



ARCHDIOCESE OF
**TOGETHER IN
MISSION**
LOS ANGELES

2024 TRAINING MANUAL

Your Parish Guide
to a Successful
Annual Appeal



Walking With the Saints | Following Christ

"In this world, there is one person poorer than me. As a Catholic, it is my moral obligation and responsibility to help that person."

Fr. Brian Chung
PASTOR, OUR MOTHER OF SORROWS
CATHOLIC CHURCH

As we turn the last corner of 2023, we begin this new blessed year with excitement and anticipation for this year's Together in Mission 2024 Annual Appeal, "Be Imitators of Christ."

Your generosity helped 61 underserved parishes and 72 struggling schools throughout our Archdiocese. Our 30th Anniversary Annual Appeal resulted in over \$13.8M in pledged gifts and \$13.2M in cash raised. These gifts came in all sizes, intentions, sources, and differing states, but a common denominator of compassion deeply bonded all. Compassion and hope for our fellow brothers and sisters who face daily challenges more pronounced than most of us.

This year's deliberate theme, "Be Imitators of Christ," was carefully chosen by Archbishop Jose Gomez and is creatively displayed throughout our portfolio of campaign materials with a less traditional but reflective and respectful nod to our Catholic saints.

Did you know that the Roman Catholic Church recognizes more than 10,000 saints? Though the names and legacies of some of these holy men and women have been lost to history, these saints are a diverse and extraordinary group of people with varied backgrounds and stories.

All of which are worthy of being imitated. We will showcase our Catholic saints throughout this year's appeal and hope you will enjoy what you see and read.

It is the highest form of respect we can give to follow in the footsteps of saints we 'follow' by serving others in Christ's name.

Thank you for being an essential part of this catholic ministry – Together in Mission.

Blessings,

Dee Smith | Director of Annual Appeals



**ANNUAL
APPEAL
GOAL
\$16.9M**

OUR PARISH GOALS

PARISHES LISTED BY ALPHABETICAL ORDER

Parish Name	Parish ID	City	Goal
All Saints Parish	P431	Los Angeles	\$23,659
All Souls Parish	P432	Alhambra	\$28,624
American Martyrs Parish	P605	Manhattan Beach	\$340,887
Annunciation Parish	P451	Arcadia	\$46,808
Ascension Parish	P548	Los Angeles	\$39,418
Assumption of the Blessed Virgin Mary Parish	P433	Pasadena	\$46,353
Assumption Parish	P406	Los Angeles	\$16,296
Beatitudes of Our Lord Parish	P590	La Mirada	\$67,000
Blessed Sacrament Parish	P501	Los Angeles	\$40,941
Cathedral Chapel	P502	Los Angeles	\$18,487
Cathedral of Our Lady of the Angels	P546	Los Angeles	\$50,000
Christ the King Parish	P503	Los Angeles	\$39,815
Corpus Christi Parish	P479	Pacific Palisades	\$94,140
Cristo Rey Parish	P353	Los Angeles	\$18,019
Divine Saviour Parish	P354	Los Angeles	\$18,203

Dolores Mission	P407	Los Angeles	\$18,600
Epiphany Parish	P452	South El Monte	\$35,597
Good Shepherd Parish	P480	Beverly Hills	\$88,284
Guardian Angel Parish	P368	Pacoima	\$34,159
Holy Angels Parish of the Deaf	P589	Los Angeles	\$5,503
Holy Angels Parish	P453	Arcadia	\$102,421
Holy Cross Parish	P300	Santa Barbara	\$20,593
Holy Cross Parish	P326	Moorpark	\$69,143
Holy Cross Parish	P549	Los Angeles	\$36,610
Holy Family Parish	P355	Glendale	\$96,429
Holy Family Parish	P434	South Pasadena	\$238,274
Holy Family Parish	P591	Artesia	\$82,755
Holy Family Parish	P606	Wilmington	\$80,950
Holy Innocents Parish	P623	Long Beach	\$43,110
Holy Name of Jesus Parish	P524	Los Angeles	\$30,000
Holy Name of Mary Parish	P466	San Dimas	\$194,186
Holy Redeemer Parish	P356	Montrose	\$61,953
Holy Spirit Parish	P525	Los Angeles	\$21,834
Holy Trinity Parish	P357	Los Angeles	\$34,703
Holy Trinity Parish	P607	San Pedro	\$113,336
Immaculate Conception Parish	P290	New Cuyama	\$2,543
Immaculate Conception Parish	P454	Monrovia	\$87,277
Immaculate Conception Parish	P526	Los Angeles	\$25,000



