



CHARITY  
AND DEVELOPMENT  
APPEAL

THE LORD  
**heals**  
THE BROKENHEARTED





## **Prayer for the Charity and Development Appeal**

Generous and loving God, You call us to be disciples of your son Jesus, and good stewards of all your many gifts. Open our minds and hearts to a greater awareness and deeper appreciation of your countless blessings.

Transform us through the power of your Spirit to nurture a stewardship way of life marked by faith-filled prayer, service to our neighbor and generous sharing.

Teach us to be faithful servants of your gifts.

With Mary's help, may we return ten-fold the gifts entrusted to us.

Amen

# Awards – Years of Service



# The Spirit of Stewardship

## Debbie DiCarlo

*Executive Director – Office of Mission Advancement*

- Little Book of Stewardship – a gift for you!!!



# CDA 2023 Results and Allocations



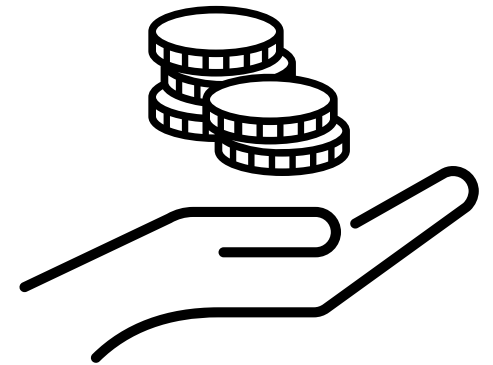
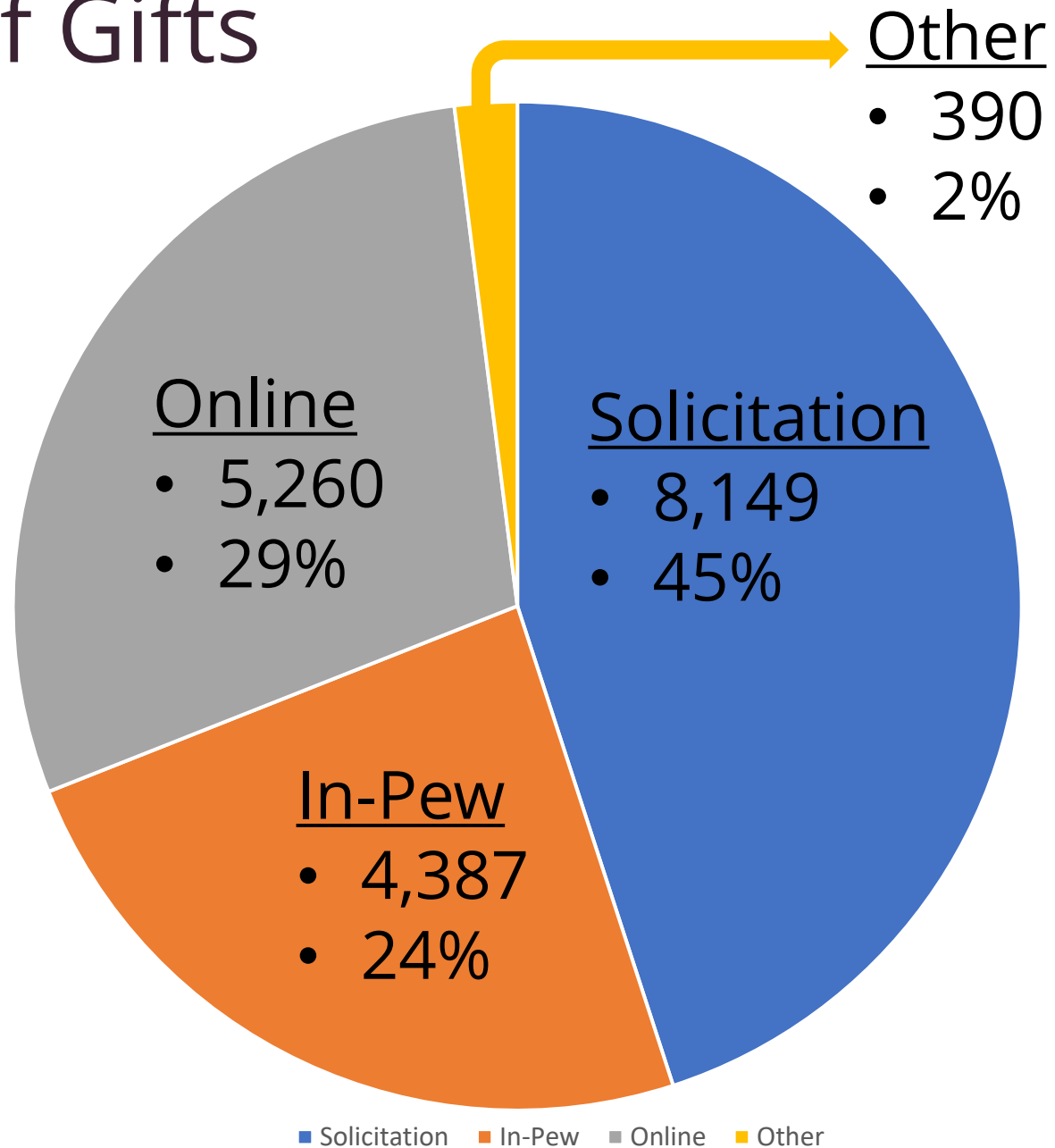
# CDA Results, 5-year History

Year	Donor Count	Dollars Raised	Parishes at Goal
CDA19	25,086	\$8.942 MM	61
CDA20	21,650	\$8.942 MM	41
CDA21	17,828	\$9.950 MM	53
CDA22	18,911	\$10.426 MM	62
CDA23	18,186	\$10.026 MM	59

