



Chancellor and Executive Secretary of the Curia

The Roman Catholic Archdiocese of Washington

Dear Monsignor/Father,

I write today to provide you with updates and will continue to share with you information as needed.

Assessments for Christmas Collection(s)

For collections at Christmas Mass on Sunday (and Vigil Masses), the portion of offertory excluded from Assessment is the amount in excess of the average weekly collection.

For example:

Total collected on Christmas	\$ 20,000
Less: calculation of average weekly offertory for the past fiscal year	<u>\$ 5,000</u>
Exempt portion of Christmas collection	<u>\$15,000</u>

Should you have any questions, please be in touch with Adrienne Willich at willich@adw.org.

2021-2022 Statistical Report – Resend

Thank you to those parishes that have already submitted the Statistical Report for 2021-2022. For those that have not, I repeat the item below:

It is that time of year again to complete the 2021-2022 Annual Statistical Report.

We have previously received comments from parishes about some difficulty in completing prior Statistical Reports using Survey Monkey. This year, we have transitioned to a new format using Microsoft Forms in the hopes that it is easier to complete.

Please feel free to have a member of your staff complete this form on your behalf. Simply forward this email directly to them so they have the necessary information.

It is helpful to print the report in advance to ensure you have all the necessary information. You must complete the online survey in one attempt, so gathering the necessary information before you begin completing the survey will expedite the process. We have included a blank survey below for printing. We have also included the Family Suite Resource to help you with locating the necessary information.



[2022 Blank Statistical Report.pdf](#)



[Family Suite Resource.pdf](#)

Once you have all the necessary information, you will need to complete the survey online by clicking the link [HERE](#). Please only submit one response per parish. After you submit your report you will be able to print a copy or get a PDF for your records.

The deadline to submit your report is December 16, 2022. Should you have any questions, please reach out to Mrs. Tracy Rich at 301-853-4523 or richt@adw.org.

Remind the Faithful of Information on the Website

The archdiocesan websites, adw.org and adw.org/es, are updated regularly with current information for you to share with your community. Please see adw.org/coronavirus for information related to Covid-19. Daily news and information about our parishes, schools, and ministries are also available at cathstan.org and elpreg.org for the *Catholic Standard* and the Spanish-language *El Pregonero* newspapers.

As always, should you have questions or need assistance from my office, please know that you can email me at FarrellT@adw.org or call my office line at 301-853-4507 or my cell at 202-531-4550.

With gratitude for your priestly ministry, I am
Sincerely in Christ,

Terence J. Farrell

Chancellor and Executive Secretary of the Curia



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