Immaculate Heart of Mary Parish	P504	Los Angeles	\$36,307
Incarnation Parish	P358	Glendale	\$91,989
La Purisima Concepcion Parish	P291	Lompoc	\$45,392
Maria Regina Parish	P571	Gardena	\$31,390
Mary Immaculate Parish	P369	Pacoima	\$99,546
Mary Star of the Sea Parish	P312	Oxnard	\$54,245
Mary Star of the Sea Parish	P608	San Pedro	\$86,234
Mother of Sorrows Parish	P550	Los Angeles	\$23,505
Nativity Parish	P455	El Monte	\$48,553
Nativity Parish	P551	Los Angeles	\$30,611
Nativity Parish	P609	Torrance	\$63,483
Our Lady Help of Christians Parish	P408	Los Angeles	\$19,198
Our Lady of Grace Parish	P338	Encino	\$83,146
Our Lady of Guadalupe Parish	P292	Guadalupe	\$22,270
Our Lady of Guadalupe Parish	P301	Santa Barbara	\$27,729
Our Lady of Guadalupe Parish	P315	Oxnard	\$71,000
Our Lady of Guadalupe Parish	P316	Santa Paula	\$30,224
Our Lady of Guadalupe Parish	P409	Los Angeles	\$23,302
Our Lady of Guadalupe Parish	P410	Los Angeles	\$17,418
Our Lady of Guadalupe Parish	P456	El Monte	\$74,610
Our Lady of Guadalupe Parish	P457	Irwindale	\$82,536
Our Lady of Guadalupe Parish	P610	Hermosa Beach	\$42,927
Our Lady of Guadalupe Sanctuary	P411	Los Angeles	\$20,000



Our Lady of Loretto Parish	P506	Los Angeles	\$32,909
Our Lady of Lourdes Parish	P339	Northridge	\$103,350
Our Lady of Lourdes Parish	P359	Tujunga	\$44,631
Our Lady of Lourdes Parish	P412	Los Angeles	\$23,831
Our Lady of Malibu Parish	P481	Malibu	\$62,227
Our Lady of Mt. Carmel Parish	P302	Santa Barbara	\$51,777
Our Lady of Peace Parish	P370	North Hills	\$72,068
Our Lady of Perpetual Help Parish	P383	Santa Clarita	\$144,016
Our Lady of Perpetual Help Parish	P572	Downey	\$102,303
Our Lady of Perpetual Help Parish	P592	Los Nietos	\$65,578
Our Lady of Refuge Parish	P625	Long Beach	\$52,659
Our Lady of Solitude Parish	P414	Los Angeles	\$26,933
Our Lady of Sorrows Parish	P303	Santa Barbara	\$36,981
Our Lady of the Assumption Parish	P314	Ventura	\$121,171
Our Lady of the Assumption Parish	P467	Claremont	\$131,442
Our Lady of the Bright Mount Parish	P528	Los Angeles	\$20,774
Our Lady of the Holy Rosary Parish	P371	Sun Valley	\$42,680
Our Lady of the Miraculous Medal Parish	P413	Montebello	\$59,461
Our Lady of the Rosary of Talpa Parish	P415	Los Angeles	\$19,578
Our Lady of the Rosary Parish	P573	Paramount	\$42,963
Our Lady of the Valley Parish	P340	Canoga Park	\$59,108
Our Lady of Victory Parish-Compton	P574	Compton	\$49,081
Our Lady of Victory Parish-Los Angeles	P416	Los Angeles	\$20,000
Our Lady of Zapopan Mission	P349	North Hollywood	\$6,908
Our Lady Queen of Angels Parish	P529	Los Angeles	\$31,482
Our Mother of Good Counsel Parish	P505	Los Angeles	\$27,574
Our Savior Parish	P530	Los Angeles	\$3,800
Precious Blood Parish	P507	Los Angeles	\$26,525
Presentation of Mary Parish	P552	Los Angeles	\$34,911
Queen of Angels Parish	P293	Lompoc	\$21,819
Resurrection Parish	P417	Los Angeles	\$35,389
Sacred Heart Parish	P317	Ventura	\$77,627
Sacred Heart Parish	P384	Lancaster	\$62,604
Sacred Heart Parish	P418	Los Angeles	\$26,507
Sacred Heart Parish	P435	Altadena	\$25,758
Sacred Heart Parish	P458	Covina	\$121,251
Sacred Heart Parish	P468	Pomona	\$67,210
Sacred Heart Parish	P575	Compton	\$20,960
Sagrado Corazon Y Santa Maria de Guadalupe	P604	Cudahy	\$11,976
Saint Barbara Parish	P305	Santa Barbara	\$86,314
Saint Kateri Tekakwitha	P396	Santa Clarita	\$183,346
Saint Paul the Apostle Parish	P493	Los Angeles	\$149,171

