

Parish Financial Services Newsletter

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URGENT REMINDER!

Tax payments are due April 30, 2018.

If your parish has not received their 2017-18 Property Tax Statements, please contact Sophal Hamaker or at (206) 382-4273 immediately to retain a copy or to verify if anything is due.

Archdiocese of Seattle

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Priest Tax Equity Reimbursement

Below is the link for the actual reimbursement worksheets and instructions for July 2018. Plug the appropriate numbers into the worksheets, and you will get the information needed. These are updated from 2017, so please use these worksheets, not the 2017 worksheets. If you have any questions, please contact the Parish Financial Services office.

[Tax Equity Reimbursement 2018](#)

Chart of Account number for 'Called to Serve As Christ' Capital Campaign rebates:

4165 – Archdiocesan Capital Campaign Rebate

Amount received by the parish as rebate for funds raised for the Archdiocesan "Called to Serve As Christ" campaign to fund priest pension and health plans and support women religious.

Filling out a W-9?

On occasion, you may be called to fill out a W-9 to confirm the tax identification number for your parish. You are allowed to do that, as long as you know what it is (i.e., as long as you can attest to the four items in the certification section – (Part II)). <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

A couple of pieces of advice.

- 1) Make sure you use the correct name that goes with your tax identification number. (E.g., some of them use church, some parish, some the word 'saint' is spelled out, others it is not.) If in doubt, contact the Parish Financial Services office.
- 2) In section 2, you could put down the name your parish/school/food bank are most commonly known as,
- 3) In section 3, check 'other' and write in 'unincorporated association' (which is what parishes – and anything under our parishes such as schools, food banks, etc – are).
- 4) Leave section 4 blank.

Note that even though you can do a W-9, parishes/schools/food banks should NOT prepare other forms such as an IRS 990 in any format or option, or state forms such as state business license or UBI number, etc, unless you have spoken with the Parish Financial Services office and/or Will Crowley, Archdiocesan attorney.

Stewardship of Talent & Treasure

Please be aware that we are about a month out from opening our order site for Parish Stewardship. We know that this is very early for Talent & Treasure to open, but we have a shorter time to get orders in this year due to the second wave of parishes involved in the 'Called to Serve as Christ' Campaign. Please begin now to think about what you want your order to be so that you can go on the site and get it in right after it opens (an email will be sent letting you know the exact date). We want to reiterate that other than some small changes in the text on the 'Take a Step' portion of the Treasure commitments (thanks to all that answered our survey), we are keeping the same materials as last year.



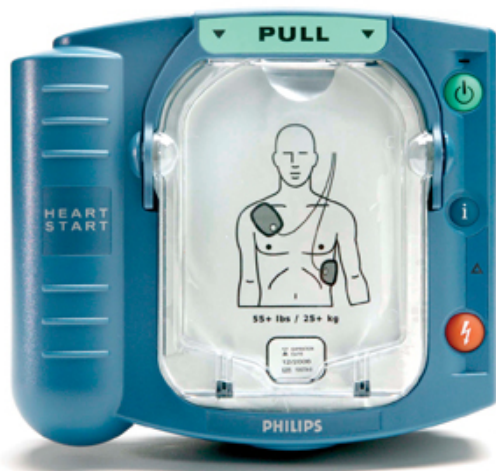
If you have any questions, email parishstewardship@seattlearch.org or call Steve 206-903-4619 or Kathy 206-382-4271.

The Property & Construction office would like to bring awareness to the following recall. Please check your device and see if this pertains to it.

Philips AED Safety Notice/Recall

The issue affects certain HS1 (OnSite) and FRx defibrillators, which contain a component called a resistor that, under extremely rare circumstances, may fail when high voltage is applied. In all instances of resistor failure, the AED initially communicates the failure by emitting a pattern of triple chirps.

Philips HeartStart OnSite



Philips HeartStart FRx



Up to \$800 Trade-in Rebate

Your device may qualify for a free warranty replacement or rebate up to \$800 per unit. Please contact [Enerspect Medical Solutions](#) immediately to find out if your device(s) qualify and get the maximum rebate/trade-in value.





