



Chancery Bulletin - Vol. 5, No. 11.4 | November 24, 2020

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A message from Bishop William Patrick Callahan

Bishop William Patrick Callahan has issued this [letter](#) to all clergy. With the level of cases within our Diocese reaching a critical stage, it is important that we follow these COVID protocols with a renewed diligence. Stay safe and have a blessed Thanksgiving.

A Decree was issued on November 23, 2020 dispensing from the obligation to attend Mass on Holy Days of Obligation due to the Covid-19 pandemic. Please view the decree [here](#).

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Officials

No items this week.

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Events

As of November 23

Thursday, November 26

Thanksgiving - Curia Offices Closed - Nov. 26-27

Sunday, November 29

First Sunday of Advent

Tuesday, December 1

Giving Tuesday

11:00am [Tune-In Tuesdays](#)**Friday, December 4**

Deacon Formation - Marathon - December 4-5

Lay Formation Institute - La Crosse - December 4-5

Tuesday, December 8

Immaculate Conception - Curia Offices Closed

Immaculate Conception of the BVM

11:00am [Tune-In Tuesdays](#)**Sunday, December 13**

Annual Retirement Fund for Religious - Dec. 12-13

Tuesday, December 1511:00am [Tune-In Tuesdays](#)**Tuesday, December 22**11:00am [Tune-In Tuesdays](#)**Friday, December 25**

Christmas - Curia Offices Closed Dec. 24-25

Solemnity of the Nativity of the Lord

Tuesday, December 2911:00am [Tune-In Tuesdays](#)**Friday, January 1, 2021**

New Year's Day - Curia Offices Closed Dec. 31-Jan. 1

To get your parish events listed on the diocesan calendar, diolc.org/calendar, and in *Catholic Life* magazine, please send an email to datebook@diolc.org. Make sure you include the following details: date, beginning/ending times, event location, description, menu and cost, etc. If you have any questions, please call Pam Willer at 608.788.1524 for more information.

The December Issue of Catholic Life magazine will be delivered to your parishioners around November 27.

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**Chancery Office**

Chancellor Very Rev. William Dhein – 608.791.2655 | wdhein@diolc.org

No items this week.

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Office for Catechesis & Evangelization

Director: Ann Lankford – 608.791.2658 | alankford@diolc.org

For Parish Communications

Advent Virtual Parish Mission

If your parish would like to include an Insert and/or announcement in the parish bulletin regarding the Advent Virtual Parish Mission, see [last week's Chancery Bulletin \(November 17\)](#). Each Advent presentation will be available at diolc.org/advent.

Advent Virtual Parish Mission

The presentation for the first Week of Advent is now available at diolc.org/advent. For the complete listing of events visit: diolc.org/advent.

For Parish Communications – Bulletin insert for the weekend of December 6

A bulletin insert entitled "Advent: Preparing for the Coming of Christ" is available by clicking here: <https://diolc.org/catechesis/bulletin-inserts/>

"Go to Joseph" Prayer Cards

With the Advent Parish Mission focused on the theme "Preparing for the Birth of the Christ Child through the eyes of St. Joseph", if the parish or school would like to order Year of St. Joseph Prayer Cards, please email Paula at pboyle@diolc.org with the parish name, address and number of packs. Each pack contains 100 cards. If someone is traveling to La Crosse, pick up would be appreciated.

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Office for Communications

Director: Jack Felsheim – 608.791.2663 | jfelsheim@diolc.org

The December issue of *Catholic Life* Magazine will be delivered to your parishioners this week.

Reminder: Bishop Callahan's Advent Video Message and supporting graphics:

Bishop Callahan has recorded his [Advent video message](#), which is available [here](#), for you to share with your parishioners on your Facebook page and link to your website. If you have a Crosspost relationship setup with the diocesan Facebook, you will receive the video into your video library and can then share from there.

Advent website and Facebook banners have also been created and are available for your use at the diocesan media resources page diolc.org/media-resources.

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Office for Consecrated Life

Director: Sr. Donna Krzmarzick, ISSM – 608.791.2690 | dkrzmarzick@diolc.org

Reminder: Retirement Fund For Religious

The annual collection in parishes for the national Retirement Fund for Religious is scheduled for the weekend of December 12-13. Religious in our diocese and across the nation benefit significantly from this national collection. Please promote the campaign in your parish bulletin, pulpit announcements, and petitions at Mass (sample texts below).

Bulletin Announcements

Weekend before the collection (December 5- 6)

Give in thanksgiving. "I shall always be grateful for my Catholic education" writes a donor. Please join in thanking the thousands of senior Catholic sisters, brothers, and religious order priests who worked tirelessly to educate the young and serve those in need. Next week's second collection is for the Retirement Fund for Religious, which helps hundreds of religious communities care for aging members. Please give generously.