***Goal has remained \$8.8 MM since 2017 –  
we anticipate goal changes for FY25***

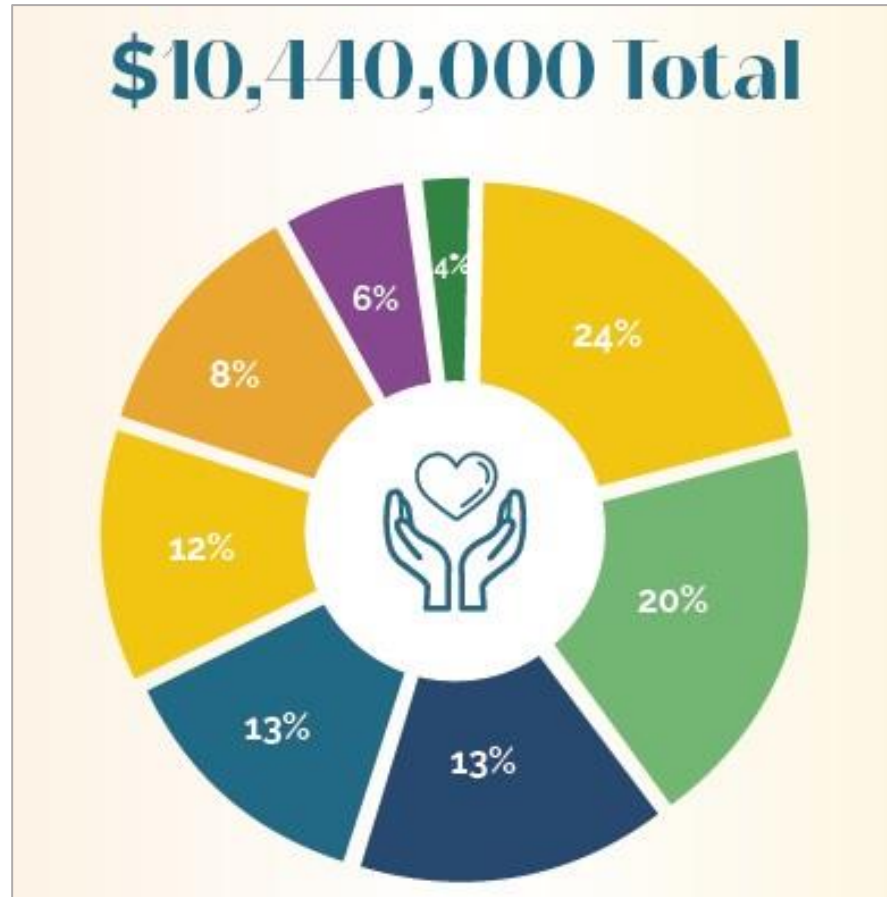


# Source of Gifts





# 2023 CDA Grants = \$10.4 MM!!



**2023**

**CDA GRANTS AND ALLOCATIONS**

✦ Evangelization, Catechesis, Engagement	<b>\$2,473,000</b>
✦ Charitable Organizations	<b>\$2,083,000</b>
✦ Parishes & Missions	<b>\$1,379,000</b>
✦ Clergy, Seminarians & Religious	<b>\$1,347,000</b>
✦ Catholic Schools	<b>\$1,200,000</b>
✦ Other Services and Support	<b>\$856,000</b>
✦ Appeal Costs	<b>\$649,000</b>
✦ Sacred Liturgy	<b>\$453,000</b>

**\$10,440,000 Total**





## **How does the CDA support parishes?**

- Mission Advancement Engagement Managers!
- Mission Advancement Christ in Our Neighborhood staff!
- Grants to parishes (24 + Missions)
- Grants to schools (13)
- Marriage Prep, Office of Family Life/Spirituality, NFP
  - Do you partner with other diocesan ministries?
- Seminarian Formation
- Diaconate Formation
- Communications Office – New Digital Toolkit (digital resources) - Catholic Sun - Videos
- Kino Institute (Catechetical training)

# CDA Support in Northern AZ?

- Priestly Education & Formation
- Diaconate Education and Formation
- Parishes & Missions (salaries & expenses)
- Holy Trinity Newman Center in Flagstaff
- Restore Dignity, Verde Valley
- Rachel's Vineyard Retreats, Cottonwood & Prescott Valley
- Life Connections Pregnancy Center, Prescott Valley
- Hope Crisis Pregnancy Center, Flagstaff
- Advice & Aid Pregnancy Center, Kingman
- Catholic Charities
  - Offices in Prescott, Cottonwood, Flagstaff & Bullhead City serves all of N. AZ.
  - Housing & Shelter for homeless including Veterans
  - Homeless Outreach
  - Youth Programs
  - Foster Care Programs
  - Counseling – financial literacy, substance abuse, immigration issues, pregnancy, parenting, adoption, in-home family support, veteran services



# 2024 CDA Promotion Overview



CHARITY  
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APPEAL

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THE BROKENHEARTED



# CDA 2023 Timeline & Keys to Success

January

- Materials Jan 8-12, test CDA video

January 27 - 28

- Announcement Weekend

February 3 - 4

- Kickoff Weekend

February 10 - 11

- Lay Witness Talk Weekend

February 17 - 18

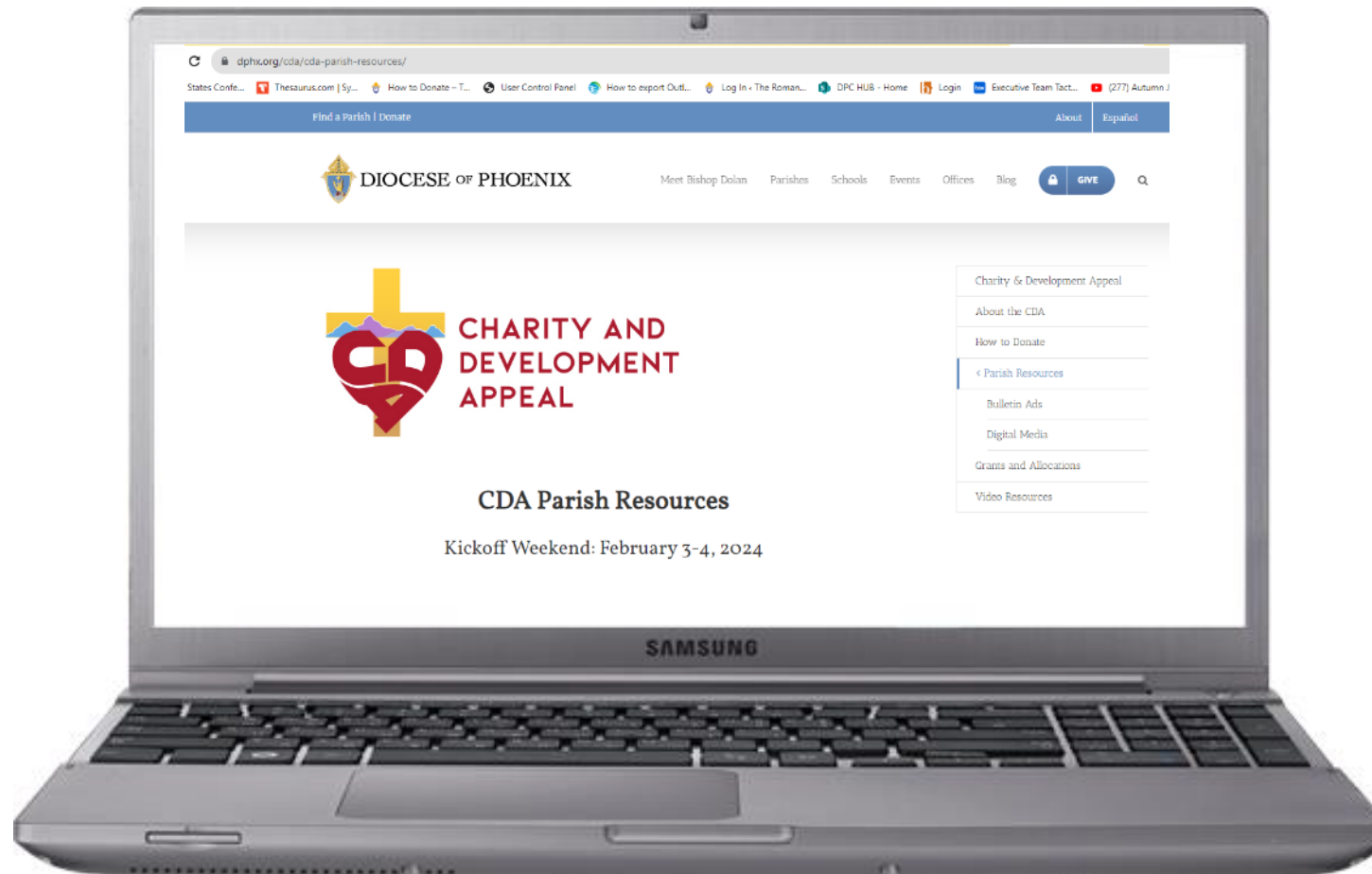
- Continue bulletin ads, share results, continue envelope collection

February - March

- Continue bulletin ads and update results



# Online materials



Access your  
Parish Resources  
online at  
<https://dphx.org/cda/cda-parish-resources/>



# CDA Parish Guide



**Manual CDA 2023  
para Parroquias**



**2024 CDA Manual  
For Parishes**

Comprehensive guide with  
EVERYTHING you need to  
implement CDA.

