



GUIDELINES FOR FUNERALS AND BURIALS

*Eternal rest grant unto them,
O Lord,
and let Perpetual Light
shine upon them.
May their souls
and the souls
of all the faithful departed,
through the mercy of God,
rest in peace.
Amen.*

Table of Contents

An Overview of Catholic Funeral Rites

Liturgy Details/Selections

Reading Selections – Old Testament

Reading Selections – New Testament

Reading Selections – Gospel

Music Selections

Responsorial Psalm Selections

Funeral Luncheon

Funeral Church Fees

Funeral Liturgy Programs

Flowers & Decorations

Rite of Committal (Burial or Interment)

**This booklet is to assist you in the planning of the funeral during your time of sadness.
The church's funeral liturgies are to bring comfort and peace to the family as we
commend our beloved dead to God's loving embrace.**

An Overview of Catholic Funeral Rites

"In the face of death, the church confidently proclaims that God has created each person for eternal life and that Jesus, the Son of God, by his death and resurrection, has broken the chains of sin and death that bound humanity. Christ 'achieved his task of redeeming humanity and giving perfect glory to God, principally by the paschal mystery of his blessed passion, resurrection from the dead, and glorious ascension'"

(Order of Christian Funerals, No 1)

"At the death of a Christian, whose life of faith was begun in the waters of Baptism and strengthened at the Eucharistic table, the Church intercedes on behalf of the deceased because of its confident belief that death is not the end, nor does it break the bonds forged in life. The Church also ministers to the sorrowing and consoles them in the funeral rites with the comforting Word of God and the Sacrament of the Eucharist."

(Order of Christian Funerals, no.4)

Death in the Christian Context

Catholic belief in death as the entrance into eternity, hope in the resurrection, recognition of the value of prayer for the deceased, reverence for the body, which remains, and the sense of mystery and sacredness, which surround the end of earthly life are all reflected in the Church's care for the deceased and the family and community that survives them. Private and liturgical prayer medication, reflection and the liturgical rites connected with the funeral and committal unite us to the Lord's Paschal Mystery and express our hope of eternal union with almighty God.

The events which surround death call for a community response. While the immediate family bears the burden of sorrow, relatives, friends and parishioners provide prayerful support.

The Catholic funeral rite is divided into three parts each with its own purpose. While there are distinct rituals, the funeral rites as a whole are a single movement of prayer, which need to be celebrated integrally.

1. VIGIL SERVICE (Wake)

"At the vigil, the Christian community keeps watch with the family in prayer to the God of mercy and finds strength in Christ's presence" (Order of Christian Funerals, no 56). The wake usually happens on the day preceding the funeral. The Vigil Service usually is during the period of visitation and viewing at the funeral home. This is also the ideal place for a Eulogy. It is a time to remember the life of the deceased and to commend him/her to God.

In prayer, we ask God to console us in our grief and give us strength to support one another.

2. FUNERAL LITURGY/MASS

The funeral liturgy is the central liturgical celebration of the Christian community for the deceased. When one of its members dies, the Church encourages the celebration of the funeral liturgy at a Mass. When Mass cannot be celebrated, a funeral liturgy outside Mass can be celebrated at the church or in the funeral home.

At the funeral liturgy, the Church gathers with the family and friends of the deceased to give praise and thanks to God for Christ's victory over sin and death, to commend the deceased to God's tender mercy and compassion, and to seek strength in the proclamation of the Paschal Mystery. The funeral Liturgy, therefore, is an act of worship, and not merely an expression of grief or celebration of life.

3. RITE OF COMMITTAL (Burial or Interment)

The Rite of Committal, the conclusion of the funeral rite, is the final act of the community of faith in caring for the body of its deceased member. It should normally be celebrated at the place of committal, that is, beside the open grave or place of interment. In committing the body to its resting place, the community expresses the hope that, with all those who have gone before us marked with the sign of faith, the deceased awaits the glory of the resurrection. The Rite of Committal is an expression of the communion that exists between the Church on earth and the Church in heaven: the deceased passes with the farewell prayers of the community of believers into the welcoming company of those who need faith no longer, but see God face to face.

LITURGY DETAILS/SELECTIONS

The loved ones of the deceased will meet with one of our clergy to schedule a date and go through visitation, funeral and burial details. If possible, the clergy will come to the funeral home to meet when the family meets if the funeral home is nearby.

The staff will be happy to select or assist families in making selections for the liturgy, as well as provide ministers, if needed.

