



ARCHDIOCESE
of DUBUQUE

Office of Mission Awareness

1229 Mt. Loretta • Dubuque, Iowa 52003
Phone (563) 556-2580 • Fax (563) 556-5464

January 25, 2021

Dear Missioners:

It is my privilege to inform you that your request to participate in the 2021 Mission Awareness Appeal in the Archdiocese of Dubuque has been approved. We hope you will accept our offer of inclusion and would appreciate your contacting our office by March 1 to let us know if you do indeed accept or if you regretfully decline.

With our hope that you do accept, you will find enclosed the parish/parishes assigned to you. Please contact the parish/parishes as soon as possible in order to secure a date for your appeal, mass times and number of envelopes needed. All appeals are to be completed by October 1, 2021. After you have talked with the pastor or parish life coordinator, please notify the Mission Office of the dates of your appeal(s) at each parish.

Before an appeal may be given, **all speakers (except priests) must have completed** the Catholic Mutual Group (CMG) Safe Environment Training and complete a background check, also done through CMG. (See enclosures: Note for CMG Training, CMGConnect Flyer, and Authorization for Release of Child and Dependent Adult Abuse Information form.) **All priests** must comply with the enclosed "Protocol for Clerics".

We expect persons assigning missionaries to the Archdiocese of Dubuque to use prudent judgment in sending missioners from the nearest mission office possible. It is not efficient to use parishioner donations for extensive travel expenses. Locations of airports in the Archdiocese of Dubuque include Dubuque, Cedar Rapids, and Waterloo. Please be mindful to send a missioner who will be easily understood by a parish congregation. Also, some parishes need a Spanish-speaking person to do an appeal. Please make that option available if it is possible and the pastor requests it.

During the appeal, please provide envelopes for parishioners to make their donations and ask parishioners to give the envelopes to the parish. **Checks should be written to the parish, not your congregation.** Once the parish has collected all envelopes, they will send the funds collected to the Archdiocese of Dubuque Mission Office. The Mission Office will issue one check to your congregation.

Please email Barb Gleason at dbqcadminsec@dbqarch.org or by phone at 563-556-2580, ext. 232 with your acceptance and/or any questions.

Thank you for your willingness to share your story with the people of the Archdiocese of Dubuque. We wish you much success in your appeal.

Sincerely,

Rev. Msgr. Thomas Toale
Vicar General

Enclosures