[English](#) and [Spanish](#)  
available on our website  
under [Parish Resources](#)  
[dphx.org/CDA](https://dphx.org/CDA)





# Themed Materials



Poster

THE LORD **heals** THE BROKENHEARTED

The Lord came into the world for you and me – to draw us to Himself, to set us free, and to heal our broken hearts. When we experience Christ's life-changing healing, we can't help but go forth and share His love with others. Through the **Charity and Development Appeal (CDA)** you foster countless opportunities for our hurting brothers and sisters throughout the Diocese of Phoenix to encounter the healing love of Christ.

**MAKE YOUR GIFT TO THE CDA TODAY!**  
give.dphx.org • Call 602-354-2235

**2023 CDA GRANTS AND ALLOCATIONS**

Evangelization, Catechesis, Engagement	\$2,473,000
Charitable Organizations	\$2,083,000
Parishes & Missions	\$1,379,000
Clergy, Seminarians & Religious	\$1,347,000
Catholic Schools	\$1,200,000
Other Services and Support	\$856,000
Appeal Costs	\$649,000
Sacred Liturgy	\$453,000
<b>Total</b>	<b>\$10,440,000</b>

Give online **give.dphx.org**

**1. YES, I WANT TO SUPPORT THE CHARITY & DEVELOPMENT APPEAL!**

My **TOTAL Gift** is:

☐ \$XXX ☐ \$XXX ☐ \$XXX ☐ \$XXX ☐ \$\_\_\_\_\_

☐ One-Time Gift / Regalo individual ☐ 10 payments / pagos

☐ Send Payment Reminders / Enviar recordatorios

503 0015 0016620 0000000 4

**2. PAYMENT DETAILS**

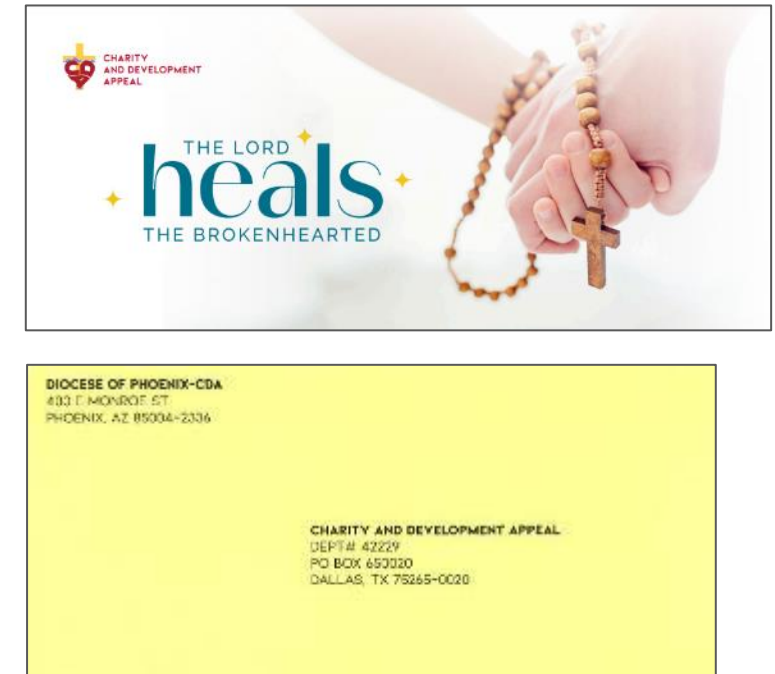
Make checks payable to **CDA**  
Hacer cheques a nombre de **CDA**

Payment enclosed / Pago cerrado \$\_\_\_\_\_

Balance remaining / Saldo adeudado \$\_\_\_\_\_

Call **602-354-2235**

CDA Commitment Sheet



CDA Parish Envelope  
AND  
Reply Envelope



# In-Pew QR Code Card



Front



Back

Bi-lingual In-Pew Laminated Cards with QR code for quick and simple scanning to make a gift online.



# New Video



1 Main Video: *YouTube and Vimeo*

**English**

*Vimeo:*

<https://vimeo.com/899250122/a238c11b75?share=copy>

*YouTube:*

<https://youtu.be/nfs7wtPc7dk>

**Spanish**

*Vimeo:*

<https://vimeo.com/899250891/e9d9c3edce?share=copy>

*YouTube:*

<https://youtu.be/ufxL3N2--yc>

<https://dphx.org/cda/video-resources/>



# Bulletin materials

Feb 3-4

## WAYS TO MAKE YOUR GIFT



Your gift to the Charity & Development Appeal serves 70+ Catholic ministries and charities in our Diocese. Make your gift today!

1. Online at [give.dphx.org](http://give.dphx.org)
2. Complete a CDA card from your parish and return to parish or mail in yellow reply envelope.
3. Call 602-354-2235 for assistance in English or Spanish.

Thank you for your generosity!



MAKE AN IMPACT TODAY!  
[GIVE.DPHX.ORG](http://GIVE.DPHX.ORG)



## Prayer for the Charity and Development Appeal

Generous and loving God, You call us to be disciples of your son Jesus, and good stewards of all your many gifts. Open our minds and hearts to a greater awareness and deeper appreciation of your countless blessings.

Transform us through the power of your Spirit to nurture a stewardship way of life marked by faith-filled prayer, service to our neighbor and generous sharing.

Teach us to be faithful servants of your gifts.

With Mary's help, may we return ten-fold the gifts entrusted to us.

Amen

THE LORD  
**heals**  
THE BROKENHEARTED

"He heals the brokenhearted and binds up their wounds. He tells the number of the stars; He calls each by name."  
- Psalm 147:3-4



Rebecca has helped hundreds of children find loving homes through the CDA-supported Catholic Charities' Foster Care program. It was her role in this program that inspired Rebecca and her husband, Jason, to foster 21 children and adopt their youngest daughter.



Fr. Shea is a joyful priest whose seminarian journey was funded by the CDA. As pastor of St. Daniel the Prophet Parish, he finds great fulfillment in being an instrument in the Sacraments - a meeting place where Jesus, lends to the suffering and broken hearts of all who approach His mercy.



Through the Charity and Development Appeal you provide countless opportunities for our brothers and sisters in Christ to encounter our Lord, who heals the brokenhearted. Thank you for your generosity, and thank you for the gift you are to the Diocese of Phoenix! God bless you.

