



## **CHANCERY BULLETIN** - Vol. 2, No. 4.3 | April 18, 2017

Click any link listed below to be taken to that department.

- [Catechesis & Evangelization](#)
- [Chancery](#)
- [Communications](#)
- [Consecrated Life](#)
- [Marriage & Family Life](#)
- [Ministries](#)
- [Mission Office](#)
- [Pontifical Ceremonies](#)
- [Sacred Worship](#)
- [Safe Environment](#)
- [Schools Office](#)
- [Social Concerns](#)
- [Stewardship and Development](#)
- [Temporalities](#)
- [Vocations](#)
- [Vicar for Clergy](#)
- [Youth and Young Adult Ministry](#)
- [Past Chancery Bulletins](#)



### **Officials**

No officials this week.



### **Events**

**As of April 18, 2017**

**Sunday, April 23**

12:00am Mite box collections to be sent in - thank you.

**Monday, April 24**

4:00pm Priest Spring Retreat

**Tuesday, April 25**

Priest Spring Retreat

**Wednesday, April 26**

Priest Spring Retreat

**Thursday, April 27**

Priest Spring Retreat

6:15pm Ladies Night Out

**Friday, April 28**

» 1:30pm Priest Spring Retreat

6:00pm Married Love: Two Becoming One Retreat - La Crosse Deanery

6:30pm Basic Evangelization Training - La Crosse

**Saturday, April 29**

» 6:00pm Married Love: Two Becoming One Retreat - La Crosse Deanery

» 4:00pm Basic Evangelization Training - La Crosse

**Monday, May 1**

Solemnity of Saint Joseph the Workman, principal patron of the Diocese

**Saturday, May 6**

10:30am Ordination to Diaconate (Transitional) - Live Stream

**Sunday, May 7**

World Day of Prayer for Vocations

[<<TOP >>](#)

**Chancery Office**

Chancellor Very Rev. William Dhein – 608-791-2655 | [wdhein@diolc.org](mailto:wdhein@diolc.org)

**Trinity Dome Collection**

The Bishops of the United States have approved a special one-time second collection to take place in parishes across the nation on Mother's Day 2017 to support the mosaic ornamentation of the Holy Trinity Dome, the crowning jewel of the Basilica of the National Shrine of the Immaculate Conception.

The collection materials were mailed from the USCCB last week and most parishes have probably received them by now. Bishop Callahan encourages all parishes to participate in this one-time second collection on May 14.

Following the collection, please forward all funds to the Diocesan Finance Office by June 9. The total diocesan contribution will be sent to the collection office by that office.

For more information please visit [www.trinitydone.org](http://www.trinitydone.org) or [www.nationalshrine.org](http://www.nationalshrine.org)

[<<TOP >>](#)



## Office for Catechesis & Evangelization

Director: Ann Lankford – 608-791-2658 | [alankford@diolc.org](mailto:alankford@diolc.org)

### Annual August Conference – “Basic Catholic Principles for Healing the Culture”

How do we begin to change the culture? One way is to start with ourselves. Come and experience principles and insights that will provide us with a steady compass for navigating the mainstream culture when we encounter bad ideas and values.

Will you please provide catechists and all those involved with the Faith Formation Program with a brochure for our annual Conference? Camille Pauley, the President and CEO (co-founder with Fr. Robert Spitzer, S.J.) of Healing the Culture, will be the keynote speaker.

The following information is being sent to you, but is also available by clicking on each item:

- [Brochure](#)
- [Poster](#)
- [Letter to the Catechetical Leader](#)

### Catechist Years of Recognition Certificate

Please [click here](#) to download the form to fill out the names of the catechists who have taught in your parish for at least five, ten, fifteen, twenty years or more. Note: This is to be given to catechists who have served at least five years or more – in increments of five years. Certificates will be issued for you to distribute to your staff shortly after this form is received.

[<<TOP >>](#)



## Office for Communications

Director: Jack Felsheim – 608-791-2663 | [jfelsheim@diolc.org](mailto:jfelsheim@diolc.org)

### Parish Adoration Sites for May / June Catholic Life

The theme for May / June Catholic Life is Prayer of Adoration. Pages 6-7 of the magazine will feature parish adoration sites from around our diocese. Please verify that your parish’s adoration location and time is listed and correct by Thursday 4/20/17. [Here is the early proof of the page for you to check:](#)

### Are you seeing formatting issues in the Chancery Bulletin?

A few people have reported that the Chancery Bulletin appears with LARGE fonts, or other formatting issues. If you are experiencing “odd” looking formatting kindly let Jack Felsheim know either by E-mail or phone. While we work through the fix, you can get correctly formatted versions of the Chancery Bulletin in the archives found here: [Past Chancery Bulletins](#)

### REMINDER: Double Check Your Parish’s Adoration Site Information for Catholic Life

For the May/June issue of Catholic Life, we will be including regularly scheduled Parish Eucharistic Adoration sites from around the diocese. We have gotten several responses and

reached out by phone as well to make sure the information is correct. Below is a draft of the layout for the magazine. Please take a moment and reaffirm that the information and location is correct or if your parish is missing and would like to be included, please email [catholiclife@diolc.org](mailto:catholiclife@diolc.org) to have the information corrected.