Week of the collection (December 12-13)

Support aging religious. Our second collection is for the Retirement Fund for Religious. Many senior Catholic sisters, brothers, and religious order priests served for years for small stipends. Today, many religious communities do not have enough savings to meet retirement needs. Your gift helps pay for medications, nursing care, and other needs for tens of thousands of elderly religious. It also helps ensure younger members can continue the good works of their elders. Please be generous.

Pulpit Announcement *(for Masses the weekend of December 12-13)*

Please read from the pulpit or include with the weekly announcements.

Today's second collection is for the Retirement Fund for Religious. Thousands of senior Catholic sisters, brothers, and religious order priests spent years serving in Catholic schools, hospitals, and agencies, usually for small stipends. Now, their religious communities do not have enough savings for retirement and eldercare. Your gift to the Retirement Fund for Religious helps provide medications, nursing care, and more. Almost 94 percent of donations aid senior religious. Please be generous.

Petition for Holy Mass *(for Masses the weekend of December 12-13)*

We pray for God's continued blessings on all our women and men religious, especially those who have served others over many years and are now in need themselves.

For more information and further resources: [Retirement Fund for Religious](#)

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Office for the Diaconate

Director: Deacon Bryan Hilts – 608.791.2665 | bhilts@diolc.org

No items this week.

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Office for Human Resources

Director: Margaret Ebner – 608.791.2670 | mebner@diolc.org

No items this week.

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Office for Marriage & Family Life

Director: Christopher Rogers – 608.791.2659 | crogers@diolc.org

No items this week.

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Office for Ministries

Director: Christopher Ruff – 608.791.0161 | cruff@diolc.org

No items this week.

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Office for Missions

Director: Fr. Woodrow Pace – 608.791.2676 | wpace@diolc.org

Giving Tuesday

The Fr. Joe Legacy Guild is excited to announce that in one week we will be participating in #GivingTuesday, a global movement where communities come together around the world to make a difference. Fr. Joe made a difference each and every day in his life, now you can help join us in carrying out his legacy.

We reflect on Fr. Joe's inspirational work, his missionary spirit and pray for his Cause as a community. Will you [join](#) us?

Please share the news, our [website](#) or [Facebook](#) with your parishes or schools! #iGiveCatholic #GivingTuesday #GiveHope

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Office for Sacred Worship

Director: Christopher Carstens – 608.791.0161 | ccarstens@diolc.org

Up to Four Masses on Christmas Eve, Four on Christmas Day

Bishop Callahan has decreed that Christmas Eve Masses can begin as early as 2:00 p.m. on December 24, 2020. The earlier time will allow, where it is deemed appropriate by the pastor, for priests to offer additional Masses on Christmas Eve to accommodate the faithful, while still keeping overall occupancy numbers below 25%.

Relative to this decree about the start time of Christmas Eve Masses is a further decree from Cardinal Robert Sarah of the Congregation for Divine Worship and the Discipline of the Sacraments. For the year 2020, he says, Bishops may allow their priests to celebrate four Masses (rather than three) on Christmas Eve, and four more on Christmas day. Bishop Callahan will grant this permission in a forthcoming decree.

In short: priests may begin to celebrate Christmas Eve Masses as early as 2:00 p.m. on December 24. They may offer four Masses on December 24, and four more Masses on December 25. Please contact the Office for Sacred Worship with any questions.

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Office for Safe Environment

Director: Teresa Brown – 608.791.2679 | tbrown@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 (bishop, priest, deacon, employee, religious, vendor or volunteer). Anyone wishing to make a report of an allegation of sexual abuse should send that report to Mrs. Karen Becker, Complaint Intake Agent, at the Diocese of La Crosse, P.O. Box 4004, La Crosse, WI 54602-4004. Alternatively, you can contact Mrs. Becker at 608.791.0179 or intakeagent@diolc.org. The reporting form is available through the Diocese of La Crosse Office of Safe Environment or on the diocesan website at: diolc.org/safe-environment/reporting. **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 Teresa Brown, Diocese of La Crosse, at 608.791.2679; or tbrown@diolc.org.

The 2020-21 Audit is an onsite audit. 3 parishes and 3 schools will be selected to have the auditors visit for an onsite audit. The report form and a spreadsheet for every parish and school has been sent to the contact they have provided. The completed report is due back by March 1, 2021.

Last year, 3 schools sent their reports in May and 3 sent their reports in June. 21 parishes sent their report in May, 15 in June and 5 in July.