Please use the Funeral Planning Sheet to indicate your selections:

VIGIL SERVICE (Wake)

The Vigil Service is usually during the period of visitation and viewing at the funeral home. This is also the ideal place for a Eulogy. It is a time to remember the life of the deceased and to commend him/her to God.

In prayer, we ask God to console us in our grief and give us strength to support one another.

- Prayer at the vigil service is strongly encouraged in one of these ways:
 - Vigil prayer service with a priest or deacon (highly recommended)
 - Rosary
 - Liturgy of the Hours

FUNERAL

Some families will continue visitation, from the night before, one hour prior to the Funeral Mass. Generally, this visitation is at the church.

Since the proper setting for Mass is a sacred place, Mass is not to be celebrated in a funeral home or other facility, but in the church proper.

Funeral Masses are not celebrated on Sundays or Holy Day of Obligations.

At St. Michael Catholic Church, the Funeral Mass time is **11 a.m.** Generally, funeral Mass is NOT celebrated in the evening at our church.

The body of the deceased should be present in the church for the Funeral Mass or "Mass of Christian Burial".

Readings

Families are invited to choose an Old Testament (First Reading), New Testament (Second Reading) and Gospel reading for the funeral Mass from this packet or from our church website - www.stmcatholicchurch.org.

General Intercessions/Prayer of The Faithful

The prayer of the faithful, (petitions/general intercessions) is typically read by a deacon if one is present. If a deacon is not present, then the family may choose **one** Catholic family member or friend to lead the congregation in prayer by reading the petitions. Again, when choosing a reader to lead the congregation, it is recommended they have experience in reading and **can confidently lead the parish**.

MUSIC

"Music is integral to the Funeral rites. It allows the community to express convictions and feelings that word alone may fail to convey. It has the power to console and uplift the mourners and to strengthen the unity of the assembly in faith and love. The texts of the songs chosen for a particular celebration should express the paschal mystery of the Lord's suffering, death, and triumph over death and should be related to the readings from Scripture."

Rather than adopting popular secular songs which are inappropriate to a liturgical setting, we should seek out good liturgical music on a paschal theme which can "support, console, and uplift participants and help to create in them a spirit of hope in Christ's victory over death and in the Christian's share in that victory." (*Order of Christian Funerals*, number 31)

Because a funeral is an official ritual (ceremony) of the Roman Catholic Church, guidelines for music for the Liturgy are to be followed. Music is to follow the liturgical norms for Catholic Liturgy and should be appropriately selected so that singing can be shared by all in attendance.

Each piece of music in a Funeral Mass has specific liturgical purpose, and so the music selected for those places must fulfill that purpose. If there are secular songs that held special significance to the deceased, these should be played at the visitation.

All hymn selections and musicians need to be coordinated with the parish music director. If there is any question about the appropriateness of a hymn or piece of music, the final determination will be made by the Pastor.

A pianist and cantor will be provided. Occasionally, a violinist will be available. It is preferred that one of the parish cantors be used for liturgical ceremonies, but for pastoral reasons, other options may be discussed with the music director or Pastor.

Pre-recorded music is not allowed.

Family may select hymns for the following parts of the Mass from the song sheet provided from our church:

- Processional (Entrance) Hymn
- Responsorial Psalm
- Offertory
- Holy Communion
- Recessional Hymn

Hymns not on the song sheet need to be approved by our music director.

Under no circumstance can either the music or the words to a copyrighted hymn be printed in a program or on a song sheet without legal reprint permission. By printing without reprint permission, you are doing so in violation of copyright laws and make the church, through its participation, liable.

LITURGICAL MINISTERS

Additional Catholic Clergy

Should the family have Catholic priests or deacons among their family and friends, the family is most welcome to invite the clergyman to participate in the ceremony. Please discuss with Presider. If they are from a diocese outside of St. Paul/Mpls, proper document is required.

Readers

Families may choose two readers for the First (Old Testament) and Second (New Testament) Reading. The readers MUST be fully initiated Catholics (Baptized, Confirmed and Holy Communion). Only one person per reading.

When choosing readers, please choose people who have had experience with reading in their own parish or church and can confidently proclaim the Word of God. Please keep in mind that they should have a loud, clear voice and should speak slowly and should feel somewhat comfortable. Please give the readers a copy of their reading before the funeral Mass day so they can prepare.

Offertory/Gift Bearers

The family is invited to choose people to bring up the wine and hosts at the offertory. There are two vessels to carry forward. Please discuss with the parish staff if family requests more than two people to bring gifts forward.

Altar Servers

Generally, the parish provides the altar servers unless the family has someone who is trained as an altar server at the St Michael Catholic Church. They may list them and the church will reach out to them if needed. The parish school students will be the servers when the funeral is during the school day as part of their service to the parish community.