John P. Dolan  
Bishop of Phoenix

The Lord truly heals the brokenhearted, and you are part of that right here in our local church! Through your gift to the CDA, you support countless seminarians, priests, deacons, the elderly and vulnerable, those without a home or a meal, pregnant mothers, Catholic school students and college students, parishes, missions and so many more. Thank you!

Make your gift to the CDA today!



1. Online at [give.dphx.org](http://give.dphx.org)
2. Call Donor Services at 602-354-2235
3. Leave your gift in an envelope marked CDA with your parish office



THE LORD  
**heals**  
THE BROKENHEARTED



DO NOT LET YOUR heart  
BE TROUBLED. DO NOT BE AFRAID.  
- JOHN 14:27

FOR MORE INFO: [DPHX.ORG/CDA](http://DPHX.ORG/CDA)



YOUR GIFT HEALS AND HELPS SO MANY - THANK YOU!

400  
ADULTS WITH  
DISABILITIES  
attend PSL's day  
health centers

399  
CHILDREN  
cared for through  
167 Catholic  
Charities foster care  
families

50  
COMMUNION  
SERVICES  
per week in 21 jails  
and prisons

6,224  
MOMS AND DADS  
attended parenting  
classes

1,734  
HOMELESS  
sheltered  
through Catholic  
Charities

45  
SEMINARIANS  
in priestly formation

120,000  
MEALS SERVED  
at Andre House

6,609  
WOMEN  
counseled at  
6 pregnancy centers

5,623  
BAPTISMS

3,730  
CONFIRMATIONS

# Intercessions, Articles & Announcements



THE LORD  
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## 2024 CDA Manual For Parishes

1

### Week 1: Kickoff Weekend, February 3-4, 2024

- 1) In-Pew Envelopes and Pens should be placed in pew and replenished prior to all Masses.
- 2) Place laminated QR Code Cards in pew for quick online giving
- 3) Mass: Show the video, Pastor testimony or homily, Intercessions
  - Pastor's endorsement of CDA is critical: Incorporate CDA into the homily.
  - English Video: <https://vimeo.com/891509395/c52362e0a9?share=copy>
  - Spanish Video: <https://vimeo.com/891521765/19f60e0cfa?share=copy>
- 4) Conduct true in-pew - Co-Chair(s) or volunteer
  - a. Walk parishioners through **Ways to Give** slides
  - b. Pull out cellphones and demonstrate QR Code Cards to give quickly online
- 5) Bulletin: Publish Impact Insert, Bulletin Article below, or Bulletin Ads found online@
  - <https://dphx.org/cda/cda-parish-resources/bulletin-ads/>
  - <https://dphx.org/cda/cda-parish-resources/cda-video-cda-weekly-email-or-flocknote-and-social-media-posts-available-online-https://dphx.org/cda/cda-parish-resources/>

#### Bulletin Article

Praise the Lord, who heals the brokenhearted. -Psalm 147

The Lord came into the world to draw us to Himself and to heal our broken hearts. When we experience Christ's life-changing healing, we can't help but go forth and share His love with others! Through the **Charity and Development Appeal (CDA)**, you directly support our brothers and sisters in need through more than 70 ministries and charities in the Diocese of Phoenix. Share Christ's love with your gift today! [give.dphx.org](https://give.dphx.org)

#### Intercessions

For the success of our Charity & Development Appeal, that the people of our parish will see the Appeal as an opportunity to bring hope and healing to those beyond our walls in the local community. We pray to the Lord...

#### Bulletin & Digital Media Materials



CDA Envelopes



Bulletin Ad



Bulletin Ad



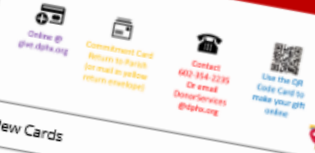
Digital Media

11

### How to Conduct In-Pew Process on Kickoff Weekend February 3-4, 2024

- 1) Show the CDA Video
  - English Video: <https://vimeo.com/891509395/c52362e0a9?share=copy>
  - Spanish Video: <https://vimeo.com/891521765/19f60e0cfa?share=copy>
- 2) Pastor gives homily incorporating CDA message.
- 3) CDA Co-Chair(s) or Volunteer can lead the directions to make a CDA gift
  - a. Walk through the **Ways to Give** slides
  - b. Show people the **CDA Envelopes** placed in their pews
  - c. Have people pull out cellphones and use **In-Pew QR Code Card** to give online

#### 4 ways to give to the CDA



1. Walk people through each option with the powerpoint slides.
2. Encourage people to pull out their cell phone that day to give online using QR Code.
3. Show a CDA sheet and yellow envelope inside parish CDA envelope. Mail or return to parish.

#### In-Pew Cards

Give online [give.dphx.org](https://give.dphx.org)

My TOTAL GIFT is:  
\$500 \$1000 \$2000 \$5000 \$10000

Call 602-354-2235

State church member to CDA  
Please check a number 1-5 CDA

Amount enclosed  
Payment method  
Page number

883 8835 0000000 0000000 0

My Parish:

My Phone:

Give online [give.dphx.org](https://give.dphx.org)

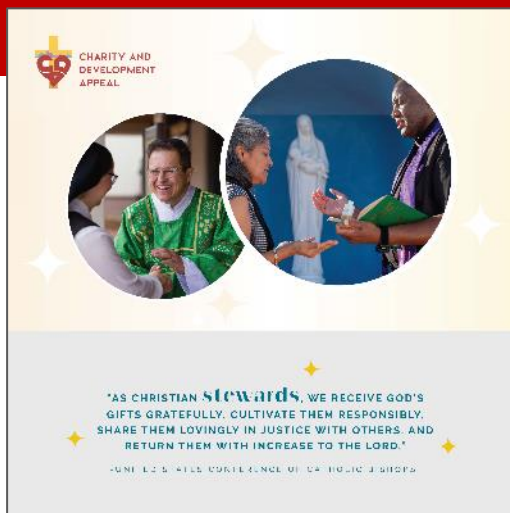
QR Code Card (in-pew)



12



# NEW Digital Media Posts



Several posts to use on your parish Facebook page or emails – all in English & Spanish





# NEW Parish & School Toolbox

**CATHOLIC**  
SOCIAL MEDIA

PLANNER

CALENDAR

ANALYTICS

RESOURCES

ACCOUNTS

Lisa Wentz: Diocese Owner

?

▼

Distributed Posts (last 30 days)

57

Total Content Posted (Last 30 days)

484

Planned Posts (next 30 days)

18

Create

Recently Distributed (28) ▼

December 14 - December 31

Week (26)

Month (1)

Season (0)

Forever (1)

Filter (0) ▼

THU  
14  
DEC

DIocese

"CONTEMPLATION IS NOTHING ELSE BUT A SECRET, PEACEFUL, AND LOVING INFUSION OF GOD, WHICH, IF ADMITTED, WILL SET THE SOUL ON FIRE WITH THE SPIRIT OF LOVE."  
*St. John of the Cross*

What does contemplation mean to you? Let us know in the comments.

THU  
14  
DEC

DIocese

"MY SOUL glorifies THE LORD AND MY spirit REJOICES IN GOD MY savior. FOR HE HAS BEEN MINDFUL OF THE humble STATE OF HIS SERVANT. From now on ALL GENERATIONS WILL CALL ME blessed. FOR THE MIGHTY ONE HAS DONE great things FOR ME- HOLY IS his name." LUKE 1: 47-49

What great things has the Lord done for you and what have you done to glorify Him?

