

Retirement Fund for Religious

Sponsored by the National Religious Retirement Office

Parish Information Needed

As coordinator* for the Retirement Fund for Religious (RFR) collection, you are asked to (1) ensure accurate information is entered for your (arch)diocese on the National Collections website and (2) request campaign materials for your parishes as needed.

Please note the following:

- **The open period to request campaign materials for the 2024 RFR collection is March 1–July 31, 2023.** Because of the way the collection is scheduled, you will be requesting materials *roughly 18 months prior to the national appeal.*
- Campaign materials can only be requested at the (arch)diocesan level. Parishes do not have access to the National Collections site.
- We rely on you to verify the quantities and items on file for your parishes. This review helps to conserve resources and avoid excess or unnecessary printing and shipping.

How to Request Materials and Update Information

1. Visit nationalcollections.org.

Click **Login**. Enter **Username** and **Password**. Click the **Login** button.

*(First-time users: Click **Registration** in the left menu. Submit required information.*

*Registration confirmation will be emailed in one to two business days. Proceed with **Login**.)*

2. Enter Diocesan Collection Updates.

Use the left menu to click on the sections in blue below. Please review each and update as needed. **Important: Click Save Changes for each edit made.**

Update Diocese Information

Confirm or edit your information as (arch)diocesan coordinator for the RFR collection and input additional contacts if necessary.

Update Parish Information

Enter parish openings, closings, and address changes as needed.

Update Collection Information

Follow the directions at the top of this section's page.

– Confirm or enter the date of the RFR collection in your (arch)diocese.

Parish shipments are sent roughly four weeks before the date you provide.

– Make changes to the items or quantities requested as needed.

The website shows the items and quantities sent to each parish the prior year.

If no changes are entered, parishes will automatically receive the same shipments.

Download Information (optional)

Download an Excel spreadsheet of the items and quantities requested for each parish.

Campaign materials are provided to parishes and (arch)diocesan offices at no charge. See pages 2–4.

* If you are not the coordinator, please contact us (see back page).

Campaign Materials for Parishes

Automatic Parish Shipments

Two posters and a parish guide make up the **pastor kit**, which is shipped to each parish unless you indicate otherwise on the National Collections website.

Parish Guide

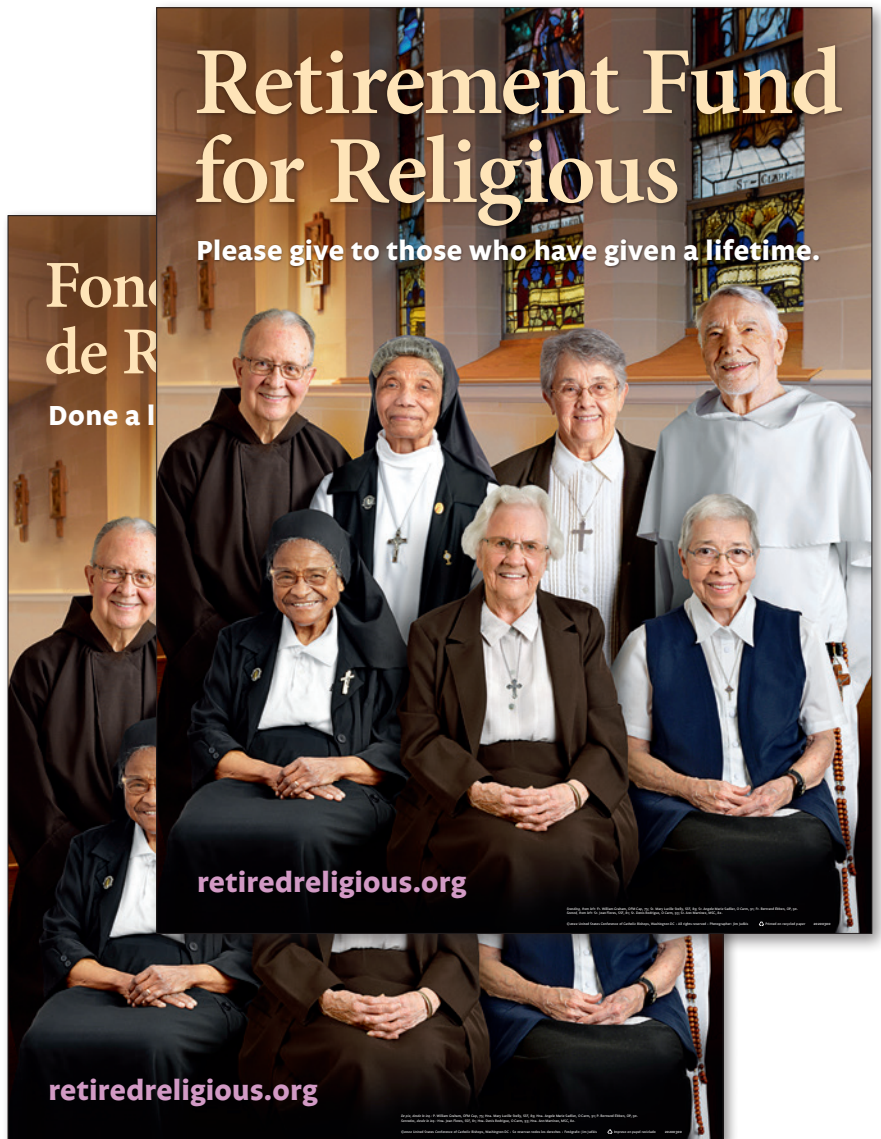
This short guide provides an overview of the resources that parishes often use to promote the appeal, such as bulletin announcements and social media. All resources can be downloaded from retiredreligious.org.