When you submit your report, all active staff and volunteers must have a current training date and background check. If their background expires before July 1, 2021 it must be renewed. All paid staff and coaches and janitors need fingerprinting done once during their employment. Police and Sheriff Departments are now open for prints if you call for an appointment. All students in a Religious Ed program or attending Catholic School need to have Protect and Heal training unless their parent fills out a declination form.

If you need help completing your report, contact Teresa Brown.

Happy Thanksgiving to everyone.

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Office for Catholic Schools

Superintendent: Thomas Reichenbacher – 608.788.7707 | treichenbacher@diolc.org

No items this week.

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Office for Social Concerns

Director: Christopher Ruff – 608.791.0161 | cruff@diolc.org

For Parish Communications:

Donate to Project Milk, Help the Children of Casa Hogar in Peru

The Father Joseph Walijewski Legacy Guild and Rural Life Committee ask you to help support Project Milk. Help us send 800 bags of Wisconsin milk each year to Casa Hogar Juan Pablo II in Lurín, Peru – home to 72 children, families and staff. Casa Hogar also trades milk for needed resources and donates milk to local soup kitchens and families across greater Lima. Last year over 40 sites and hundreds of people received nutritious milk from Wisconsin. For more information and to give, visit diolc.org/project-milk.

Help Stop Mail-Order Abortion

The number of chemical abortions in the US has gone up dramatically, and COVID-19 is only making the problem worse, with more women (and teen girls) seeking chemical abortions at home—even illegally, by mail and without a doctor's prescription. But there is hope: a new bill has been introduced that could help protect mothers and babies from chemical abortion. For more information and to make your voice heard, visit votervoices.net/usccb/home.

Speak Out Against Federal Executions

The Catholic bishops have expressed their opposition to the death penalty for decades, and have raised their voices against the death penalty several times since new federal executions were announced. Please add your voice to theirs in calling for an end to federal executions. Visit votervoicenet.usccb/home.

Demand a COVID-19 Vaccine free from abortion

Among the vaccines currently in development, some are being produced using old cell lines that were created from the cells of aborted babies. There is no need to further exploit the bodies of aborted children. Other cell lines or processes that do not involve cells from abortions are available. To learn more and to make your voice heard, visit votervoicenet.usccb/home.

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Office for Stewardship & Development

Director: Jeff Reiter – 608.791.2653 | jreiter@diolc.org

2020-21 Diocesan Annual Appeal

This year's theme emphasizes the relevancy of the Church, our Christ-given Mission, and our community united through our Baptism to the Cross and Resurrection. The theme is "His Church is Still Here, His Church Still Provides, His Church is You and Me."

United States Postal Service: We continue to have several parishes reporting issues with parishioners reporting they are not getting their appeal mailings as timely as expected. We have found that the mailings are reaching their homes seven days and more later than expected. If you receive reports of parishioners not receiving mailings, please let us know who they are so that we can send them another packet. We cannot help if we do not have the names of individuals or families.

GivingTrend: Some of you may have noticed some intermittent issues with this reporting program. We are going through a significant upgrade of our processing and reporting software. This upgrade will expand our ability to process and report gifts. Please be patient as this upgrade is put into production, and know we are trying to minimize any disruptions. If you need information or are having an issue with GivingTrend, please contact our office.

Reminder: Kick-Off Weekend: Because our communities cannot come together as we ordinarily do, we do not limit the weekends available for kick-off. Your parish community can choose the best weekend for your schedule. You must [register](#) your parish and tell us which weekend you want the mail to arrive by.

Due to the Cathedral Campaign Commitment weekend on 12/13/20, the next weekend available for sign up is December 20, 2020. You must sign up on the Appeal portal appeal.diolc.org by 11:59 pm on 12/04/2020 to have the best chance to have the materials delivered by that weekend. If you have already kicked off and are just now signing up, please enter the next earliest date available. The mailings are placed into the postal mail stream on

Tuesday before the weekend of choice, with the hope the envelope will arrive in mailboxes on Friday or Saturday.

Below is a chart for your reference

Register by:	Dropped in Mail	Arrive in Homes	Sunday after Drop Date
12/4/2020	12/14/2020	12/18/2020	12/20/2020
12/11/2020	12/21/2020	12/25/2020	12/27/2020
12/18/2020	12/28/2020	1/1/2021	1/3/2021
12/25/2020	1/4/2021	1/8/2021	1/10/2021
1/1/2021	1/11/2021	1/15/2021	1/17/2021
1/8/2021	1/18/2021	1/22/2021	1/24/2021
1/15/2021	1/25/2021	1/29/2021	1/31/2021
1/22/2021	2/1/2021	2/5/2021	2/7/2021
1/29/2021	2/8/2021	2/12/2021	2/14/2021
2/5/2021	2/15/2021	2/19/2021	2/21/2021
2/12/2021	2/22/2021	2/26/2021	2/28/2021

Please sign up as soon as you know which weekend you wish to start, even if you want to wait until later this year or into the first part of 2021.