Extraordinary Ministers of Holy Communion

Generally, the parish will provide the ministers to assist with the distribution of Holy Communion, if needed. If the family has friends/family that are currently trained and commissioned at the St Michael Catholic Church they may list them. The church will reach out to them if they are needed. Ordinary ministers (priests/deacons) take precedent.

Other Roles

Families may select people as pall bearers or urn bearers. The funeral home can assist you with this.

Ministers of Other Christian Denominations

We welcome ordained ministers of other Christian faiths to participate in the Liturgy, alongside the priest or deacon. However, as this is a Catholic liturgy, it is not appropriate for a non-Catholic minister to vest. It is a wonderful opportunity to include an ordained friend or family member at the "Prayer of the Faithful" which leads the community in prayer. Please speak with the Pastor.

Prior to Funeral Mass

The priest, deacon or ministry coordinator will connect with the readers, gift bearers, altar servers and EMHC to go over the timing and expectations of these ministries. **These ministers should be at church at least 30 mins prior to Mass.**

FUNERAL LUNCHEON

A funeral luncheon is provided upon the family's request as a way to offer support, love and fellowship to the family and friends that have lost a loved one. Luncheons are held immediately following a funeral Mass in our gathering space.

One of our volunteer funeral coordinators will contact the family.

The funeral luncheon consists of hotdish, ham, salads, bread, veggies, milk and coffee - which the family pays for. Parishioners donate bars.

On Fridays during lent, the luncheon will include meatless entrees.

All leftover food/beverages are packaged up and sent home with the family.

The receipts for the groceries, hotdish and ham are given to the funeral home. The family will pay the funeral home so they just have one bill, and in turn, the funeral home will reimburse the church.

Due to the space limitations, those not attending the burial rite at the cemetery are invited to start eating immediately, but space is reserved for family of the deceased so when they return they have designated tables for them to gather and share a meal.

Luncheon fee: Approximately \$4.00 per plate for the number of people expected.

This fee pays for out-of-pockets costs for the meal that are not donated by parishioners.

FUNERAL CHURCH FEES AS OF JANUARY 2020

Standard fee for registered members of the parish: \$250

Luncheon fee: Approximately \$4.00 per plate for the number of people expected.

This fee pays for out-of-pocket costs for the meal that are not donated by parishioners.

***Additional fee non-member or inactive member: \$200**

If the deceased is not registered as an active parishioner at time of death, there is a \$200 fee in addition to the regular church fee of \$250. If the deceased became inactive due to physical or mental incapacity, the parish may waive this fee.

Additional fee for Parish Funeral Coordinator: \$150 when no funeral home is used.

As part of their service, the funeral home typically coordinates certain things at the Church for the visitation and funeral Mass. If there is no funeral home involved at the wake/funeral, the parish provides a staff person to coordinate the needs of the family.

Clergy and Staff Contacts:

Fr. Brian Park - Pastor - 763-497-2745, ext 208

Fr. Connor McGinnis - Associate Pastor - 763-497-2745, ext 224

Deacon Steve Dupay - 612-219-4484

Deacon Paul Ravnikar - 612-919-4976

Joseph Krueger - Music Director - 763-464-3898 or maestrokrueger@gmail.com

Cindy Woitalla - Ministry Coordinator - 612-470-4398 or cwoitalla@stmcatholicchurch.org

Parish Office - 763-497-2745

Parish Volunteers

Kathy Jo Barthel - Cemetery Info - 763-497-4565 or kkjobarthel1989@gmail.com.

Marilyn Miller - Luncheon Coordinator – 763-248-5366

If you are not a member of the parish, it is recommended to get buried in the boundary of your residence. It is at the Pastor's discretion to offer a funeral mass for a non-member not living within the parish boundaries.

St. Michael Catholic Church may change or alter these policies at any time, according to the Catholic teaching of the church.

FUNERAL LITURGY PROGRAM

A funeral program is NOT required. Most families do not use a liturgy program for a funeral. However, if the family desires a program, they are responsible for creating and producing it. If you have a program, we want to make sure its accurate. The Saint Michael Catholic Church retains the right to edit all materials distributed at the church. Please remember that the purpose of a program is for those attending the ceremony to follow the order of the liturgy/ceremony.