**REMINDER: Request your Parish's Church and Historical Pictures**

In preparation for the sesquicentennial, the Office for Communications has taken current photos of your parish, and have collected and digitized numerous historical photos and documents. These materials are available for your use in your own parish communications. If you would like access to these images, please email Danelle Bjornson at [dbjornson@diolc.org](mailto:dbjornson@diolc.org) for a link to your parish's information.

**REMINDER: Promoting the Diocesan Parish History Book**

We created a poster for you to help promote the diocesan history book. This over 350-page book including every parish's history and photos, and diocesan history will be available for \$33 and will arrive before Christmas 2017!

[Link to Promotional Poster](#)

[Link to "early sample" of two parish pages](#)

[Link to "early sample" of diocesan history](#)

[<<TOP >>](#)



**Office for Consecrated Life**

Director: Sr. Donna Krzmarzick, ISSM – 608-791-2690 | [dkrzmarzick@diolc.org](mailto:dkrzmarzick@diolc.org)

No items this week.

[<<TOP >>](#)



**Office for Marriage & Family Life**

Director: Alice Heinzen – 608-791-2673 | [aheinzen@diolc.org](mailto:aheinzen@diolc.org)

No items this week.

[<<TOP >>](#)



**Office for Ministries**

Director: Christopher Ruff – 608-791-0161 | [cruff@diolc.org](mailto:cruff@diolc.org)

No items this week.

[<<TOP >>](#)



## Office for Missions

Director: Fr. Woodrow Pace – 608-791-2676 | [wpace@diolc.org](mailto:wpace@diolc.org)

No items this week.

[<<TOP >>](#)



## Office for Pontifical Ceremonies

Director: Michael Haight – 608-791-2697 | [ceremonies@diolc.org](mailto:ceremonies@diolc.org)

**Spring Confirmations:** The spring Confirmation season begins in just a few short days! Parishes participating in these Confirmations should watch their email for the *Letter of Anticipation* and liturgy forms. The host parish is asked to complete these forms in a timely manner and return them no later than one full week prior to the anticipated date of the Confirmation Mass. The Office of Pontifical Ceremonies is here to assist with any questions the planning teams have to help make these liturgies a beautiful moment in the life of the parish communities and of those receiving the Sacrament. A reminder, also, that if a visiting cleric from outside the Diocese wishes to concelebrate or assist at a Confirmation Mass they need to forward a *Letter of Suitability* to the Diocesan Vicar for Clergy Office. It's with joy to welcome them to our Diocese and to share the sacrament with their extended family!

[<<TOP >>](#)



## Office for Sacred Worship

Director: Christopher Carstens – 608-791-0161 | [ccarstens@diolc.org](mailto:ccarstens@diolc.org)

No items this week.

[<<TOP >>](#)



## Office for Safe Environment

Director: Msgr. David Kunz – 608-791-2689 | [tboisvert@diolc.org](mailto:tboisvert@diolc.org)

### DIOCESE OF LA CROSSE GUIDELINES FOR REPORTING INSTANCES OF CHILD ABUSE

The Diocese of La Crosse, through its [policies and procedures](#), seeks to provide a prompt, appropriate and compassionate response to reporters of sexual abuse of a child by any diocesan agent (employee, volunteers, vendors, religious or clergy). Anyone wishing to make a report of an allegation of sexual abuse should send that report to the Most Reverend William Patrick Callahan, bishop of La Crosse, at the Diocese of La Crosse, P.O. Box 4004, La Crosse, WI 54602-4004. Alternatively, you can contact Mrs. Karen Becker, Victim Assistance Ministry, 608-519-8002 or [kbecker@cclse.org](mailto:kbecker@cclse.org). The reporting form is available through the Diocese of La Crosse Office of the Vicar for Clergy or on the diocesan website at:

[www.diolc.org](http://www.diolc.org) . **Individuals are also encouraged to take their reports directly to civil authorities.** Copies of the diocesan policy are available through your local parish and on the [diocesan website](#). If you have any questions about the Diocese of La Crosse and the implementation of the *Charter for the Protection of Children and Young People*, please contact Monsignor David Kunz, Vicar for Clergy, Diocese of La Crosse, at (608) 791-2679; or [dkunz@diolc.org](mailto:dkunz@diolc.org).

