



REVEREND DANIEL B. CARSON

VICAR GENERAL AND MODERATOR OF THE CURIA

Dear Brother Priest,

Please see today's update below and rest assured we will keep you informed as we continue through this challenging time.

Resources From Pastoral Ministry and Social Concerns

Webinar linked here ***The Church on Call: Accompanying Parishioners through Phone Calls during Times of Separation*** features Fr. Ken Gill from Our Lady Star of the Sea, Ashley Klick from Holy Trinity, and Jonathan Lewis, Pastoral Ministry and Social Concerns. It was co-produced with the Catholic Apostolate Center. This webinar highlights ADW parish best practices on reaching out to parishioners, one on one, through phone calls and is a supplement to the Guide for parishes to make phone calls to parishioners [English](#) | [Spanish](#) resource.

Paycheck Protection Program Update

Most of our parishes and affiliated corporations have worked over the past week to apply for Small Business Administration (SBA) Paycheck Protection Program loans. We are thankful for the diligence that pastors, principals and bookkeepers expended in this intense effort. The next important step is to monitor the status of your loan application. Although you may have seen that funding for the program is exhausted, we have been assured by United Bank that funding is available for loans approved by this morning and that approval has been received for our loans processed through them.

If you applied to United Bank by April 15, 2020, you will receive a loan document by email from Ms. Adrienne Willich, Executive Director of Parish and School Financial Operations. Ms. Willich will provide instructions on executing the loan document and accounting for the loan proceeds.

If you applied to another bank, please be in touch with your bank about the status of your application. Please keep Ms. Willich informed at WillichA@adw.org of the approval of your application and the receipt of the loan proceeds so that she can provide guidance on accounting for the loan.

For parishes that did not apply for a loan by April 15, please continue with your effort to create the PPP application and supporting documentation. However, as of this morning, the SBA is no longer accepting new loan applications due to the exhaustion of current Federal funding. We are hopeful that Congress will authorize additional funding for the program.

Employee Re-Instatement After Receipt of PPP Loan Proceeds

Once the PPP loans have been received, pastors should reinstate all employees to their regularly scheduled hours within 24 hours of receipt of the funds. This means employees who were furloughed will be reinstated to their original schedule and employees who received a reduction of hours or pay should be reinstated to their original hours or pay.

This reinstatement may not change your employees' inability to perform all or most of the duties of their positions. However, if they are able to work remotely or if they will be required to perform duties on site, please communicate directly with them on how they can best do so in an effective and safe manner consistent with the requirements of the federal, state, and local government guidance and recommended precautions.

Please review the attached "Notice of Reinstatement" guidance linked [here](#). Please contact [**ArchdioceseHR@adw.org**](mailto:ArchdioceseHR@adw.org) should you have any questions.

Suspicious Emails and IT Reminder

We have received calls and emails today about fraudulent emails being received by people from a spam account using Archbishop Gregory's or other priests' names. Please note that the archbishop will not communicate a need for assistance in this way. At this point we are unable to stop these emails as these fraudulent email accounts are outside of the ADW domain. Please be diligent in not responding to suspicious emails. You may want to communicate this as well to your parishioners.

As previously communicated, please keep IT Security in your minds. Pay special attention to suspicious emails. We are seeing an increase in spam and scams. The US Attorney General is warning us about these coronavirus scams: Individuals and businesses selling fake cures for COVID-19 online and engaging in other forms of fraud; Phishing emails from entities posing as the World Health Organization, the Centers for Disease Control and Prevention, and other health organizations; Malicious websites and apps that appear to share Coronavirus-related information to gain and lock access to your devices until payment is received; Seeking donations fraudulently for illegitimate or non-existent charitable organizations; Medical providers obtaining patient information for COVID-19 testing and then using that information to fraudulently bill for other

tests and procedures.

Updated Regulations/Restrictions

Montgomery County has enacted an **emergency ordinance** requiring that face masks be worn in the workplace. If an employer is unable to provide one, it must provide information to employees on how to make a homemade mask.

The **District of Columbia** and the **State of Maryland** have each issued directives that require both employees and members of the public to wear a face mask while using public transit and in various retail establishments, including grocery stores, drug stores and places where prepared food is sold, in addition to maintaining social distancing. **Montgomery** and **Prince George's** Counties have issued similar orders. The **state of emergency** has been extended in the District of Columbia through May 15.

Grant/Funding Information

We continue to monitor the availability of FEMA public assistance for our schools and parishes. At this time, FEMA is only accepting applications to reimburse for cleaning costs incurred as a result of COVID-19, and is not considering other expenses. There is currently no deadline to apply for FEMA public assistance. We are working with the respective Maryland and District of Columbia emergency management agencies regarding the application process, and will update you as soon as we learn any new information about the application deadline or any change to the scope of eligible costs. If you have any specific questions in applying, please contact Chris DeBettencourt in the Office of General Counsel directly at 301-853-5343 or **debettencourt@adw.org**.

Holy Hour With Msgr. Rossetti - Next Thursday, April 23 at 5 p.m.

Last month's online Holy Hour for priests was a grace and very positive moment for the priests.

So we are scheduling another one for this month. We will have an online Holy Hour next Thursday, April 23rd, from 5 p.m. - 6 p.m. The holy hour will include regular exposition of the Blessed Sacrament with Evening Prayer. There will also be a short reading from Jesus' last Supper Discourse and a reflection on the priesthood. It will conclude with a blessing.

In light of the pandemic and the reduction in face to face ministry, it highlights even more the intercessory and Eucharistic sacrificial role of the priesthood. Join us in prayer as we pray for the people, our Church and our world.

We will use the GOTOMEETING link listed below. Please login a few minutes

early, perhaps about 4:45 p.m. so we can get all the technology functioning.

Here is the GOTOMEETING link:

Please join from your computer, tablet or smart phone here:

<https://global.gotomeeting.com/join/546809893>

You can also dial in using your phone, as follows:

United States: +1 (669) 224-3412

Access Code: 546-809-893

Remind the Faithful of the Information on the Website

The archdiocesan website in response to the coronavirus is updated regularly with information, in English and Spanish, for you and the faithful. I encourage you to continue to share the website **adw.org/coronavirus/** which includes a **link** to find a listing of live stream Masses and prayers.

As ever, should you have questions or need assistance from my office and the Pastoral Center, please let us know. Please be assured of my prayers for you.

With gratitude for your priestly ministry, I am

Sincerely in Christ,

Reverend Daniel B. Carson

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