Example of program:

Ministers of the Liturgy (that are often included in program)

Celebrant

Deacon:

Pallbearers:

Readers:

Gift Bearers:

Altar Servers: *Students from the parish school*

Extraordinary Ministers of Holy Communion:

Pianist:

Cantor:

Mass of Christian Burial for [insert deceased name]

Introductory Rites

Greeting (*Please Stand*)

Sprinkling with Holy Water

Placing of the Pall

Gathering Song - [Insert song and page number]

Opening Prayer

Liturgy of the Word- Please be Seated

First Reading: [Insert reading selected]

Responsorial Psalm: [Insert song and page number]

Second Reading: [Insert reading selected]

Gospel Acclamation (*please stand*)

Gospel: [Insert Gospel selected]

Homily (please be seated)

Prayer of the Faithful (*please stand*)

Liturgy of the Eucharist

Preparation of the Gifts- *Please be seated* [Insert song and page number]

Eucharistic Prayer - *Please kneel or be seated according to your tradition.*

Memorial Acclamation

The Great Amen

The Lord's Prayer - *Please stand*

Sign of Peace

Lamb of God

Holy Communion - [Insert song and page number]

As Catholics, we believe that Holy Communion is the very body and blood of Jesus Christ. Therefore, receiving Holy Communion is the greatest way we express our union with Jesus and our union with the Catholic Church. So, for those Catholics prepared to receive Holy Communion today, you can come down the main isle in two lines, like you normally do when you come to Mass on Sunday.

Prayer after Communion - Please stand

Final Commendation

Signs and Song of Farewell - [Insert song and page number]

Prayer of Commendation

Closing Song - [Insert song and page number]

Everyone is invited to join the [Insert deceased last name] family for lunch in the gathering space.

If the deceased is cremated, the following is the Introductory Rite:

Introductory Rites

Gathering Song: [Insert song and page number]

Sprinkling Urn with Holy Water

Opening Prayer

FLOWERS/DECORATIONS

All seasonal environments (banners & church furnishings) are to remain in place. Flowers are not to be placed in front of the altar and remain over in the saints apse, where the visitation takes place.

Flowers and pictures of the deceased remain in the saints apse and are not placed in the front of church.

Latex balloons are not allowed.

The baptismal candle and the coffin/urn are the only items moved to the front of church for the funeral liturgy.

Although we appreciate families thinking of the church for flower donations, **please take all of your flowers with you after the funeral.**

RITE OF COMMITTAL (Burial or Interment)

The burial generally follows the funeral liturgy. An important Catholic doctrine requires that human remains be buried in ground blessed by a priest and deemed an appropriate final resting place by the Church. Catholics don't have the option of having their ashes spread in their favorite place or kept in an urn by family members. If it's not possible for the burial to take place immediately after the liturgy, it must take place at the soonest available time.

The current St. Michael Catholic Cemetery is owned and operated by St. Michael Catholic Church since 1951. Catholic cemeteries are not available for the general public, but are set aside for the interment of Catholics and members of their families who are entitled to Christian burial according to the rules and discipline of the Roman Catholic Church.

A Catholic cemetery seeks to communicate the image of the communion of saints, and those who request burial within a Catholic cemetery are making this profession of faith. However, out of compassion, at the request of the family our Pastor *may* grant permission for a non-Catholic member of a parish family to be interred in our cemetery, as long as this would not be a cause of scandal to faithful Catholics.

Cemetery Fees

Parishioner

Parish Infant up to 1 year old - Free

Parish Child 1 to 5 years old - \$100

Parishioner - \$700 - \$900 depending on location

Parishioner Cremains - \$700 - \$900 depending on location

Cremains on family grave - \$700 - \$900 depending on location (only one allowed)

Columbarium Parishioner - \$950 - \$1,350 depending on location

Non-Parishioner

Non-Parish Child up to age 5 - \$300

Non-Parishioner - \$1,400 - \$1,800 depending on location

Cremains of Non-Parishioner \$1,900 - \$2,700 depending on location

Cremains on family grave non-parishioner - \$1,400 - \$1,800 depending on location (only one allowed)

Columbarium non-Parishioner - \$1,900 - \$2,700 depending on location

The cost is per person not per plot or to inter cremains on a family grave. The cost is for the perpetual maintenance of the cemetery, which is for the equal benefit of all the deceased.

To purchase a grave or for any questions about the cemetery, please contact Kathy Jo Barthel, at 763-286-6561, or by email at kkjobarthel1989@gmail.com.

