MEMORANDUM

DATE:    July 31, 2020
TO:      All Clergy, Religious, Seminarians, Principals, Religious Education Directors and
          Diocesan Staff
FROM:    Bishop Oscar A. Solis
WHAT:   Restarting Parish Ministries and Diocesan Pastoral Plan

Greetings of Christ’s peace and love! Congratulations to the new appointed Pastors and
Administrators. We wish you God’s blessings as you assume your responsibilities in shepherding
your respective faith communities.

I pray that you are keeping yourself healthy, holy and safe from Covid-19. It has been a very
challenging four months and unprecedented times. We dealt with difficult decisions in order to help
prevent the spread of this infectious and deadly disease that affected our way of life and our
Church practices. However, the diocesan directives during this pandemic seem to be helpful. We
are able to resume public worship and offer other celebration of sacraments even in a limited
manner and with drastic changes in some of the liturgical norms.

We pray that the people who come and attend the Holy Mass, visit and pray before the Blessed
Sacrament and participate in other celebrations remain protected, and their health are safeguarded
by complying with the recommended government and diocesan directives even when we are faced
with oppositions, criticisms, ridicule and persecution.

The reality is that the pandemic continues to bring havoc and uncertainties. There is a resurgence
of infection and the increase in numbers are alarming. We cannot let our guards down but must
continue to apply abundant caution to safeguard the life, health and wellbeing of everyone. This is
the time the faithful need the presence of God in their lives and in our world to strengthen their faith
and hope in His healing and saving love.

Our faith in God must remain stronger to overcome the fear of the coronavirus. Let us strive harder
to bring back the people closer to God, to the Church, and to the Sacraments in spite of the
challenges we face by reviving our Church’s ministries and other programs to renew the faith life
our parishioners under the “new normal.”

Please find some recommendations for implementation to help the faithful experience the presence
of Christ in their life, continue faith formation to foster and enhance their spiritual growth, build
stronger community life and form intentional missionary disciples of Christ.

Thank you for your collaboration, unity and solidarity in our mission.
Parish Faith Formation (Religious Education) and Catholic School Diocesan Guidelines for Academic Year 2020-2021

GOAL: To protect the health and well-being of all students, catechists, faculty, staff, volunteers and the greater community while continuing to provide high quality formation or education rooted in our Catholic faith and moral values.

OBJECTIVE: Parishes and Schools must provide or continue to develop various standards, policies and procedures at each institution in order to help protect the health and wellbeing of all.

STRATEGIES: Present an OVERALL or GENERAL PLAN for in-person instruction and for the possibility of digital or remote learning.

a. Define the time frame of classes. Take note of the Diocesan direction to pursue a comprehensive faith formation program or curricular offerings including Catholic Schools from Grades 1 through 12; offer two years of immediate preparation for First Penance and Eucharist, as well as for the Sacrament of Confirmation; use Diocesan recommended resources approved by the United States Conference of Catholic Bishops; implementation target date is Year 2021-2022

b. Establish a system of Communication and Information

c. Specify occupancy limits for classrooms and other facilities.

d. Insure mandatory use of face coverings (except for serious, documented medical reasons), social distancing and hand hygiene practices.

e. Create a plan for daily wellness screening and temperature check to be used when deemed necessary.

f. Institute the practice of facility cleaning and sanitizing or disinfecting.

g. Restrict activities to a limited number of students for various activities and group gathering size.

h. Enhance building ventilation where feasible.

i. Define plan or contingency measures for incidents of infection of a teacher, catechist or student.

j. Outline isolation procedures as needed for those manifesting COVID-19 symptoms.

k. Specify transportation routines: entrance & exit, drop off and pick up.

l. Establish prudent plans for meals and recess time.
m. Adapt education and monitoring of the policies or guidelines allowing reasonable accommodations for those with higher medical risks (immune compromised health conditions).

n. Form a team (parish council or parents/teachers and other experts) to develop protocols and periodic evaluation according to the directives from the CDC and State or local health department.

DIOCESAN STEWARDSHIP AND DEVELOPMENT MINISTRY

COVID-19 GIVING IMPACT REPORT
by: Karin A. Hurley, Director (Office of Stewardship & Development)

I wish to share with you information from Karin Hurley on the status of our Annual Development Drive. This is very significant as we strive to develop the spirit of Christian stewardship among our parishioners and encourage them to get actively involved in the Church’s mission of evangelization through the contribution of their gifts of time, talent and treasure. I hope that all our clergy and faithful takes this sacred and serious responsibility to help our Diocese in providing the vital Church’s ministries and spiritual outreach to all. It is critical that we reach our yearly goal as it constitutes a fourth of our diocesan budget.

Please promote DDD strongly and implement Online Giving.

CURRENT SENTIMENT AMONG GIVERS

- 25% - I will donate more
- 54% - No change to donations
- 9% - I will donate less
- 12% - I don’t know

In 2020, what do you anticipate will happen to the amount of money you generally donate to non-profit organizations as a result of COVID-19?

43% of givers said they will continue to support non-profits that they already support, most especially the Catholic Church, because they will be impacted by COVID-19 in some negative way.

24% of givers said they are eager to support non-profits that are responding to COVID-19.