Posters

Each year, the RFR produces a poster featuring senior religious. The goal is for parishes to display the poster in gathering spaces, parish centers, Catholic schools, parish offices, and other areas to promote the collection.

Posters are 17 x 22 inches with English text on one side, Spanish on the other.



Campaign samples shown feature 2022 graphics. Future campaigns will use different images and text.

Reminder:
Every parish automatically
receives two posters.

Additional Parish Shipments

The items on this page are shipped to parishes in response to requests that RFR coordinators enter on the National Collections website. Unless updates are entered, parishes will automatically receive the same items and quantities from year to year.

Bulletin Inserts

Bulletin inserts are a central component of the RFR appeal, informing parishioners of the urgent need for their support of elder religious and featuring the campaign image. Inserts can be included with weekly bulletins or made available in parish gathering spaces.

Bulletin inserts are 8.5 x 11 inches, include a response form, and display English text on one side and Spanish on the other.



Retirement Fund for Religious
Fondo para la Jubilación de Religiosos

Please give to those who have given a lifetime.

Elderly religious need your help. Like those pictured, nearly 25,000 senior sisters, brothers, and religious order priests have devoted their lives to prayer and ministry—educating the young, tending the sick, aiding the needy, and more. Yet years of serving for little or no pay have left a profound shortage in retirement savings. Your support of the Retirement Fund for Religious helps furnish care, medicine, and other necessities. Please give generously.

retiredreligious.org

To give at your parish: Make your check payable to your parish. (Write RFR on the memo line.)
Amount: ☐ \$1,000 ☐ \$500 ☐ \$250 ☐ \$100 ☐ \$50 ☐ \$25 ☐ Other \$ _____

To donate by mail: Insert check payable to Retirement Fund for Religious. Please do not mail cash.
Name _____
Address _____
City _____ State _____ Zip code _____
Email address (for e-newsletters) _____
(Archdiocese) _____

Data Preference (Please check Yes or No.)
The data I provided may be used to complete this transaction and stored for United States Conference of Catholic Bishops Retirement Fund for Religious records.
☐ Yes, I agree.
☐ No, the data I provided may only be used for this transaction.
Please check with your employer about matching gifts.

National Religious Retirement Office • 3211 Fourth Street NE • Washington DC 20017-1194 • Phone (202) 541-3215 • Fax (202) 541-3053
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Cantidad: ☐ \$1,000 ☐ \$500 ☐ \$250 ☐ \$100 ☐ \$50 ☐ \$25 ☐ Otro \$ _____

Nombre _____
Dirección _____
Ciudad _____ **Estado** _____ **Código postal** _____
Dirección electrónica (para boletines electrónicos) _____
(Arquidiócesis) _____

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Direct Response Envelopes

These bilingual envelopes can be placed in the pews or gathering space on the weekend of the collection. They include a response form and are designed for parishioners to mail directly to the National Religious Retirement Office.



Retirement Fund for Religious
Fondo para la Jubilación de Religiosos

Please give to those who have given a lifetime. | Done a los que donaron su vida.

Religious
Fondo para la Jubilación de Religiosos

Visit retiredreligious.org/2022photos to meet the religious pictured on the cover.

