



REVEREND DANIEL B. CARSON

VICAR GENERAL AND MODERATOR OF THE CURIA

Dear Brother Priest,

I write today to provide you with updates. I will continue to keep you informed as we navigate this challenging time.

Protect Employees and Volunteers with Remote Deposit Services

As the pandemic continues and we journey towards Christmas, I highly encourage pastors to make use of remote deposit services offered by their parish bank. These services enable the pastor to safeguard parish employees and volunteers who are vulnerable to theft and harm while carrying cash deposits to the bank.

Services may vary by bank and at Capital One, where most of our parishes bank, include remote deposit of checks via scanner and fully-insured express deposit of cash via US Postal Service.

For more information about parish banking, please contact Mrs. Adrienne Willich, Executive Director of Parish and School Financial Operations at WillichA@adw.org.

Covid 19 Vaccines

Throughout the past few weeks, we have heard a lot of information about the testing and development of safe and effective COVID-19 vaccines. There have been continuous conversations within the Catholic community about the safety and morality of these vaccines, so we are glad to say that both the Moderna and Pfizer have developed vaccines using mRNA, and without the use of controversial fetal cell lines. Similarly, both vaccines have been tested in an ethical way that is in line with previous moral statements made by Pope Benedict XVI and the Pontifical Academy for Life. Receiving either vaccine would be morally permissible in the Catholic Church and would also be an important pro-life decision that would help to defend the most vulnerable. Through our own personal actions and decisions, we can help to protect our neighbors from the coronavirus pandemic.

For more information on the vaccines and their development, you can review a Catholic Standard interview with Dr. David Diemert, a medical doctor and scientist who is part of a team researching a potential COVID-19 vaccine [here](#). The USCCB has also published an internal memo on this issue, and you can find more information on this topic [here](#). Finally, the Office of Life Issues recently published an article with more information in the Catholic Standard linked [here](#). Please do not hesitate to reach out to the Office of Life Issues at windelsk@adw.org if you would like any more information or resources.

Updated Parish Phone Call Script

December 3, 2020 5:27 pm

Last Spring, the Secretariat of Pastoral Ministry and Social Concerns developed a Parish Phone Call Script, in English and Spanish, for parishes to adapt and use to reach out to parishioners who were isolated or who were unable to participate in your parish community. We also shared a webinar on the topic linked [here](#). As in-person restrictions remain in place this winter we have updated the Phone Call Script, in English and Spanish, for your parish to adapt and use in preparation for Christmas or in the New Year to continue to accompany your people through one on one outreach.

Guide for parishes to make phone calls to parishioners (Updated November 2020) can be found at the following links: [English PDF](#) | [English Word Doc.](#) | [Spanish PDF](#) | [Spanish Word Doc.](#)

Should you have any questions, you can contact Jonathan Lewis at lewisj@adw.org.

Year-End Tax Letter and Documentation of Expenses

Linked [here](#) is the 2020 Year End tax letter for priests in active ministry; and linked [here](#) is the 2020 Year-End tax letter for Retired Priests.

Note that all Expense Advance Documentation must be submitted by January 1, 2021 in order for the expense advance amount not to be added to your W-2. The Expense Advance Document form is linked [here](#).

All active archdiocesan priests will have their W-2 and 1095-C forms available in CHRIS from their parish or agency by January 31, 2021. All retired priests will have their 1099-R mailed out by January 31, 2021.

If you need additional details concerning these year-end tax matters, please contact Angela Ossinger at 301-853-4497 or ossingera@adw.org

Remind the Faithful of 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 available at adw.org/coronavirus, which includes a link to find a listing of live stream Masses and prayers available at adw.org/live-streamed-masses-and-prayers/. The *Catholic Standard* and the Spanish-language *El Pregonero* newspapers are currently available on-line at cathstan.org and elpreg.org.

As always, 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
Vicar General and Moderator of the Curia