

## Memorandum

**To:** All Pastors, Administrators, and Parish Business Managers

**From:** Bishop Peter L. Smith, Vicar General

**Date:** August 30, 2021

**Regarding:** Second Collections and Archbishop's Catholic Appeal

Enclosed are the dates for the second collections to be taken up in every parish in the Archdiocese of Portland in 2022 and a list of the optional second collections. **Mandated collections are to be taken up in parishes and missions on the dates specified or as close to them as reasonably possible.** Also, according to Archdiocesan policy, please remember the following:

1. Parishes should deposit all funds received for a second collection into the parish bank account and then remit a single check for the total amount to the Department of Financial Services.
2. Parishes should remit their second collection monies to the Department of Financial Services within two months of the collection.
3. Parishes should record all second collection donations in their parishioners' donor records.
4. When remitting monies please be sure that the name of the collection is clearly specified. (Parishes can remit more than one second collection on a check as long as the amount remitted for each collection is clearly noted.)

All second collections, except the Catholic Charities collection, should be remitted to the Pastoral Center at the following address:

Archdiocese of Portland  
Attn: Financial Services  
2838 E. Burnside St.  
Portland, OR 97214

The Catholic Charities Collection is handled by Catholic Charities and should be remitted to them directly at:

Catholic Charities  
2740 SE Powell Blvd., #5  
Portland, OR 97202

Finally, please remember that these are the dates for the **2022** collections. We have remaining in 2021, an optional collection for the Archdiocesan Seminarian Appeal on September 26<sup>th</sup>, collections for World Missions on October 24<sup>th</sup>, CCHD on November 14<sup>th</sup>, and Retirement Fund for Religious on December 12<sup>th</sup>, 2021. If you have any other questions regarding these second collections, feel free to call this office or Financial Services at 503-233-8359.

## 2022 SECOND COLLECTIONS AND ARCHBISHOPS CATHOLIC APPEAL

### MANDATED COLLECTIONS

#### AND ARCHBISHOP'S CATHOLIC APPEAL

#### DATE

Catholic Communications Collection	January 16, 2022
The Archbishops Catholic Appeal	February 27, 2022
Catholic Relief Services	March 27, 2022
Catholic Home Missions Collection	April 24, 2022
Catholic Charities Collection	May 15, 2022
Collection for the Holy Father	June 26, 2022
Archdiocesan Seminarian Appeal (Optional) (Mail Appeal to parishioners, information for bulletins, presentations at select parishes)	September 25, 2022
World Mission Sunday Collection	October 23, 2022
Collection for Archdiocese of Military Services (This collection is taken up every three years)	November 6, 2022
Catholic Campaign for Human Development Collection	November 20, 2022
Retirement Fund for Religious	December 11, 2022

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### RECOMMENDED COLLECTIONS

NCEA Giving Promotion – online donations to specific schools in the Archdiocese	February 1-2, 2022 starts 9:00 am PST
Voluntary Catholic Schools Collection	January 30, 2022
Central & Eastern European Church	March 2, 2022 (Ash Wednesday)
Rice Bowl	Lent, 2022
Holy Land	April 15, 2022 (Good Friday)