**National Combined Collection Promotion and Transmittal of Funds**

**Collection to take place on the 3rd weekend in May**

**May 17 – 18, 2025**

All materials that have been ordered through the Diocesan website will arrive in your parish approximately 3 weeks prior to the collection date.

For marketing and promotional purposes, we ask that your parish:

* Display the poster(s) immediately
* Insert the bulletin announcements in your bulletin (will be provided via email and available on the diocesan website)
* Make altar announcements encouraging support of this collection
* Insert the brochure and envelope into each bulletin or in a prominent location in your parish on the weekend this collection is taking place

As indicated on the envelopes, all checks are to be made out to your parish; the parish will be responsible for sending any acknowledgements or tax statements for these gifts. Within a month of the collection dates, the parish is to remit a check payable to the Diocese of Madison for all of the gifts that have been made to the parish for this particular collection. Please be sure to break out how much has been designated to each of the following funds, based on what the parishioner indicates on the envelope. You DO NOT need to include a breakout of donors who contributed to this collection

* Black & Indian Missions
* Catholic Promotion of Authentic Human Development
* Catholic Communications Campaign
* Catholic Home Missions
* Catholic University of America
* Retirement Fund for Religious
* Archdiocese for the Military Services

Send all checks to:

Office of Stewardship and Development

702 S High Point Rd, Ste. 225

Madison, WI 53719

**Please note:** This collection also has an envelope that is inserted into the Catholic Herald. These envelopes are pre–addressed to the Diocese, with checks being made payable to the Diocese. If you receive any envelopes with checks at your parish that are made out to the Diocese of Madison, please mail these directly to the above address (both check and envelope).