Reminder: The Diocese of La Crosse is part of the Amazon Smile Program - Do you or your family, friends, or parishioners use Amazon for purchasing online? This year it is one of the most popular ways people are buying and shipping their gifts to their loved ones.

Join the Amazon Smile program and select the Diocese of La Crosse as your charitable partner. Portions of the proceeds from your purchases on many items qualify.

What is AmazonSmile?

AmazonSmile is a simple way for you to support the Diocese of La Crosse every time you shop, at no cost to you. AmazonSmile is available at smile.amazon.com on your web browser and can be activated in the Amazon Shopping app for iOS and Android phones. When you shop at AmazonSmile, you'll find the exact same low prices, vast selection, and convenient shopping experience as Amazon.com, with the added benefit that AmazonSmile will donate 0.5% of your eligible purchases to the Diocese of La Crosse.

Make a difference this holiday. Shop for gifts at smile.amazon.com/ch/39-0807229 to generate donations for the Diocese of La Crosse

Reminder: Planned Giving -Leaving a Legacy, Wills, Bequest, and Endowments. Our Estate Planning Guide can help people save several hundred dollars in legal and financial estate planning costs. We have seen a significant increase in requests for this guide; this increased interest in Planned Giving mirrors what we find on a national level since the COVID-19 outbreaks. If you would like more information or ads for your parish bulletin, please contact our office. Our Planned Giving website is diolclegacy.org. People can find calculators, additional information, sign up for a newsletter, and request copies of specific estate planning guides and information.

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Office for Temporalities

Diocesan Finance Officer: James Reider – 608.791.2668 | jreider@diolc.org

Form 1099-NEC

Form 1099-MISC will continue to be used for all payments reported other than the former 1099-MISC box 7. That method has been deprecated. Nonemployee compensation now is reported on Form 1099-NEC box 1. [Click here](#) to be redirected to the IRS website for information on Form 1099-NEC.

Discount Deadline 12-31-2020 for QuickBooks Online. Other PNQ news and links.

Parish Finance Contacts are notified that the 80% discount for QuickBooks Online expires 12-31-2020. All parishes must use either ParishSOFT Accounting or QuickBooks Online as their accounting software. Parish implementation of these online software, and the new Chart of Accounts extends until the beginning of next fiscal year, July 1, 2021. [Click here](#) to review the Chart of Accounts. Parish Finance Contacts who want more information regarding parish accounting software pricing are invited to attend an online discussion on Tuesday, November 24, at 10:00am please [click here](#) to attend. Meeting ID: 838 9823 4161 Passcode: 251159. Parishes choosing QuickBooks Online must notify Nick Lichter nlichter@diolc.org of their license commitment before year end to participate in the 80% discount. Those who do not license by 12-31-2020 will not receive the discount.

If you have any questions please reach Nick Lichter, (608) 791-2681, or nlichter@diolc.org.

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Office for Vocations

Director of Formation: Fr. Alan Wierzba – 608.791.2667 | awierzba@diolc.org

Director of Vocation Recruitment: Fr. Nate Kuhn – 608.791.2666 | nkuhn@diolc.org

Please include the following intercession for vocations for your Sunday prayers of the faithful

That our parish community will nurture marriage and religious vocations through their lives of prayer and service, giving witness to God's loving action in the world.

Contact the Vocations Office at vocations@diolc.org or 608-791-2667 for more seminarian prayer books and/or posters.

Please consider adding a vocations paragraph to your parish bulletin. Below is an example - They will be changed each week. Feel free to use any or all of them. Contact Renee' at vocations@diolc.org if you'd like the full document emailed to you.

What does your future hold?

When we are young, we look towards the future and wonder what's in store. Perhaps there are dreams of accomplishing great things, helping others, or being able to change the world. Well, there is a vocational calling that can provide the opportunity to do all of that and so much more: the priesthood! Consider the Lord's call to the priesthood, a calling that gives young men the opportunity to be part of something greater, the Church. It provides an opportunity to be part of God's healing mission, a mission to save souls and bring people into deeper relationship with Him. If you or someone you know is interested in discovering this call, please contact me at: Fr. Nate Kuhn, Director of Vocational Recruitment for the Diocese of La Crosse, 3710 East Ave. S. PO Box 4004, La Crosse, WI 54602; or by phone at: 608.791.2667. God bless you!

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Office for Vicar for Clergy

Director: Very Rev. Woodrow H. Pace – 608.791.2689 | mberg@diolc.org

No items this week.

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Office for Youth & Young Adult Ministry

Director: Christopher Rogers – 608.791.2659 | crogers@diolc.org

No items this week.

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