FRI  
15  
DEC

DIocese

"MAY THE GOD OF HOPE FILL YOU WITH ALL JOY AND PEACE IN YOUR FAITH, SO THAT IN THE POWER OF THE HOLY SPIRIT YOU MAY BE RICH IN HOPE"

A beautiful prayer for this Advent season!

SAT  
16  
DEC

DIocese

"WITH THE ANGELS ADORING HIM AND GONE INTO HEAVEN, THE SHEPHERDS SAID TO ONE ANOTHER, 'LET'S GO TO BETHLEHEM AND SEE THIS THING THAT HAS HAPPENED, WHICH THE LORD HAS TOLD US ABOUT.' LUKE 2:14-15

What might God be asking you to leave behind in order to seek after Him?

# NEW Parish & School Toolbox

**CATHOLIC**  
SOCIAL MEDIA

PLANNERCALENDARANALYTICS**RESOURCES**ACCOUNTS

Lisa Wentz: Diocese Owner?

?

▼

## Resources

← Back to Resources

Resources > **Charity and Development Appeal 2024**

**Bulletin Ads/Resources ENG**

- CDA24 Bulletin Ads ENG MakeAGift
- CDA24 Bulletin Ads ENG FosterCC
- CDA24 Bulletin Ads ENG 1stWay
- CDA24 Bulletin Ads ENG Sacraments
- CDA24 Bulletin Ads ENG PrisonMin
- 213667\_08 CDA24 Impact Insert\_low-res\_ENG\_FINAL
- 213667\_08 CDA24 Impact Insert\_low-res\_ENG\_BW\_FINAL

**Recursos del boletín en español**

**Social Media ENG**

**Bulletin Ads/Resources ENG**

Bulletin Ads - Feb/Mar 2024 CDA

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**CDA24 Bulletin Ads ENG MakeAGift** **Download**

**WAYS TO MAKE YOUR GIFT**

THE LORD  
**heals**

# NEW Parish & School Toolbox

Wave 3 Training Webinar: **January 25 – 11:30 am**

Duration: 60 minutes

<https://catholicsocialmedia.prengersolutions.com/phoenixwave3>

Diocesan Bi-lingual Communications Contact:

Dulce Aguirre, [daguirre@dphx.org](mailto:daguirre@dphx.org)

602-354-2140

# Pastor Message Templates

## Sunday February 3-4 – CDA Kickoff Weekend – Week 1

Today's Gospel theme is the opposite of "hesitation": The disciples did not hesitate to ask the Healer for help. Jesus did not hesitate to respond. And even Simon's mother-in-law, after returning from fever, rises to *serve* him immediately.

If Jesus were to walk in the door of our parish right now, he would be on a mission to love someone. If he were to enter your home, as he entered Simon's, he would be on a mission to love you.

Our parish is on Jesus' same mission of love, and we need your help to spread the love Christ entrusted to us. Love acts! When Jesus showed Simon's mother-in-law love, her heart wished to respond with more love. She chose to serve herself. Today, evaluate your ability to give, listen to the prompting of love, and then, do not hesitate... act by giving to our diocesan Charity and Development Appeal!

**4 Pastor Message templates for use in bulletin or email beginning the weekend before kickoff – Jan 27-28**



# CDA Marketing

Continued Email Marketing – Frequent messages to all donors (CDA, Together, TV Mass, Seminarians, Catholic Schools - about 30k names)

Stories running in Catholic Sun e-newsletter and in the new Together magazine

Diocesan Facebook Posts & Ads – CDA Family Champion videos Jan, Charity Champion videos posts running heavily in February

3 Total Mailings – November, February, March Pastor mailing



# Pastor Mailing March 13

CDA mailing from Pastor to Parishioners (Pastor Opt-In) –  
**NO LETTER MODIFICATIONS THIS YEAR**

- Includes Pastor Signature
- Mailing handled by Office of Mission Advancement Office
- Alt. Letter from Debbie DiCarlo
- This is the 3<sup>rd</sup> and final CDA mailing to donors we have on record from your parish whom have not yet made a CDA gift (not your entire parish)
- Typically generates excellent response rate if from Pastor







# Prayer Intentions

Every Thank You letter for any gift will include a slip to submit prayer intentions either online at [dphx.org/prayers](http://dphx.org/prayers) OR they may be mailed to us.



## Run a great commitment weekend Feb 3-4:

1. Place CDA envelopes and QR Code Cards IN PEWS
  2. Play video before or during Mass
  3. Priest speaks from the heart about the appeal – tie into the homily or pulpit talk
  4. Invite people to scan QR Code Card from pew and make a gift online
  5. Volunteer or Pastor shows CDA commitment card from pew and how to complete
- Recruit volunteers to refill pledge cards & pens between Masses
  - Encourage 100% participation
  - Use CDA digital media to promote throughout February
  - Remember to THANK PEOPLE throughout the month for their gifts!



# CDA Message from Pastor

## Talking about the Charity and Development Appeal as a Priest

Fr. Matt Lowry

Pastor – Holy Trinity Newman Center, Flagstaff  
Episcopal Vicar of the North



PASTOR PRIZE!

\$100



# Why Give to CDA? presentation

Kickoff weekend or Wk 2  
(after Pastor homily with inspiring CDA message)

Use a volunteer/CDA Co-Chairs to present

**Why Give?** presentation

available at

<https://dphx.org/cda/cda-parish-resources/>





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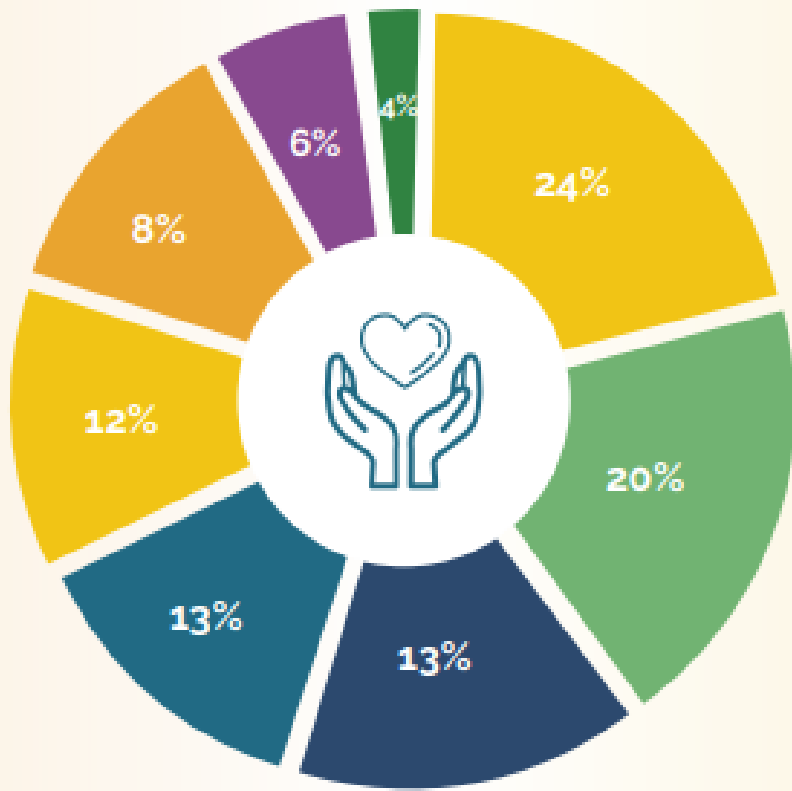




