-Up Weekend

## First week of June

- › Diocese sends first group of monthly pledge reminders to parishioners who have made pledges.

## June 9/10: Follow-Up Weekend

- 4th Bulletin Insert
- Mention Bishop's Annual Appeal in Homily
- Have In-Pew envelopes available in pews

## Wednesday, July 11

- › Diocese sends parish goals update every week until completed on the BAA section of the Diocese web page. Parishes can also email [terri@dioceseofbaker.org](mailto:terri@dioceseofbaker.org) for an update.

## July 14/15:

- Pulpit Announcement—2nd Mailer

## July 16:

- › Second mailer sent to all parishioners who have not yet given to the Appeal.