

To: Pastors, Stewardship Directors/Coordinators, Stewardship Chairpeople

From: Laurie Whitfield, (516) 678-5800x297, Office of Parish Stewardship, Diocese of Rockville Centre

Date: November 10, 2016

www.stewardshipli.org



Follow-Up, Follow-Up, Follow-Up!

Data Entry...

Following-Up and Saying "Thank You" are Key!

Continue entering your commitment cards. This will help you in sending the appropriate follow-up correspondence and for reporting. If you need assistance, please call us. 516-678-5800x297

Thank You Letter/Card: It cannot be stressed enough the importance of thanking people who have taken the step to commit to sharing their resources. It is recommended that people be thanked within two weeks of returning the commitment. Use the Materials Resource CD for a sample letter you can customize to suit your parish's needs.



"Stay-the-Same" Letter: This letter should be sent to anyone who has not returned a commitment card this year, but did return one last year. If you do not have the technology to send this letter, send the regular Follow-Up letter. Use the Materials Resource CD for a sample letter you can customize to suit your parish's needs.



This is the... Last Renewal Fax!

This will be the last Special Renewal Fax for the year! We will resume the regular, once every other week on Tuesdays starting November 15th!



"Follow-Up" Letter: This letter should be sent to those who have not returned a commitment card this year or last. Ideally, this letter is the complement of the Stay-the-Same letter described above, but it can be used for anyone who did not commit this year. Use the Materials Resource CD for a sample letter you can customize to suit your parish's needs.



Financial Statistics Form

The **Financial Renewal Statistics Form** helps you (and us) evaluate and summarize your Renewal Process and plan for next year. It is also used by us to collect new ideas and track your renewal progress. Please fax the form back to us at 516-379-3234 by December 9th. You can print this form from our website at www.stewardshipli.org. Click on "Renewal Resources" and scroll down to "Financial Renewal Resources" ...or give us a call and we will fax one to you! 516-678-5800 x297

Thank You!

Place **Special Bulletin and Pulpit Announcements and Special General Intercession** for the Weekend After the Renewal, November 19/20.