San Antonio de Padua Parish	P419	Los Angeles	\$8,247
San Buenaventura Mission	P318	Ventura	\$48,484
San Conrado Catholic Mission	P519	Los Angeles	\$2,852
San Fernando Mission	P147	Mission Hills	\$5,000
San Francisco Parish	P420	Los Angeles	\$18,376
San Gabriel Mission	P436	San Gabriel	\$64,535
San Miguel Parish	P553	Los Angeles	\$14,189
San Roque Parish	P304	Santa Barbara	\$35,499
San Salvador Mission	P335	Piru	\$22,516
Santa Clara Chapel	P700	Oxnard	\$18,015
Santa Clara Parish	P319	Oxnard	\$113,409
Santa Ines Mission	P294	Solvang	\$49,798
Santa Isabel Parish	P421	Los Angeles	\$16,668
Santa Rosa de Lima Parish	P386	San Fernando	\$75,787
Santa Teresita Parish	P422	Los Angeles	\$10,253
Ss. Felicitas and Perpetua Parish	P437	San Marino	\$46,959
Ss. Peter and Paul Parish	P611	Wilmington	\$93,923
St. Agatha Parish	P532	Los Angeles	\$36,425
St. Agnes Parish	P533	Los Angeles	\$28,064
St. Albert the Great Parish	P576	Rancho Dominguez	\$34,835
St. Aloysius Gonzaga Parish	P577	Los Angeles	\$27,143
St. Alphonsus Parish	P423	Los Angeles	\$43,261
St. Ambrose Parish	P508	West Hollywood	\$13,156
St. Anastasia Parish	P482	Los Angeles	\$78,680
St. Andrew Parish	P438	Pasadena	\$64,455
St. Ann Parish	P360	Los Angeles	\$7,887
St. Anne Parish	P483	Santa Monica	\$22,290
St. Anselm Parish	P554	Los Angeles	\$19,646
St. Anthony of Padua Parish	P578	Gardena	\$64,766
St. Anthony Parish	P320	Oxnard	\$41,894
St. Anthony Parish	P439	San Gabriel	\$68,082
St. Anthony Parish	P534	Los Angeles	\$25,681
St. Anthony Parish	P612	El Segundo	\$43,234
St. Anthony Parish	P626	Long Beach	\$38,461
St. Athanasius Parish	P627	Long Beach	\$30,060
St. Augustine Parish	P484	Culver City	\$57,201
St. Barnabas Parish	P628	Long Beach	\$52,618
St. Bartholomew Parish	P629	Long Beach	\$63,428
St. Basil Parish – Korean Apostolate	P258	Los Angeles	\$10,617
St. Basil Parish	P509	Los Angeles	\$13,964
St. Bede the Venerable Parish	P361	La Canada	\$157,417