***CDA funding helps seminarians and priests, programs and ministries for elderly, Catholic Newman Centers, diaconate formation, Catholic schools and faith formation, different agencies for pregnant women, and homeless outreach. The Charity & Development Appeal funds 70+ Catholic ministries helping PEOPLE!!***



# The CDA funds important things that no parish could support on its own



## 2023 CDA GRANTS AND ALLOCATIONS

✦ Evangelization, Catechesis, Engagement	\$2,473,000
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✦ Other Services and Support	\$856,000
✦ Appeal Costs	\$649,000
✦ Sacred Liturgy	\$453,000

**\$10,440,000 Total**

**\$10 MM+  
in 2023  
CDA grants!**



and the CDA needs:



You  
←



# 4 ways to give to the CDA



**Online @**  
[give.dphx.org](https://give.dphx.org)



**Commitment Card**

Return to Parish  
(or mail in yellow  
return envelope)



**Contact**

602-354-2235  
or email

[DonorServices@dphx.org](mailto:DonorServices@dphx.org)

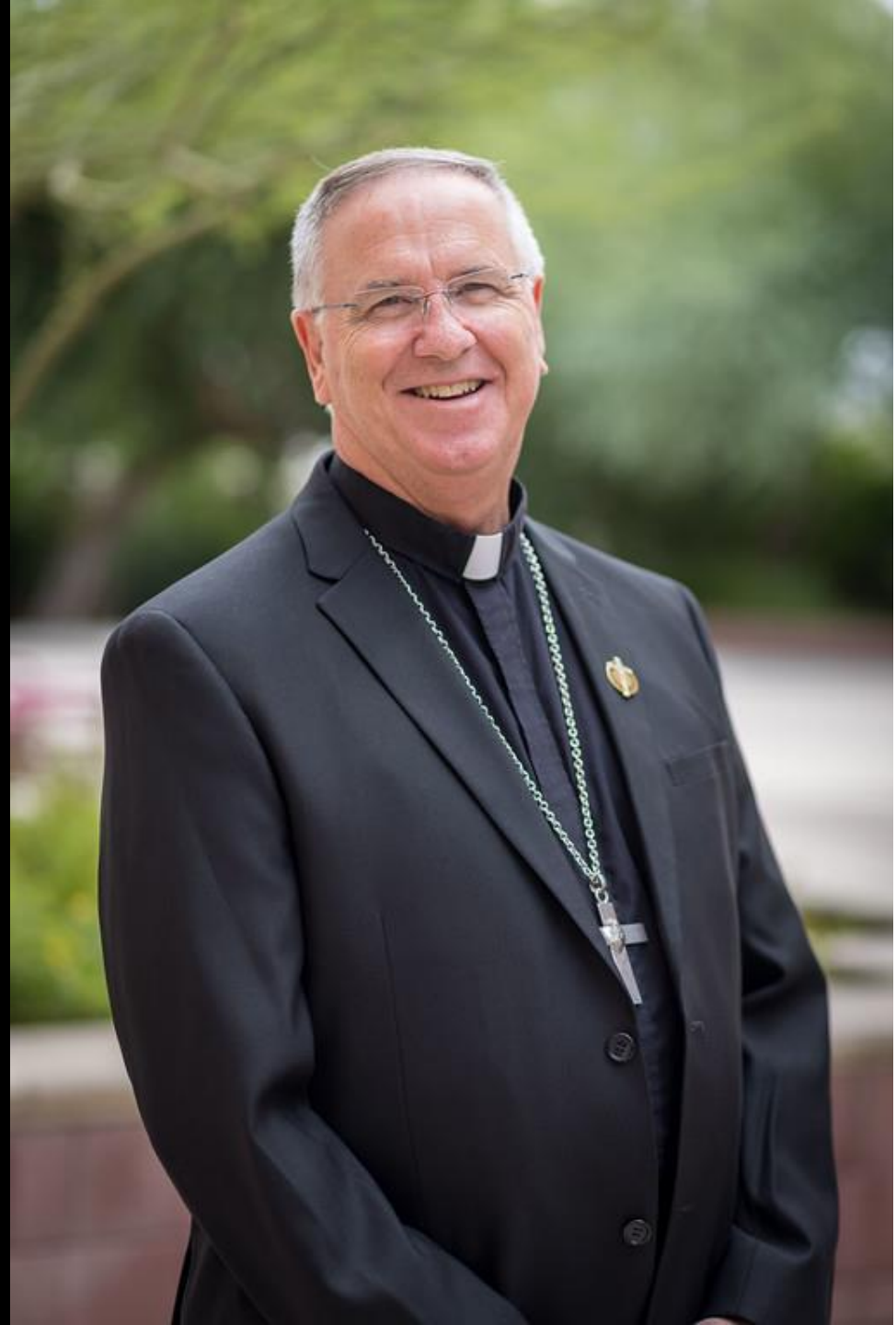


**Use the QR Code**  
Card to make  
your gift online





Thank  
You!  
//



# Lay Witness talking points

Book a Lay Witness Speaker for one week after kickoff – Feb 10-11

Lay speakers give witness to their faith and encourage others to do the same



# Gift Processing





# Gift Processing

**Use the Parish / Mission Commitment Card Processing Guide located on the CDA Parish Resources page**

<https://dphx.org/cda/cda-parish-resources/>

**Also have on hand:**

Blue or Black ink pens

Bins to sort cards

Rubber bands

Parish Commitment Cards (blank)

Large Mailing Envelopes

Paper Clips



# Commitment Card Processing




Sort commitment cards into the following groups:

- Cards ***with*** checks
- Cards ***with*** cash
- Cards ***without*** checks or cash
- Checks ***without*** a card
- Cash ***without*** a card



# Commitment Cards *with* Checks

- Review the cards to verify they have been completed correctly
- In Section 1, ensure the appropriate box is checked
- In Section 2, ensure the check amount is entered on the card in the space provided after “Payment Enclosed \$\_\_\_\_\_”

 Give online <b>give.dphx.org</b>	 CHARITY AND DEVELOPMENT APPEAL	Call <b>602-354-2235</b> 
<b>1. YES, I WANT TO SUPPORT THE CHARITY &amp; DEVELOPMENT APPEAL!</b>		
My <i>TOTAL Gift</i> is:		
<input type="checkbox"/> \$50 <input type="checkbox"/> \$100 <input type="checkbox"/> \$250 <input type="checkbox"/> \$500 <input type="checkbox"/> \$_____		
<input type="checkbox"/> One-Time Gift / Regalo individual <input type="checkbox"/> 10 payments / pagos		
<input type="checkbox"/> Send Payment Reminders / Enviar recordatorios		
503 0015 0018620 0000000 4		
<b>2. PAYMENT DETAILS</b>		
Make checks payable to <b>CDA</b> <i>Hacer cheques a nombre de CDA</i>		
Payment enclosed / Pago cerrado      \$_____		
Balance remaining / Saldo adeudado      \$_____		