Visiting Your Cemetery

Our visits to a cemetery are prompted by love and faith. We come to remember, to mourn, to give thanks for the life our beloved shared with us, to pray for peaceful rest in death, and to strengthen our belief that one day we will be united with our beloved in eternal life. At St. Michael Catholic Cemetery, we desire that your visits be frequent and prayerful. Praying for the souls of the faithful departed is one of the spiritual works of mercy. To better serve all families who come to visit their beloved dead and to maintain your Catholic cemetery in a neat and presentable manner, we have instituted the following guidelines:

Decorations

The cemeteries are mowed and maintained by many volunteers of our parish throughout the year. Because care must be taken to protect both visitors and cemetery volunteer workers from injury while using heavy equipment, the cemeteries reserve the right to remove all floral designs, flowers, shrubs or trees from the cemetery in the spring and three weeks after Memorial Day, or as soon as they become unsightly, dangerous, and/or diseased.

Cemetery committee, along with Pelican Lake Nursery, will fill in the grave with dirt and seed it, depending the time of year of death. There are times when the graves get sink holes due to settling. The committee tries their best to stay on top of it. Please do not put sod down as often times it dies because of not enough hydration and the height of the sod makes it for harder mowing. The committee has found over time by seeding and fertilizing it looks the best with the rest of the Cemetery. Depending on weather and such it can take up to two years to fill in nicely.

Please note the following about decorations:

- Neither statues nor glass containers are permitted at any burial site at any time.
- Above ground wrought iron floral planters are the only permitted decoration (one per person only). Metal shepherd hooks are not allowed.
- All decorations should be consistent with the Catholic character of the cemetery.
- Please do not place anything of monetary or sentimental value in the cemetery, as the cemetery will not be responsible for any lost or stolen items. If anything of value is there and needs to be removed, it will be placed by the fenced area at the south end of the cemetery.
- Solar lights are only permitted in wrought iron plant stands, not on the ground.

On a few occasions, flowers and decorations have been taken. The cemetery cannot accept responsibility for ensuring that flowers or other decorations remain in place. We recommend that families take this into consideration when selecting flowers or decorations for graves.

Cemetery Markers

Special care must be taken to properly mark the grave with the individual's names when two bodies are interred in the same grave. At each grave only one, single-wide marker is permitted. On two adjacent graves a double-wide marker is permitted. All markers must be set on a concrete foundation with a four-inch cement border and a two-inch bottom. No headstones are allowed.

Cremation-sized markers will be used on all cremated burial sites. No coping, curbing, fencing, heading, borders or enclosures of any kind are allowed around any grave(s). No walks of brick, cinders, tile, terra cotta, sand, cement, gravel or wood will be allowed on any grave.

An overview/map of plots is posted to our parish website
<https://www.stmcatholicchurch.org/cemetery-plots>

CREMATION

Although cremation is now permitted by the Church, it does not enjoy the same value as burial of the body. The Church clearly prefers and urges that the body of the deceased be present for the funeral rites, since the presence of the human body better expresses the values which the Church affirms in those rites. (*Order of Catholic Liturgy* #413)

Sometimes, however, it is not possible for the body to be present for the Funeral Mass.

When the choice has been made to cremate a body, it is recommended that cremation take place **AFTER** the funeral Liturgy. (*Order of Catholic Liturgy* #418)

If the funeral liturgy is in the presence of the cremated remains of the deceased person, the cremated remains of the body are to be placed in a worthy and respectable vessel. The vessel containing the cremated remains **may be carried to its place in the entrance procession or may be placed on the table sometime before the liturgy begins.** (*Order of Catholic Liturgy* #427)

The urn is not covered with a pall.

An important Catholic doctrine requires that **human remains be buried** in ground blessed by a priest and deemed an appropriate final resting place by the Church. **Catholics don't have the option of having their ashes spread in their favorite place or kept in an urn by family members.** If it's not possible for the burial to take place immediately after the liturgy, it must take place at the soonest available time.

Ashes must be placed in a grave or in a columbarium at a cemetery. They are never to be kept in the possession of the family or scattered, as these do not show the reverent disposition that is due to the deceased and does not demonstrate Christian faith in awaiting the resurrection. The individual is a member of the baptized family of God, whose grave should be accessible for any member of the faithful who wishes to venerate it and offer prayers of intercession. If a loved one mistakenly requests some other disposition of their ashes, such as scattering them, the family should not honor this request, but should trust the Church's wisdom on the importance of properly interring the person's remains.

COLUMBARIUM

A columbarium is an above-ground structure for the interment of cremains. When a family chooses cremation for a loved one, the cremains can either be buried in a grave or placed in a columbarium. The cost is the same for either option. This is a picture of the columbarium at St. Michael Catholic Cemetery.

A bronze plaque may be purchased as a marker in remembrance of your loved one. We purchase it through Cold Spring Granite, which is handled by Kathy Jo Barthel. Pricing is determined at the time of death or purchase of the marker.

