

# **POLICY No. 20 COLLECTIONS**

## 1. Term definitions

Collection: the gathering of funds from the faithful for a specific purpose.

## 2. Intent of the directive

To make certain that funds contributed for a specific purpose are used for that purpose.

### **To avoid a proliferation of collections.**

## 3. Policy

- a. Ordinarily, on Sundays and holy days of obligation, there is but one collection authorized during Mass, the offertory collection which has liturgical meaning.
- b. Only the Bishop of the Diocese of Sault Ste. Marie is authorized to approve other collections taken up in any parish. For example, worthy collections for foreign country projects or disaster relief/assistance require the Bishop's approval.
- c. Money realized through a collection is to be used exclusively for the purposes for which it has been received.
- d. Special collections as mandated by the Bishop and the Holy See may be taken in whatever way the parish priest deems most suitable for his parish. See Appendix III for Special Collection dates.
- e. All collections held during mass should be transferred to a plastic security bag immediately at the time of the collection.
- f. Money belonging to the parish is not to be kept, even for safe-keeping, in the home of any parishioner. Collections are to be counted, recorded and banked as soon as possible. The guidelines provided in Appendix II under Cash Receipt/Money Counting must be strictly observed. This is recommended for insurance and personal security reasons.
- g. In each parish, the faithful shall be informed about the purpose of each special collection and, in due time, given an account of the results, following Canon 1287, §2.
- h. At the end of the month following a special collection the amounts collected should be remitted to the Diocese. The amounts received will be redistributed to the recipients. The following are the special collections prescribed in the Diocese of Sault Ste. Marie: (Appendix II and Appendix V)

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1. Aboriginal Sector

The Aboriginal Sector collection is taken on the last Sunday of January. The funds are used for pastoral ministry to the Aboriginal Sector of the diocese.

2. Share Lent (Development and Peace)

The collection for Share Lent (Development and Peace) is taken on the Fourth Sunday of Lent. The organization was founded by the Bishops of Canada and carries out its work in developing countries.

3. Needs of the Church in the Holy Land

The collection for Holy Land is taken on Good Friday. This collection helps Christians and their communities in the Holy Land. Together, we can continue to solidify the sacred home of Christ.

4. Ministry Formation

The collection for Ministry Formation takes place on the Fourth Sunday of Easter. The funds are used for the continuing education and formation of candidates and the faithful in diocesan ministry.

5. Pope`s Pastoral works

The collection for the Pastoral Works of the Holy Father is taken on Trinity Sunday. The proceeds are sent directly to the Holy Father through the Apostolic Nunciature. This collection, which is taken throughout the Church, allows the Holy Father to respond charitably to needs throughout the world.

6. Needs of the Canadian Church

The collection for the Needs of the Canadian Church is taken in September each year. The proceeds are used to support the Bishops of Canada in their national work and to support the specific needs of the Northern mission dioceses of our country which are unable to support themselves. (Look up CCCB description)

7. World Mission Sunday

The proceeds from the collection on Mission Sunday are sent to the Society of the Propagation of the Faith and Les Oeuvres Pontificales to assist poor dioceses worldwide.

8. Canadian Missions Initiative

To assist with the need of missions across Canada.

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