

To: Pastors, Stewardship Directors/Coordinators, Stewardship Chairpeople
From: Laurie Whitfield, (516) 678-5800 x297, Office of Parish Stewardship, Diocese of Rockville Centre
Date: October 13, 2016

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Fall, 2016 Renewal Schedule



Saturday/Sunday, October 15/16
Preliminary Renewal Weekend

Saturday/Sunday, October 22/23:
Stewardship Awareness Weekend
 (Bulletin Insert 1)

Monday, October 24:
First Parish Mailing
 (Spiritual Brochure and Letter)

Saturday/Sunday, October 29/30:
Accountability Weekend
 (Annual Report of Parish Life, Bulletin Insert 2, possible Lay Witness Talk—in addition to Commitment Weekend)

Monday, October 31:
Second Parish Mailing
 (Letter, Commitment Card, and if possible, Annual Report of Parish Life)







Saturday/Sunday, November 5/6:
Commitment Weekend
 (In Pew Commitments—Commitment Cards, Lay Witness Talk, Bulletin Insert 3)

Saturday/Sunday, November 12/13:
Follow-Up Weekend
 (At Mass and in other ways - Follow-up Letters and Acknowledgements, etc.)



In Preparation for... **Awareness Weekend**

October 22/23

- Be on the lookout for the **Posters, Thank You Cards and Prayer Cards** that you ordered from us (shipping began 9/26). 
- Check that the **materials you are printing** are complete. 
- Stuff **Bulletin Insert #1** or have it included in October 22/23's regular bulletin. 
- Work with **music** minister to select appropriate Liturgical music with stewardship themes. 
- Print and prepare the **First Parish Mailing** (Oct. 24) including the Spiritual Brochure. 
- Replace or Add **stewardship prayers** in the hymnals. (Call us a.s.a.p. if you need more!) 
- Place **Special Bulletin and Pulpit Announcements and Special General Intercession** for October 22/23 found on your materials CD. 