St. Benedict Parish	P424	Montebello	\$50,363
St. Bernadette Parish	P535	Los Angeles	\$34,000
St. Bernard Parish	P362	Los Angeles	\$19,979
St. Bernard Parish	P579	Bellflower	\$46,373
St. Bernardine of Siena Parish	P341	Woodland Hills	\$81,589
St. Brendan Parish	P510	Los Angeles	\$67,455
St. Bridget Chinese Catholic Center	P511	Los Angeles	\$14,309
St. Bridget of Sweden Parish	P342	Van Nuys	\$28,851
St. Brigid Parish	P555	Los Angeles	\$31,183
St. Bruno Parish	P593	Whittier	\$118,339
St. Casimir Parish	P512	Los Angeles	\$5,000
St. Catherine Laboure Parish	P614	Torrance	\$58,655
St. Catherine of Alexandria Parish	P613	Avalon	\$10,540
St. Catherine of Siena Parish	P343	Reseda	\$71,522
St. Cecilia Parish	P537	Los Angeles	\$37,260
St. Charles Borromeo Parish	P372	North Hollywood	\$85,177
St. Christopher Parish	P459	West Covina	\$58,464
St. Clare of Assisi Parish	P387	Canyon Country	\$90,425
St. Clement Parish	P485	Santa Monica	\$18,398
St. Columban Parish	P513	Los Angeles	\$9,537
St. Columbkille Parish	P556	Los Angeles	\$25,934
St. Cornelius Parish	P630	Long Beach	\$77,566
St. Cyprian Parish	P631	Long Beach	\$54,835
St. Cyril of Jerusalem Parish	P344	Encino	\$48,771
St. Denis Parish	P469	Diamond Bar	\$123,892



St. Didacus Parish	P388	Sylmar	\$88,013
St. Dominic Parish	P363	Los Angeles	\$87,873
St. Dominic Savio Parish	P580	Bellflower	\$97,297
St. Dorothy Parish	P460	Glendora	\$92,953
St. Elisabeth Parish	P373	Van Nuys	\$58,492
St. Elizabeth Ann Seton Parish	P470	Rowland Heights	\$98,707
St. Elizabeth Parish	P440	Altadena	\$39,064
St. Emydius Parish	P581	Lynwood	\$121,334
St. Eugene Parish	P557	Los Angeles	\$12,566
St. Euphrasia Parish	P389	Granada Hills	\$53,794
St. Ferdinand Parish	P390	San Fernando	\$43,378
St. Finbar Parish	P374	Burbank	\$83,154
St. Frances of Rome Parish	P461	Azusa	\$82,410
St. Frances X. Cabrini Parish	P558	Los Angeles	\$28,782
St. Francis de Sales Parish	P375	Sherman Oaks	\$67,144
St. Francis Korean Catholic Center	P256	Torrance	\$45,146
St. Francis of Assisi Parish	P321	Fillmore	\$35,539
St. Francis of Assisi Parish	P514	Los Angeles	\$17,211
St. Francis Xavier Chapel	P538	Los Angeles	\$11,404