April 18, 2018

Dear Father or Pastoral Coordinator:

Since 2016 we have asked that parishes take a count of Mass attendance during the month of May to supplement the count we have traditionally taken in October. There was a practical reason for this addition to the usual count and these reasons remain relevant: a number of parishes have changed Mass times in cooperation with neighboring parishes; others have dropped a Mass and a few have added one. Questions are continually being asked both by those experiencing the changes and those considering such changes in the future, with the most pressing of the questions being “What effect does a change in Mass time or availability have on Mass attendance in the parish and in neighboring parishes?” The May Mass Count will help to answer these questions and assist parish leadership and the Archbishop as they make decisions.

Please take a count of attendance at all **scheduled liturgies** in your parish and any associated missions or stations on four weekends of May: **May 5-6, May 12-13, May 19-20 and May 26-27**. Just as October attendance can be affected by football games, the hunting season and Halloween, May is the month for First Communions, Confirmations, Mother’s Day and Memorial Day. Please make note on the form of any events/celebrations that affect attendance. We recognize that Memorial Day weekend attendance is likely to differ from the other weekends in May, but please take the count that weekend as well as on the earlier weekends in May.

The form with this letter can be used to record and report the counts. The form is also posted on the diocesan website (www.SeattleArchdiocese.org/CWM). You are also free to use your own form if you prefer, just as long as you provide all the information that is requested: the day the Mass is offered (Saturday or Sunday), the beginning time of the liturgy, the language (if not English), the location (parish, mission or station) and the total attendance. Most parishes assign the responsibility for the counts to a single person (staff member, parish council member, usher, etc.) to assure that all counts are conducted in the same way.

A few reminders:

1. Count attendance separately for any parish, mission, station, satellite, campus center or other site where a Mass is regularly scheduled.
2. Count everyone in the church including children, the liturgical ministers and the choir. If children are dismissed for Liturgy of the Word, the count should be taken before they leave or after they return.
3. Direct the counters to **COUNT**, not estimate, those in church. These counts need to be as accurate as possible.

Please return the form by May 31st. As indicated on the form itself, you may send the information by e-mail (marybethc@seattlearch.org) return it by mail (710 9th Avenue, Seattle WA 98104-2017) or by FAX (206-274-3161). Please keep a copy of the completed form for your records. If you have questions or concerns, please e-mail or call me 206-382-4272.

Sincerely, and with gratitude for your assistance,

Mary Beth Celio
Director of Research
Office of Pastoral Planning and Research



The **Annual Catholic Appeal** is under way! A few reminders for the Kick-Off Weekend – April 21/22

- have your posters and/or banners up and visible
- bulletin insert #1 goes in the parish bulletin
- announce the Appeal at ALL Masses
- check out the ACA Parish Resources link to assist you www.seattlearchdiocese.org/resources

The ACA Office has been sending out weekly email alerts of the tasks ahead for the week. If you have not been receiving these and should be, please contact us right away at maggies@seattlearch.org and we will add you to the email distribution list. Thank you!



RICE BOWL

Thank you for participating in the Rice Bowl Lenten program of prayer, fasting and almsgiving – with special thanks to all the staff and volunteers who count the coins and folded-many-times bills! 75% of the total donations will be used by Catholic Relief Services overseas for development projects, and 25% will remain here for hunger-fighting projects in western Washington.

REMINDER: Please be sure to note “Rice Bowl” on any checks sent to our office, payable to CCAS. Thanks!

Currently your Missions Office is going through grant applications from parishes, schools, St. Vincent de Paul Conferences, Catholic Community Services/Catholic Housing Services, and others. If your parish or school has not yet applied, but is considering asking for a garden or food security-related grant, the **deadline is May 4, 2018**. Visit <http://www.seattlearchdiocese.org/ricebowl> for application materials, and a list of current grantees, or contact us directly. And be sure to check out our [Rice Bowl grants photo album!](#)

AND... we are preparing for next Lent. The featured countries for Rice Bowl 2019 will be Gaza, Sierra Leone, Guatemala, Uganda, and Sri Lanka.

