Memorandum

To: All Pastors, Administrators, and Parish Business Managers

From: Bishop Peter L. Smith, Vicar General

Date: July 2, 2019

Regarding: Second Collections and Archbishop’s Catholic Appeal

Enclosed are the dates for the mandated second collections to be taken up in every parish in the Archdiocese of Portland in 2020 and a list of the optional second collections. Please remember that the mandated collections are just that – they must be taken up in each parish and mission and should be done on the dates specified. 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 2020 collections. We have remaining in 2019, collections for the Archdiocesan Seminarian Appeal on September 16th, World Missions on October 20, Triennial National Collection for the Archdiocese of Military Services on November 10, 2019, CCHD on November 17, and Retirement Fund for Religious on December 8, 2019. If you have any other questions regarding these second collections, feel free to call this office or Financial Services at 503-233-8359.
### 2020 SECOND COLLECTIONS AND ARCHBISHOPS CATHOLIC APPEAL

<table>
<thead>
<tr>
<th>MANDATED COLLECTIONS AND ARCHBISHOP'S CATHOLIC APPEAL</th>
<th>DATE</th>
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<tbody>
<tr>
<td>Catholic Communications Collection</td>
<td>January 20, 2020</td>
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<tr>
<td>The Archbishops Catholic Appeal</td>
<td>February 9, 2020</td>
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<tr>
<td>Catholic Relief Services</td>
<td>March 22, 2020</td>
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<tr>
<td>Catholic Home Missions Collection</td>
<td>April 26, 2020</td>
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<td>Catholic Charities Collection</td>
<td>May 3, 2020</td>
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<tr>
<td>Collection for the Holy Father</td>
<td>June 28, 2020</td>
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<tr>
<td>Archdiocesan Seminarian Appeal</td>
<td>September 20, 2020</td>
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<td>(Mail Appeal to parishioners, information for bulletins, presentations at a few select parishes)</td>
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<tr>
<td>World Mission Sunday Collection</td>
<td>October 18, 2020</td>
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<tr>
<td>Catholic Campaign for Human Development Collection</td>
<td>November 22, 2020</td>
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<tr>
<td>Retirement Fund for Religious</td>
<td>December 13, 2020</td>
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### RECOMMENDED COLLECTIONS

- **NCEA Giving Promotion** – online donations to specific schools in the Archdiocese
  - January 28-29, 2020
  - beginning 9:00 am PST

- **Voluntary Catholic Schools Collection**
  - February 2, 2020

- **Central & Eastern European Church**
  - February 26, 2020
  - (Ash Wednesday)

- **Rice Bowl**
  - Lent, 2020

- **Holy Land**
  - April 10, 2020 (Good Friday)