CONTINUAL ENGAGEMENT WITH PARISHIONERS

Only 32% of our parishioners are connected ONLINE OR LIVESTREAMED MASS. Therefore, it is very important that the Church, especially the clergy must maintain new ways to connect the faithful
• Virtual communities should not be abandoned after the crisis
• Rethink ministerial alignments on the parish and diocesan levels
MAINTAINING COMMUNITIES - VIRTUALLY

Diocesan leadership & support; recommendations

- Purchase domains for all parishes currently without a website for one year
- Purchase communications tools for parishes for one year (Flock Note, Constant Contact)
- Help set up and train parish staff to use social media – Facebook
- Mandate that every parish has online giving
- Move all parishes to a single online giving platform
- Leverage and expand relationship with diocesan provider
- Single user ID for givers
- Increased efficiency for parish and diocesan finance staff

VIRTUAL COMMUNITY BUILDING

<table>
<thead>
<tr>
<th>Virtual Platform</th>
<th>Percentage of Parishes Using the Platform</th>
<th>Request for Offertory Support through Platform</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website</td>
<td>57%</td>
<td>12%</td>
</tr>
<tr>
<td>Up-to-date Social Media Presence</td>
<td>20%</td>
<td>---</td>
</tr>
<tr>
<td>Live Stream / Online Mass</td>
<td>29%</td>
<td>3% Inconsistent</td>
</tr>
<tr>
<td>Online Bulletin</td>
<td>45%</td>
<td>2%</td>
</tr>
<tr>
<td>Online Giving</td>
<td>30%</td>
<td>1%</td>
</tr>
</tbody>
</table>

NOTE: Parishes must ask at least 2 times for financial support during a live stream or online Mass, especially during traditional collection
- A “DONATION” button must be added to all Virtual Masses
- *Mission serviced by a Parish do not have their own websites*
The Case for Online Giving

Wise pastors need to be bold and proactive, helping their parishioners to stay connected as Church, navigate hard times and emergencies, remain dedicated and faithful, and continually invited to support the Church (parish and diocese) financially. There is no better time to assess the current financial position of your parish, and forecast your spiritual and temporal future. No single action or practice will ensure financial stability, but adopting and implementing a strategic framework, assembling enough proven methodologies and elements, will help the parish to weather the coronavirus storm - building a stronger, connected community, financial stability and sustainable ministry – and prepare for the next normal.

It all starts with inviting people to be generous, informing and forming them in the necessity as Catholics to preserve our Holy Church. If your parish has not yet adopted online giving, the COVID-19 crisis provides an excellent incentive to do so. If your parish is already offering an e-giving option to parishioners, this is the ideal time to re-evaluate the tools and services of your current provider against those of the diocesan vendor GiveCentral and make a change, and grow your online giving community. Remember the rule of thumb for all giving: The easier you make it for people to give, the more likely they are to give and give generously.

The shift online is happening among all generations, and use of mobile devices is exploding. In 2019, Amazon® reported that 60% of all holiday shopping on its site occurred through mobile devices. In terms of stewardship, offering e-giving options to parishioners helps you to meet their giving expectations and habits, and preferred device usage. More and more, young - and even older - parishioners are not likely to carry a checkbook or even cash, and regularly donate to other non-profits through mobile apps. Offering an online giving option expands your parishioner giving base, because giving will not be limited to those who carry cash or checks in their purses or wallets. Nor will giving be limited to what money people may have on their person during Mass, thus creating avenues to true sacrificial giving.

Online giving offers regular, systematic giving to your parish. Consider also that online giving through GiveCentral offers a full complement of giving options and benefits:

- Automatic, recurring gifts
- Text-to-give
- Event registration and payments portal
- Tuition or faith formation payments
- Faster gift processing and reduced overhead
- Email and push-notification options
- Donation buttons for live-stream Mass offertory
- Reporting and donor analysis
- Security and PCI compliance
There is a ritual and practice of receiving gifts during the Mass, which do not need to be lost by offering or growing online giving. The basket does not need to be empty. Successful strategies, allowing for inclusion and representation of online givers have been implemented in parishes in our diocese.

Online giving is positioned to eclipse cash and checks, and should be a strategic addition to your parish's offertory and commerce structure. If you are considering adding online giving or expanding your e-giving community, let us know. We can help.

Now more than ever we need to continue to work closely together, and Bishop Solis has tasked me to help you. Join the growing number of parishes adopting and implementing the Parish Vitality and Financial Stabilization program. Please contact Karin Hurley in the Office of Stewardship & Development to set up your consultation. Don't delay, call today. (801.328.8641 ext. 328 or Karin.Hurley@dioslc.org).

Supplemental Online Giving Research

In 2013, the United States Conference of Catholic Bishops, Office of National Collections partnered with the Center for Applied Research in the Apostolate (CARA) at Georgetown University, to conduct The Catholic Online Giving survey. The team surveyed 1,365 working-age (16-64 yrs.) Catholics across the nation and ethnicity. Highlights from the research, more true today, bolster the case for e-giving, and weaken standard objections, are as follows:

- **Respondents who donated to any cause online stated that this type of giving offered convenience, ability to give quickly to an urgent need, and ease of tracking gifts online.**

- **Respondents said their top 3 Catholic priorities are:**
  - Parish
  - Helping the poor and needy
  - Needs of their diocese

- **73% of respondents** said they regularly make online purchases and more than half manage online financial accounts.

- **Respondents spent 3.5 hours online per day**, [which has grown significantly due to the pandemic.]