# Commitment Cards *with* Checks, cont'd

- If Section 3, “Donor Information” is blank, fill in Name, Address and Phone Number from the check
- Write in the Diocesan ID in the ***For Parish Use Only*** boxes.  
(*Diocesan IDs are located on the CDA Dashboard. Leave blank for unidentified donors*)

**3. DONOR INFORMATION**

Name/Nombre \_\_\_\_\_

Address/Domicilio \_\_\_\_\_

City/Ciudad \_\_\_\_\_ State/Estado \_\_\_\_\_ Zip/Código Postal \_\_\_\_\_

Phone Number/Teléfono \_\_\_\_\_ Email/Correo electrónico \_\_\_\_\_

**For Parish Use Only**

My Parish: <Parish Name>, <City>

Give online  
[give.dphx.org](https://give.dphx.org)

Questions/¿Preguntas? Call 602-354-2235, or email [DonorServices@dphx.org](mailto:DonorServices@dphx.org)




# Commitment Cards *with* Checks, cont'd

- Run 2 tapes to balance the checks received with the cards submitted
  - ✓ One tape on the dollar amounts from the commitment cards
  - ✓ One tape on the checks received
  - ✓ Keep the checks with their corresponding cards
- Prepare them for mailing by bundling, no more than 50 cards in a bundle, and rubber band or clip them together

# Commitment Cards *with* Cash

**IMPORTANT:** Cash should **NEVER** be sent by mail!

- Review cards to verify they have been completed correctly
- In Section 1, ensure the appropriate box is checked
- In Section 2, ensure the cash amount is entered on the card in the space provided after, “Payment Enclosed \$\_\_\_\_\_”

	Give online <b>give.dphx.org</b>		CHARITY AND DEVELOPMENT APPEAL	Call 602-354-2235 
<b>1. YES, I WANT TO SUPPORT THE CHARITY &amp; DEVELOPMENT APPEAL!</b>				<b>2. PAYMENT DETAILS</b>
My <i>TOTAL</i> Gift is:				Make checks payable to <b>CDA</b> <i>Hacer cheques a nombre de CDA</i>
<input type="checkbox"/> \$50 <input type="checkbox"/> \$100 <input type="checkbox"/> \$250 <input type="checkbox"/> \$500 <input type="checkbox"/> \$_____				<div style="border: 2px solid red; padding: 5px;">Payment enclosed <i>Pago cerrado</i>      \$_____</div>
<input type="checkbox"/> One-Time Gift / <i>Regalo individual</i> <input type="checkbox"/> 10 payments / <i>pagos</i>				Balance remaining <i>Saldo adeudado</i> \$_____
<input type="checkbox"/> Send Payment Reminders / <i>Enviar recordatorios</i>				
503 0015 0018620 0000000 4				

# Commitment Cards *with* Cash, Cont'd

**IMPORTANT:** Cash should **NEVER** be sent by mail!

- Write in the Diocesan ID in the ***For Parish Use Only*** boxes.
- *Diocesan IDs are located on the CDA Dashboard*
- *Leave blank for unidentified donors)*
- Run 2 tapes to balance the cash received with the cards submitted
- One tape on the dollar amounts from the commitment cards
- One tape on the cash received

3. DONOR INFORMATION		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	

For Parish Use Only					
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

My Parish: <Parish Name>, <City>



Give online  
**give.dphx.org**

Questions/¿Preguntas? Call 602-354-2235, or email [DonorServices@dphx.org](mailto:DonorServices@dphx.org)

# Commitment Cards *with* Cash, Cont'd

- Submit the commitment cards and cash to your finance office
- The cash is to be deposited by the parish/mission and a check representing the total cash received is to be issued payable to:  
**Diocese of Phoenix – CDA**
- The parish/mission check along with the associated commitment cards should be bundled together with a rubber band or clip and mailed to the Lockbox.

*IMPORTANT: Cash should **NEVER** be sent by mail!*



# Commitment Cards *without Checks or Cash*

- Review cards to verify they have been completed correctly
- In Section 1, ensure the appropriate box is checked
- In Section 2, enter “0” on the card in the space provided after “Payment Enclosed \$\_\_\_\_\_”

Give online  
**give.dphx.org**

CHARITY AND DEVELOPMENT APPEAL

Call 602-354-2235

**1. YES, I WANT TO SUPPORT THE CHARITY & DEVELOPMENT APPEAL!**

*My TOTAL Gift is:*

☐ \$50 ☐ \$100 ☐ \$250 ☐ \$500 ☐ \$\_\_\_\_\_

☐ One-Time Gift / Regalo individual ☐ 10 payments / pagos

☐ Send Payment Reminders / Enviar recordatorios

**2. PAYMENT DETAILS**

Make checks payable to CDA  
Hacer cheques a nombre de CDA

Payment enclosed  
Pago cerrado \$ 0

Balance remaining  
Saldo adeudado \$ \_\_\_\_\_

503 0015 0018620 0000000 4


# Commitment Cards *without Checks or Cash*, Cont'd

- Write in the Diocesan ID in the ***For Parish Use Only*** boxes.  
(*Diocesan IDs are located on the CDA Dashboard. Leave blank for unidentified donors*)
- Prepare them for mailing by bundling, no more than 50 cards in a bundle, and rubber band or clip them together

3. DONOR INFORMATION		
Name/Nombre		
Address/Domicilio		
City/Ciudad	State/Estado	Zip/Código Postal
Phone Number/Teléfono	Email/Correo electrónico	
Questions/¿Preguntas? Call 602-354-2235, or email DonorServices@dphx.org		

For Parish Use Only					

My Parish: <Parish Name>, <City>



Give online  
**give.dphx.org**

# Checks *without* a Commitment Card

- Complete one Commitment Card for each check
- In Section 1, check the box to the left of the blank line, write in the amount of the check on the line and check the box to the left of *One-Time Gift / Regalo individual*
- In Section 2, ensure the check amount is entered on the card in the space provided after “Payment Enclosed \$\_\_\_\_\_”

The image shows a commitment card for the Charity and Development Appeal. It is divided into two main sections: Section 1 and Section 2. Section 1 is titled "1. YES, I WANT TO SUPPORT THE CHARITY & DEVELOPMENT APPEAL!" and contains options for the total gift amount and frequency. Section 2 is titled "2. PAYMENT DETAILS" and contains fields for payment amount and balance remaining. The form includes a QR code, a website link, a phone number, and a barcode at the bottom.