As always, we appreciate hearing from you about what is working well and what could be changed for the better, in serving our parishes and schools, and our sisters and brothers in need.

Email missions.office@seattlearch.org or call 206.382.4580; 800.869.7028.

www.seattlearchdiocese.org/missions.

“Those who really wish to give glory to God by their lives, who truly long to grow in holiness, are called to be single-minded and tenacious in their practice of the works of mercy.”

- Pope Francis, Gaudete et Exsultate (Rejoice and Be Glad)

Pastoral Care & Outreach

- **Know Your Rights & Mental Health Care for Immigrants**

- Protect yourself and your family
- How to interact with enforcement agents
- How to develop an emergency family plan
- How to care for your family's mental health

http://www.seattlearchdiocese.org/Assets/PastoralCare/13716_KnowYourRights.pdf

- **Conozca Sus Derechos**

- Protéjase a sí mismo y a su familia
- Cómo interactuar con agentes de inmigración
- Cómo desarrollar un plan familiar de emergencia
- Cómo cuidar la salud mental de su familia

http://www.seattlearchdiocese.org/Assets/PastoralCare/13718_ConozcaSusDerechos.pdf

- **“Your Dream is God’s Dream” Retreat for Dreamers/DACA Recipients**

With the cancellation of DACA, we stand with our young people who are affected. As people of faith in times of difficulty and uncertainty, we gather to place our trust in God. Together we discern His calling, and rejoice in His invitation to action. The day will feature Bishop Elizondo and several peer leaders, who will co-facilitate the process. This event will be a chance to hear the bishop talk on this important issue, and for us to understand how we can act accordingly in our faith. RSVP's must be submitted by May 9th. Please promote via e-mail and bulletins, but for the safety of participants, we're asking that you refrain from posting this event on social media.

http://www.seattlearchdiocese.org/Assets/PastoralCare/14886_DACARetreat.pdf



ARCHBISHOP BRUNETT
RETREAT CENTER AT
THE PALISADES

2018 Upcoming Retreats

Register Online at PalisadesRetreatCenter.Org

MAY 4-6

“Experiencing the Living Church: Liturgy for the People or the People for the Liturgy?”

Young Adult Retreat, Ages 21-35

Led by Fr. Marcin Szymanski, OP

MAY 11-13

“Having a Mary Spirit in a Martha World”

Women's Retreat

Led by Donna Cori Gibson

MAY 18-20

“Pre-Cana: Retiro Pre-Matrimonial Parejas”

Retiro de Encierro en Español

Alvaro y Ana de la Cerda & Erika y Mario Gutierrez

MAY 25-27

“Anointed: Priest, Prophet, King”

Men's Retreat

Led by David Charboneau

JUNE 15-17

“Waking Up, Growing Up, Growing Wise: The Spiritual Dynamics of the 12 Steps”

12 Step Retreat for Men & Women

Led by Dr. Mary Cross & Fr. Jim Harbaugh, SJ

SPONSORED BY THE ARCHDIOCESE OF SEATTLE

YOUR DREAM IS GOD'S DREAM

Saturday, May 12, 2018

9am - 5pm at the Chancery

(ISAAC ORR CONFERENCE ROOM
710 9TH AVENUE, SEATTLE, WA 98104)

PARKING AVAILABLE IN THE GARAGE LOCATED IN THE LOWER LEVEL OF THE BUILDING

With the cancellation of DACA, we stand with our young people who are affected. As people of faith in times of difficulty and uncertainty, we gather to place our trust in God. Together we discern His calling, and rejoice in His invitation to action. The day will feature Bishop Elizondo and several peer leaders, who will co-facilitate the process. Join us to..

SEE • JUDGE • ACT

RSVP BY END OF DAY, WEDNESDAY, MAY 9

*FOR MORE INFORMATION OR TO REGISTER, CONTACT: EDWIN FERRERA, DIRECTOR FOR HISPANIC MINISTRY
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