

July 2020

Guidelines to Making a Voluntary Financial Contribution to the Parish

The parish's need for support

Parish communities rely on the commitment and support (financial and otherwise) of local people who identify as parishioners, friends or visitors.

People freely make voluntary financial contributions (one-off or periodic) to the parish for many reasons: whether as part of the parish's Planned Giving Program; or as a donation towards a special parish project or initiative; to assist the parish in meeting costs in the preparation and celebration of sacraments; or an unspecified donation to the parish.

Sometimes people ask how much a parish community charges for a Baptism, Funeral, Marriage. While there are no specified charges or fees, and no payment for services, there are certainly expenses the parish incurs to provide a range support and services to others. It is towards these that the parish gratefully welcomes and receives a contribution.

Waiving a contribution

- For pastoral reasons, a parish can waive a contribution at any time.
- If a person already contributes to the parish's Planned Giving Program, no further contribution is sought for any other service.

Making a contribution

- A number of options are provided through which contributions can be made; envelopes (cash), direct-crediting or direct-debiting (the details for which can be found at the end of this document). Receipts (on request) are provided for all contributions.
- Contributions to the parish are accounted for in the annual Parish Budget.

To whom is a contribution made?

It is the long-established practice of the Diocese of Cairns that contributions are made to the parish, not to the priest, deacon or any other parish officer; unless a specific arrangement has been negotiated to meet any out-of-pocket expenses or costs beyond the ordinary administration of the specific support or service.

What is a standard contribution?

The Edmonton Catholic Parish adopts the agreed policy of the Diocese of Cairns for what could be considered a minimum financial contribution towards supporting parish activities.

PLEASE NOTE

No two services are the same; each requires a different effort because of the circumstances, the people involved, and their needs. Therefore, please contact the Parish Office to discuss the context before settling on an amount you feel able to contribute.

The following are typical suggestions:

SERVICE	Usually Include	Usual Minimum Contribution
Baptisms <i>(babies/infants)</i>	Preparation session (as required), essential paperwork and/or expenses associated with the celebration itself.	\$60.00
RCICCA <i>(Rite of Christian initiation of Children of Catechetical Age)</i> which includes: Baptism, Confirmation, Eucharist	Lengthy preparation involving materials, activities and commitment of personnel ... which varies depending on the number and needs of the candidates. The parish seeks only to recoup some of the incurred expenses, as negotiated with families, and/or associated with the celebration itself, as well as any ancillary costs agreed to with the families.	Varies, depending on number of candidates.
Confirmation, Eucharist, and Penance/Reconciliation <i>(children already baptised and now of catechetical age)</i>	Preparation sessions involving materials, activities and commitment of personnel ... the expenses of which vary depending on the number and needs of the candidates. The parish seeks only to recoup some of the incurred expenses, as negotiated with families, and/or associated with the celebration itself, as well as any ancillary costs agreed to with the families.	Varies, depending on number of candidates.
RCIA <i>(Rite of Christian initiation of Adults)</i> which includes: Baptism, Confirmation, Eucharist	Lengthy preparation involving materials, activities and commitment of personnel ... which varies depending on the number and needs of the candidates. The parish seeks only to recoup some of the incurred expenses, as negotiated with candidates, and/or associated with the celebration itself, as well as any ancillary costs agreed to with the candidates.	Varies, depending on number of candidates.
Weddings <i>(in a sacred place)</i>	Preparation of all relevant Church and Commonwealth papers and/or expenses associated with the celebration. Expenses may also account for any ancillary costs negotiated with couples (e.g., musicians, flowers/décor etc).	\$300.00
	<u>Marriage preparation</u> course costs are <u>additional</u> and vary depending on the provider.	Dependant on local provider.
	The production of <u>service booklets</u> is usually an additional cost depending on who produces them.	Dependant on arrangements.
Weddings <i>(approved for celebration outside a sacred place)</i>	Preparation and/or expenses associated with the celebration.	\$750.00
	<u>Marriage preparation</u> course costs are <u>additional</u> and vary depending on the provider.	Dependant on local provider.
	The production of <u>service booklets</u> is usually an additional cost depending on who produces them.	Dependant on arrangements.
Christian Funerals <i>(within or outside a Mass)</i> including:	Preparation of the Order of Service and/or expenses associated with the celebration. A contribution to a Funeral Mass also covers the ensuing Burial, as does a contribution to a Cremation Service cover the ensuing Interment/Placment of Ashes.	\$250.00

SERVICE	Usually Include	Usual Minimum Contribution
Cremations, Burials and/or the Interment/Placement of Ashes at a cemetery or in a Columbarium.	Parish expenses for musicians to be met by a separate contribution by the family, direct to the musicians.	\$100.00
	Some expenses (e.g., flowers/décor etc), may also need to be considered as negotiated with families.	Dependant on provider.
	The production of <u>service booklets</u> is usually an additional cost, depending on who produces them.	Dependant on arrangements.
	Funeral Home/Director, Cemetery and Columbarium costs are usually additional.	Dependant on provider.
Parish Columbarium	Once the parish Columbarium is constructed later in 2020, more information will be provided.	Details to be confirmed.
Parish Memorial Wall	Once the parish Memorial Wall is constructed later in 2020, more information will be provided.	Details to be confirmed.
Live streaming Service	Costs involved for live streaming (Funeral, Wedding or the like) will depend on the provider.	Dependant on provider.

ONE-OFF CONTRIBUTIONS

By Cash

Please use an envelope provided by the parish **OR** a blank envelope – including the name of the person making the contribution, the date and amount, its purpose and whether a receipt is required.

By Direct Credit

Bank: NAB
 BSB: 084 352
 Account Name: Edmonton Catholic Church
 Account Number: 000000373.
 Reference: The purpose of your contribution (*Baptism, Funeral, Marriage, Donation, Planned Giving* or specify other reason) + your *Family Name*.

PERIODIC CONTRIBUTIONS

Parish Planned Giving Program

If you are interested in contributing to the program to assist the ongoing life and activity of the parish, please contact the Parish Office.

By **Direct Credit**
 (as above)

By Direct Debit Authority

Contact the Parish Office. You will be provided with the relevant paperwork for your signature authorising the appropriate debit from your Banking institution to the parish account.

QUERIES

Contact the Parish Office during office hours (Monday to Friday 1 pm to 5 pm) on 07 4055 4315 or at edmonton.pariah@cairns.catholic.org.au