[<<TOP >>](#)



## Office for Catholic Schools

Superintendent: Thomas Reichenbacher – 608-788-7707 | [treichenbacher@diolc.org](mailto:treichenbacher@diolc.org)

No items this week.

[<<TOP >>](#)



## Office for Social Concerns

Director: Christopher Ruff – 608-791-0161 | [cruff@diolc.org](mailto:cruff@diolc.org)

No items this week.

[<<TOP >>](#)



## Office for Stewardship & Development

Director: Jeff Reiter – 608-791-2653 | [jreiter@diolc.org](mailto:jreiter@diolc.org)

**Christus Resurrexit! He is Risen Indeed!**

## Strategic Stewardship Parishes

### Save the Date: Coming in June 5-7

In February, we established the importance of strategic planning as part of good Stewardship. A key element of strategic planning is strong servant leadership and talented teams.

Jim Collin in his book *Good to Great*, found that not only is “good the enemy of great,” but that greatness is a conscious decision. His research and studies into great organizations concluded that the leadership has “a down-to-earth, pragmatic, committed-to-excellence process,” “a steadfast discipline,” but for an organization to be great, it first needs “the right people on the bus.” This June, we will learn some essential tools and techniques for identifying personal strengths and talents to uncover and create high functioning ministry teams. On June 5, 6, and 7, 2017 [Leisa Ansinger Director of Catholic Life and Faith](#) will lead

us through a day of reflection with tips and techniques for identifying and discerning the strengths and talents God has blessed upon others and ourselves.

[Catholic Life and Faith](#) is a pastoral resource center supporting parishes and diocesan evangelization and stewardship leaders. Leisa Anslinger brings extensive experience in Catholic parishes and schools to her ministry as an author and speaker. She is the author of several books for pastoral leaders and numerous e-Resources on catechesis and stewardship. She is a regular keynote presenter on evangelization, stewardship, and catechesis at the International Catholic Stewardship Conference, as well as many other national and diocesan gatherings.

## **International Catholic Stewardship Conference (ICSC)**

The Office for Stewardship and Development is looking for interested individuals to who want to attend this incredible three-day stewardship event. Space is limited! Hundreds of fellow Catholics from around the world attend this event. By joining the Diocesan group, you can leverage our membership pricing. Click here for information on the ICSC <http://catholicstewardship.com/>.

This invitation is open to all interested parties.

Contact Jeff Reiter Director of Stewardship and Development for more details. Email: [Jreiter@diolc.org](mailto:Jreiter@diolc.org) or call direct at 608.791.2685 or by visiting our signup page at <https://goo.gl/forms/OZNZSFHIOZ5zcFI33>

## **Diocesan Annual Appeal**

### **Process Changes**

To streamline and speed up our gift processing, we are discontinuing the use of the lockbox services in Milwaukee. The Office for Stewardship and Development staff will do all gift processing in-house. If your parish receives any Diocesan Annual Appeal gifts or pledges, please be sure to forward them all directly to our office:

Office of Stewardship and Development  
PO Box 4004  
La Crosse, WI 54602-4004.

All parishioner and donor mailings have had the La Crosse address as a return address for a couple of months.

### **2016-2017**

We have returned over a half a million dollars in parish rebates this year so far. The number of our parishes going over target continues to grow, daily. We have 50% of the parishes that are above goal and another 35% that are within striking distance of meeting their goal. Keep up the great work promoting the Annual Appeal. An Annual Appeal is a community event; the

funding helps provide the means for many different supported ministries to live the mission of Jesus Christ, locally, throughout the diocese, and the Church worldwide.

We will begin to identify any non-givers in your parish, and a late May mailing will invite them to participate in a one-time gift to this year's Diocesan Annual Appeal.

## **2017-2018**

In 2018, we will be celebrating 150 years as a diocese, the generations whose shoulders we stand upon came to this area and built a diocesan community based on their hope in Jesus Christ.

We have begun capturing video for next year's annual appeal. As we continue, we invite you to share stories of how the Church is *The Steward of Hope*. Know of someone who because of or through the ministries supported by the Diocesan Annual Appeal is an inspiration of hope? Please contact the Office of Stewardship and Development.