St. Francis Xavier Parish	P376	Burbank	\$52,605
St. Francis Xavier Parish	P594	Pico Rivera	\$72,155
St. Gabriel Korean Catholic Center	P263	Rowland Heights	\$36,866
St. Genevieve Parish	P377	Panorama City	\$67,573
St. Gerard Majella Parish	P486	Los Angeles	\$35,942
St. Gertrude Parish	P582	Bell Gardens	\$112,272
St. Gregory Nazianzen Parish	P515	Los Angeles	\$30,000
St. Gregory the Great Parish	P595	Whittier	\$53,510
St. Helen Parish	P583	South Gate	\$57,208
St. Hilary Parish	P596	Pico Rivera	\$41,953
St. Ignatius of Loyola Parish	P364	Los Angeles	\$43,366
St. James Parish	P615	Redondo Beach	\$124,445
St. James the Less Parish	P365	La Crescenta	\$42,802
St. Jane Frances de Chantal Parish	P378	North Hollywood	\$42,156
St. Jerome Parish	P487	Los Angeles	\$54,681
St. Joan of Arc Parish	P488	Los Angeles	\$21,090
St. John Baptist de la Salle Parish	P391	Granada Hills	\$98,388
St. John Chrysostom Parish	P559	Inglewood	\$71,809
St. John Eudes Parish	P345	Chatsworth	\$128,067
St. John Fisher Parish	P616	Rancho Palos Verdes	\$203,731
St. John Neumann Parish	P295	Santa Maria	\$70,601
St. John of God Parish	P597	Norwalk	\$79,198
St. John the Baptist Parish	P462	Baldwin Park	\$84,073
St. John the Evangelist Parish	P560	Los Angeles	\$15,849
St. John Vianney Parish	P471	Hacienda Heights	\$163,601
St. Joseph Korean Catholic Center	P252	Canoga Park	\$27,621
St. Joseph Parish	P306	Carpinteria	\$30,067
St. Joseph Parish	P472	Pomona	\$56,195
St. Joseph Parish	P473	La Puente	\$60,817
St. Joseph Parish	P539	Los Angeles	\$16,010
St. Joseph Parish	P617	Hawthorne	\$123,503
St. Joseph Parish	P632	Long Beach	\$75,333
St. Joseph the Worker Parish	P346	Winnetka	\$75,207
St. Jude Parish	P347	Westlake Village	\$109,189
St. Julie Billiart Parish	P327	Newbury Park	\$83,452
St. Junipero Serra Parish	P332	Camarillo	\$153,613
St. Junipero Serra Parish	P393	Lancaster	\$89,000
St. Kevin Parish	P516	Los Angeles	\$19,176
St. Lawrence Martyr Parish	P618	Redondo Beach	\$163,453
St. Lawrence of Brindisi Parish	P561	Los Angeles	\$45,807
St. Linus Parish	P598	Norwalk	\$32,683
St. Lorenzo Ruiz Parish	P476	Walnut	\$95,521

St. Louis de Montfort Parish	P296	Santa Maria	\$34,444
St. Louis of France Parish	P463	La Puente	\$68,703
St. Louise de Marillac Parish	P464	Covina	\$125,473
St. Lucy Parish	P426	Los Angeles	\$23,493
St. Lucy Parish	P633	Long Beach	\$33,380
St. Luke Parish	P441	Temple City	\$55,723
St. Madeleine Parish	P474	Pomona	\$50,714
St. Malachy Parish	P562	Los Angeles	\$26,186
St. Marcellinus Parish	P427	Commerce	\$17,837
St. Margaret Mary Alacoque Parish	P619	Lomita	\$120,665
St. Maria Goretti Parish	P634	Long Beach	\$32,641
St. Mariana de Paredes Parish	P599	Pico Rivera	\$57,262
St. Mark Parish	P489	Venice	\$47,234
St. Mark University Parish	P307	Goleta	\$18,191
St. Martha Parish	P475	La Puente	\$82,690
St. Martha Parish	P584	Huntington Park	\$58,461
St. Martin of Tours Parish	P490	Los Angeles	\$63,921
St. Mary Magdalen Parish	P328	Camarillo	\$115,787
St. Mary Magdalen Parish	P491	Los Angeles	\$11,596
St. Mary of the Assumption Parish	P297	Santa Maria	\$46,334
St. Mary of the Assumption Parish	P600	Whittier	\$94,895
St. Mary Parish	P392	Palmdale	\$121,319
St. Mary Parish	P428	Los Angeles	\$20,124
St. Matthew Korean Catholic Center	P262	Tujunga	\$8,205
St. Matthew Parish	P635	Long Beach	\$41,620
St. Matthias Parish	P585	Huntington Park	\$35,765
St. Maximilian Kolbe Parish	P333	Westlake Village	\$83,340
St. Mel Parish	P348	Woodland Hills	\$122,469
St. Michael Parish	P563	Los Angeles	\$25,534
St. Monica Parish	P492	Santa Monica	\$269,362
St. Odilia Parish	P564	Los Angeles	\$17,641
St. Pancratius Parish	P636	Lakewood	\$60,599
St. Paschal Baylon Parish	P329	Thousand Oaks	\$107,389
St. Patrick Parish	P379	North Hollywood	\$37,692
St. Patrick Parish	P540	Los Angeles	\$36,429
St. Paul Chung Ha Sang Korean Catholic Center	P261	North Hills	\$3,933
St. Paul of the Cross Parish	P601	La Mirada	\$52,431
St. Paul Parish	P541	Los Angeles	\$13,221
St. Peter Chanel Parish	P602	Hawaiian Gardens	\$112,959
St. Peter Claver Parish	P330	Simi Valley	\$70,237
St. Peter Italian Parish	P517	Los Angeles	\$7,966