Give online  
**give.dphx.org**

CHARITY AND DEVELOPMENT APPEAL

Call 602-354-2235

**1. YES, I WANT TO SUPPORT THE CHARITY & DEVELOPMENT APPEAL!**

My TOTAL Gift is:

☐ \$50 ☐ \$100 ☐ \$250 ☐ \$500 ☐ \$\_\_\_\_\_

☐ One-Time Gift / Regalo individual ☐ 10 payments / pagos

☐ Send Payment Reminders / Enviar recordatorios

**2. PAYMENT DETAILS**

Make checks payable to CDA  
Hacer cheques a nombre de CDA

Payment enclosed  
Pago cerrado \$\_\_\_\_\_

Balance remaining  
Saldo adeudado \$\_\_\_\_\_

503 0015 0018620 0000000 4

# Checks *without* a Commitment Card, cont'd


- In section 3 “Donor Information” is blank, fill in Name, Address, Phone Number from the check
- Write in the Diocesan ID in the ***For Parish Use Only*** boxes.  
*(Diocesan IDs are located on the CDA Dashboard. Leave blank for unidentified donors)*

3. DONOR INFORMATION		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	

For Parish Use Only

--	--	--	--	--	--

My Parish: <Parish Name>, <City>



Give online  
[give.dphx.org](https://give.dphx.org)

Questions/¿Preguntas? Call 602-354-2235, or email [DonorServices@dphx.org](mailto:DonorServices@dphx.org)

# Checks *without* a Commitment Card

- Run 2 tapes to properly balance the checks received with the cards created
  - ✓ One tape on the dollar amounts from the commitment cards
  - ✓ One tape on the checks received
  - ✓ Be sure to keep the checks with their corresponding cards
- Prepare them for mailing by bundling, no more than 50 cards in a bundle, and rubber band or clip them together

# Cash *without* a Commitment Card

**IMPORTANT:** Cash should **NEVER** be sent by mail!

- Count and total the loose cash
- Complete only **one** Commitment Card
- In Section 1, enter the total loose cash amount in the blank line under “My TOTAL Gift is:” (see below)
- In Section 2, enter the total loose cash amount in the blank next to “Payment Enclosed \$\_\_\_\_\_” (see below)



The image shows a form for the "Charity and Development Appeal". At the top left is a QR code and the text "Give online give.dphx.org". In the center is a logo with a heart and a cross, with the text "CHARITY AND DEVELOPMENT APPEAL". To the right is the phone number "Call 602-354-2235" and an icon of a computer and a smartphone. The form is divided into two main sections: "1. YES, I WANT TO SUPPORT THE CHARITY & DEVELOPMENT APPEAL!" and "2. PAYMENT DETAILS".

**1. YES, I WANT TO SUPPORT THE CHARITY & DEVELOPMENT APPEAL!**

My TOTAL Gift is:

☐ \$50 ☐ \$100 ☐ \$250 ☐ \$500 ☐ \$\_\_\_\_\_

☐ One-Time Gift / Regalo individual ☐ 10 payments / pagos

☐ Send Payment Reminders / Enviar recordatorios

**2. PAYMENT DETAILS**

Make checks payable to CDA  
Hacer cheques a nombre de CDA

Payment enclosed / Pago cerrado \$\_\_\_\_\_

Balance remaining / Saldo adeudado \$\_\_\_\_\_

503 0015 0018620 0000000 4



# Cash *without* a Commitment Card, cont'd

- In Section 3, enter “Anonymous” for the Name
- Leave ***For Parish Use Only*** boxes blank
- Submit the commitment card and cash to the finance office
- The cash is to be deposited by the parish/mission and a check representing the total cash received is to be issued payable to:  
**Diocese of Phoenix – CDA**
- The parish/mission check along with the “Anonymous” commitment card is to be mailed to the Lockbox
- This item can be mailed separately.

***IMPORTANT: Cash should NEVER be sent by mail!***

# Submitting commitment cards

Once the cards are sorted, reviewed, and bundled, place them in an envelope and mail to the Lockbox.

Mail as often as needed, but at least weekly!

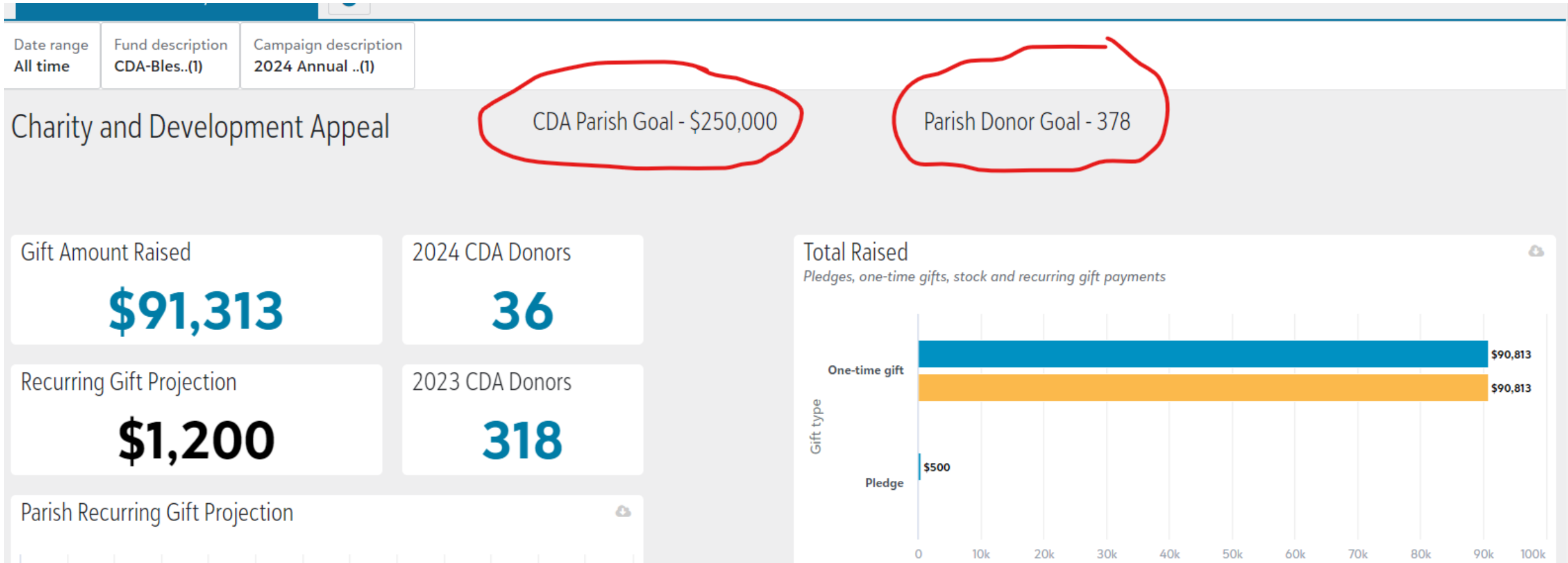


# CDA Reporting

- **CDA reporting is provided through a CDA dashboard!**  
Access is through a secure log in to the Diocesan database, Blackbaud Raiser's Edge
- Information is available in real time
- Dashboard fields are exportable
- Access to the dashboard is limited to protect donor information



# CDA Reporting



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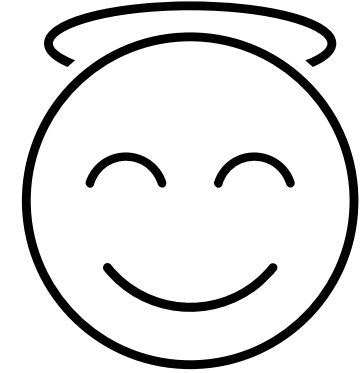
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# Questions & Answers

