**2019 Retirement Fund for Religious** [**retiredreligious.org**](http://www.retiredreligious.org)

Sample Coordinator Communications

Below are texts you can use in your role as coordinator to communicate with (arch)diocesan clergy and staff regarding the Retirement Fund for Religious (RFR) collection. The sample text can be customized or simply copied and pasted into your email or document. (*Please be sure to insert the collection date for your (arch)diocese*.)

Email from RFR coordinator to pastor/administrator

Dear Pastor or Parish Administrator,

Our parishes will hold the annual Retirement Fund for Religious collection on (*insert dates*). Many elderly Catholic sisters, brothers, and religious order priests worked for years for little or no pay. Today, hundreds of religious communities lack adequate retirement savings and struggle to provide for older members. Collection proceeds offer financial assistance and resources to help eligible communities meet the ongoing needs of senior members.

Please join in promoting a generous response to the annual appeal. Downloadable resources, such as bulletin announcements and social media posts, are available at [retiredreligious.org/materials](https://retiredreligious.org/materials/). Please be sure to announce the collection during Mass.

Many thanks for your time and assistance.

Announcement for newsletters or communications

Our parishes will hold the annual Retirement Fund for Religious collection on (*insert dates*). Please join in promoting a generous response to the annual appeal. Downloadable resources, including bulletin announcements and social media posts, are available at [retiredreligious.org/materials](https://retiredreligious.org/materials/). Please be sure to announce the collection during Mass. Thank you for your time and assistance.