St. Peter Parish	P620	San Pedro	\$22,137
St. Philip Neri Parish	P586	Lynwood	\$42,432
St. Philip the Apostle Parish	P442	Pasadena	\$114,887
St. Philomena Parish	P621	Carson	\$96,563
St. Pius X Parish	P603	Santa Fe Springs	\$26,362
St. Raphael Korean Catholic Center	P253	Norwalk	\$39,791
St. Raphael Parish	P308	Santa Barbara	\$64,952
St. Raphael Parish	P565	Los Angeles	\$17,811
St. Raymond Parish	P587	Downey	\$60,750
St. Rita Parish	P443	Sierra Madre	\$81,530
St. Robert Bellarmine Parish	P380	Burbank	\$68,944
St. Rose of Lima Parish	P331	Simi Valley	\$83,815
St. Rose of Lima Parish	P588	Maywood	\$50,908
St. Sebastian Parish	P322	Santa Paula	\$32,057
St. Sebastian Parish	P494	Los Angeles	\$14,659
St. Stephen Martyr Parish	P444	Monterey Park	\$32,656
St. Stephen Parish	P445	Los Angeles	\$3,000
St. Teresa of Avila Parish	P518	Los Angeles	\$12,895
St. Therese Parish	P446	Alhambra	\$60,000
St. Thomas Aquinas Parish	P323	Ojai	\$38,544
St. Thomas Aquinas Parish	P429	Monterey Park	\$36,582
St. Thomas More Parish	P447	Alhambra	\$25,790
St. Thomas the Apostle Parish	P542	Los Angeles	\$78,021
St. Timothy Parish	P495	Los Angeles	\$31,037
St. Victor Parish	P496	West Hollywood	\$22,904
St. Vincent Parish	P544	Los Angeles	\$38,323
St. Vitus Parish	P381	San Fernando	\$68,200
Sungsam Korean Catholic Mission	P251	Los Angeles	\$14,414
The 103 Saints Korean Catholic Center	P254	Torrance	\$5,200
Transfiguration Parish	P545	Los Angeles	\$30,533
Ventura Korean Catholic Apostolate	P257	Oxnard	\$1,792
Visitation Parish	P497	Los Angeles	\$59,133

Calendar of 2024 Events

January 18

Letter 1 Direct mail arrives in homes.

January 27

TIM materials arrive at your parish.

