

NOTICE

TO: Pastors, Administrators and Parish Staff

March 12, 2012

Re: Policy No. 26

After consulting the Council of Priests at the meeting of March 6, 2012, Archbishop Prendergast has approved the following changes to Policy No. 26 (The full text of Policy No. 26 is attached):

1. A restatement that Mass offerings are to be accounted for separately in a special book or register and distinct from regular parish funds.
2. The announced (communal) Mass offering remains set at \$15.00 and is retained in its entirety by the celebrant. The unannounced (without community participation) Mass offering is raised to \$10.00 and is retained in its entirety by the celebrant.
3. A restatement that a priest may retain only one Mass offering per day, except on Christmas day (up to three Mass offerings). If a priest celebrates or concelebrates a second or third Mass on the same day, the excess offerings are to be divided equally between the parish and the Priests' Compensation Fund (Saint Joseph Ecclesiastical Society of Ottawa). If a priest celebrates a wedding or a funeral in addition to a Mass that same day, the priest may retain the customary \$5 stipend in addition to the regular Mass offering (see Policy No. 38).
4. In order to comply with universal norms, only two Masses with "multiple intentions" may be celebrated in a parish per week. These Masses should be scheduled well in advance and notice given to the parishioners. Any number of intentions, within reason, may be included in each of these two Masses with a "collective" or "multiple" intention. The priest may accept only one Mass offering (\$15.00) and the remainder is to be divided equally between the parish and the Diocesan Administration Fund (R.C.E.C.O.).
5. A restatement that every pastor (and administrator) is obligated to offer a *missa pro populo* every Sunday and Holy Day of Obligation (Christmas and Mary, Mother of God). If a pastor has care of several parishes, he may offer this Mass once for all those given to his care. No other intention may be joined to this Mass and no offering may be received for this Mass.

6. The changes will come into effect on **January 1st, 2013**. At that time, the updated forms to be used for sending excess offerings to the accounting office will be made available.
7. Effective immediately, please schedule only two Masses with multiple intentions per week after the date of January 1st, 2013. However, any Masses with multiple intentions for which the offerings have already been received may be celebrated even if the date falls after January 1st, 2013.

The Chancery