## **The Diocesan Annual Appeal Parish Progress Reporting Tool – GivingTrend**

We continue to implement more of the features of GivingTrend. Over the next, few weeks will begin scanning pledge forms, remittance devices, and checks. Not only will this process allow us to be more efficient and accurate with our gift processing, but it will also permit us to electronically submit checks for the deposit to the bank, upload the data into Raiser's Edge system, and post the actual images of the forms and checks into the GivingTrend tool directly. Through GivingTrend you will then be able to see the actual documents submitted, enabling you to better serve your supporters by being able to provide them with copies of recorded documents.

Do you still need your GivingTrend reporting sign-on credentials? Complete the registration form found linked on the Appeal Portal web page: <http://appeal.diolc.org>. There you can also watch a recorded version of one of the training sessions.

[<<TOP >>](#)



### **Office for Temporalities**

*Diocesan Finance Officer Marie Gernes – 608-791-2668 | [mgernes@diolc.org](mailto:mgernes@diolc.org)*

## **Registration and Agenda for the Parish Finance Seminar - May 9**

The annual Parish Finance Seminar will be held on Tuesday, May 9<sup>th</sup> at Three Bears Resort in Warrens, WI. All registrations must be in by April 28<sup>th</sup>. [Registration and Agenda attached.](#)

This year there will be a time for some open discussion of topics that you would like to discuss. Please email me with any topics that you would like to have put on the list.

[<<TOP >>](#)



### **Office for Vocations**



Director: Fr. Alan Wierzba – 608-791-2667 | [awierzba@diolc.org](mailto:awierzba@diolc.org)

No items this week.

[<<TOP >>](#)



## Office for Vicar for Clergy

Director: Msgr. David Kunz – 608-791-2689 | [tboisvert@diolc.org](mailto:tboisvert@diolc.org)

No items this week.

[<<TOP >>](#)



## Office for Youth & Young Adult Ministry

Director: Christopher Rogers – 608-791-2652 | [crogers@diolc.org](mailto:crogers@diolc.org)

### **\*Totus Tuus\***

We are in serious need of Totus Tuus Teachers for this summer. If you know of anyone who might be interested, please let our office know as we would like to talk with them more about it.

### **Youth Talks**

Chris Rogers is happy to come to your parish and speak to your youth group, CCD class, etc. Call 608-791-2652 if you would like to schedule a date.

### **Adventure Camp**

There are spots still available in all three weeks. Don't miss this awesome opportunity for students in grades 6-12! For more information, please follow this [link](#).

Week 1: June 18-23, 2017 - **FULL**

Week 2: June 25-30, 2017

Week 3: July 9-14, 2017

\*NOTE\* The LDCCW has scholarship money to help students attend Adventure Camp. We very much appreciate their generosity! Go to <http://www.ldccw.org/grants-and-scholarships.html> to find out more information.

### **Franciscan CORE**

A five-day summer, residential program for rising 10th, 11th, and 12th grade students which offers education, reflection, and experience on Catholic Social Teaching themes and principles using St. Francis of Assisi as a model for action. The dates are June 11-16, 2017. For more information, please follow this [link](#).

### **Mission Trip to Gatlinburg, TN**

We will be taking a trip to Gatlinburg, TN July 5-13, 2017 to assist in their recovery from wildfires. This trip is for all rising 9<sup>th</sup> graders and outgoing 12<sup>th</sup> graders. Late last year, wildfires destroyed many homes and businesses in Gatlinburg. There are many groups

coming in to help with clean up and recovery, and we know there will be plenty of work for us to do, we just do not know the details yet. However, as soon as we have them, we will post them on our website. If you are interested in going, please contact Teresa Brown at 608-791-2652 to be added to the list. Please know spots will fill up quickly.

### **Regional Youth Rallies and Retreats**

- The Rally in Eau Galle will be held Sunday, May 7, 2017.

For more information about both of these awesome events, please follow this [link](#).

### **NET Retreats**

We have confirmed that the NET Team will be in our diocese September 23-28, 2017. More information will be coming soon. Once we do have more information, you may find it by going to this [link](#).

### **National Catholic Youth Conference (NCYC)**

The biannual National Catholic Youth Conference is coming up held November 16-19, 2017 in Indianapolis, IN. This is an incredible conference for young people where they will get to experience their faith with thousands of teens from all over the country and even other parts of the world. We do realize that this is the weekend after the 2017 Immersion Retreat, that said, think of NCYC as "The Next Step" for your youth that are looking for something more to continue the journey began at Immersion Retreat.

John Schmitt, the Director of Faith Formation and Youth Minister at St. Anne Parish in Wausau is the organizing Chairperson for our Diocese of La Crosse Delegation.

To see more information and to register your Parish/School for NCYC, check out Wausau Deanery Website: <http://cw-catholics.org/ncyc/>

[<<TOP >>](#)