Los religiosos ancianos necesitan su ayuda. Miles de hermanas, hermanos y sacerdotes mayores de órdenes religiosas han pasado su vida en servicio a los demás—con muy bajos salarios. Hoy, muchos necesitan cuidado. Les rogamos que sean generosos.

Visite retiredreligious.org/2022photos para conocer a los religiosos fotografiados en la cubierta.

To give at your parish: Insert check payable to your parish. (Write RFR on the memo line.) Add a first-class stamp.
To donate by mail: Insert check payable to Retirement Fund for Religious. Please do not mail cash. Add a first-class stamp.
Para entregarlo a su parroquia: Incluya su cheque pagadero a su parroquia. (Escriba RFR en la línea del memo.)
Para donar por correo: Incluya el cheque pagadero a Retirement Fund for Religious. No envíe efectivo. Agregue un sello postal de primera clase.

Contributions are tax deductible. Please check with your employer about matching gifts.
Las contribuciones son deducibles de sus impuestos. Verifique con su empleador los donativos paralelos.

Data Preference (Please check Yes or No.)
The data I provided may be used to complete this transaction and stored for United States Conference of Catholic Bishops Retirement Fund for Religious records.
☐ Yes, I agree.
☐ No, the data I provided may only be used for this transaction.
Preferencia para datos (Por favor marque Sí o No.)
Los datos que proporcioné se pueden usar para completar esta transacción y almacenarse para los registros del Fondo para la Jubilación de Religiosos de la Conferencia de Obispos Católicos de los Estados Unidos.
☐ Sí, de acuerdo.
☐ No, los datos que proporcioné se pueden usar solo para esta transacción.

Amount enclosed/Cantidad adjunta
☐ \$1,000 ☐ \$500 ☐ \$250 ☐ \$100 ☐ \$50 ☐ \$25 ☐ Other/Otra \$ _____

Name/Nombre _____
Address/Dirección _____
City/Ciudad _____ **State/Estado** _____ **Zip code/Código postal** _____
(Archdiocese/Arquidiócesis) _____

Parish envelope no./Sobre parroquial no. _____
Email address*/Dirección electrónica* _____
*For e-newsletters/para boletines electrónicos

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Collection Envelopes

These bilingual envelopes can be placed in the pews or gathering space on the weekend of the collection for parishioners who either forgot their offertory envelopes or are not registered members of the parish. Donations made in collection envelopes are returned to the parish.



Retirement Fund for Religious
Fondo para la Jubilación de Religiosos

Please give to those who have given a lifetime. | Done a los que donaron su vida.

As RFR coordinator, you may request copies of any of the printed items shown on pages 2-4.

Campaign Materials for (Arch)diocesan Coordinators

As coordinator, you may request copies of the materials available for parishes as well as the items shown below. These resources are provided at no charge but are only sent upon request.

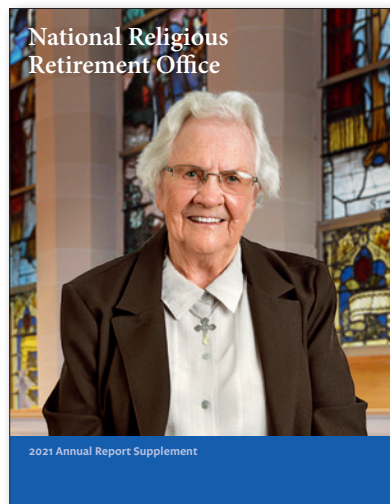
Annual Report

The National Religious Retirement Office (NRRO) annual report provides a financial summary and an overview of how the RFR supports elder religious and their communities.



Annual Report Supplement

The NRRO annual report supplement contains a state-by-state listing of all the religious communities in the United States that received financial assistance from the proceeds of the RFR collection. Also included is a list of (arch)diocesan coordinators.



RFR Thank-You Cards

Thank-you cards are 3.5 x 7.25 inches, feature a version of the current campaign image on the front, and are blank inside. Matching blank envelopes accompany the cards.



National Religious Retirement Office

Sponsor of the Retirement Fund for Religious

Campaign Assistance

RFR Campaign Director

Ms. Robin Cabral
robincabral@retiredreligious.org
Phone (508) 685-8899

Please contact Robin with questions about requesting campaign materials or promoting the RFR collection.

Websites

To request shipments of RFR campaign materials, visit:
nationalcollections.org

To download RFR campaign and promotional materials, visit:
retiredreligious.org

3211 Fourth Street NE
Washington DC 20017-1194

Phone (202) 541-3215
Fax (202) 541-3053

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