February 3 – 4

Announcement Weekend

February 10 – 11

Commitment Weekend

February 17 – 18

Follow-up Weekend

February 22

Final rebate processed for TIM 2023

March 1

1st billing reminders mailed

March 8

1st parish batch due

April 19

Letter 2 sent

August 23

Letter 3 sent

October 30

1st Rebates sent

December 2

Giving Tuesday

January 17, 2024

End of 2024 campaign





2024 Bulletin Announcements

February 3 – 4 | Announcement Sunday

Next week, we will observe “Commitment Sunday” for the Together in Mission “Be Imitators of Christ” Annual Appeal. Archbishop Gomez invites us to actively participate in this initiative by making our annual commitment to support our parishes and schools. If you have generously contributed in the past, a letter should have reached your home this past week, urging you to renew your support. You can either return the enclosed pledge card via mail or conveniently make your pledge online at www.TIMGIVE.org.

February 10 – 11 | Commitment Sunday

Today, Archbishop Gomez invites every Catholic to contribute to the Together in Mission “Be Imitators of Christ” Annual Appeal. Our parish aims to reach a goal of ‘2024 PARISH GOAL AMOUNT.’ Last year, with the support of ‘# of donors’ donors, we raised ‘2023 raised’, helping our struggling brothers and sisters at parish who are most in need. We achieved “PERCENTAGE” of our cash goal in 2023.

The theme “Be Imitators of Christ” emphasizes that our contributions actively demonstrate faith and express His love for those in need within our Archdiocese. Pledge using the mailed information, a parish pledge card, or online at www.TIMGIVE.org. Your commitment is vital in upholding our tradition of compassionate support.

February 17 – 18 | Follow-up Weekend

(When using this announcement, please update with parish-specific information before printing)

Last weekend, Archbishop Gomez extended an invitation to all Catholics to participate in the Together in Mission “Be Imitators of Christ” Annual Appeal. This year, our parish has been called upon to achieve our goal of “2024 PARISH GOAL AMOUNT.”

If you and your family haven’t had the chance to make your commitment, I encourage you to fill out a remit envelope card available in the pews or make your pledge online by visiting www.TIMGIVE.org. Your contributions to Together in Mission ensure that every Catholic in the Archdiocese has a parish to celebrate their faith and access to Catholic school education. By supporting Together in Mission, you are actively living your faith through your actions.

Thank you for your generous commitment to being imitators of Christ in our community.



Putting the Campaign into Action

It is time for our Annual Appeal. Be fueled by our 2023 success - \$13.8 million dollars - Great job team!

Our goal each year is for 100% participation of families at each parish to make a gift. We need our parish leaders to make an impassioned call to action of the importance of making a gift, no matter the size.

1. The materials that include in-pew envelopes, bulletin inserts, and pencils, should be divided and distributed at every Mass according to your parishes' requirements.

2. Enlist parish volunteers to distribute and collect campaign materials during every Mass.
3. Utilize all resources to enhance the ask by implementing the homiletics, the in-pew script, campaign video, bulletin announcements to enhance your talking points about the campaign on the Parish Resources tab on our website, togetherinmission.org/parish-resources.
4. Post content on Social Media pages about using the content on the Parish Resources page of our website.
5. Conduct the in-pew process using the in-pew script, video, pledge cards, and pencils.





Your Guest Speakers

*As one we will succeed!
Share our mission loudly and make
believers of everyone you meet -
Remember you're an imitator of Christ
in the Archdiocese of Los Angeles - and
make it be known and seen!*

Sharing the story of Together in Mission by telling stories of how our mission has made an impact in your communities is so important. We all can be evangelists. But, here are a few helpful tips for you and your guest speakers.

1. Have guest speakers either assigned by our office or have a local teacher, principal, or parishioner share. Reach out to our office. We are happy to help.

2. Speak to the parish to coordinate the day of logistics and make sure there is a point of contact and a meeting place for the speaker.
3. Show the Together in Mission campaign video. An optimal time to show the video is before the homily or during your announcements. Or, share the video in your parish hall during Announcement Weekend to prepare your parishioners for Commitment Weekend.
4. Speak passionately about the campaign and utilize Together in Mission provided resources on the parish resources page of our website. Include the parish's specific goals and share with them the past results from 2023. Each parishioner must believe their gift makes a difference in the story. Even share a 5 year history.

Remember that being prepared and making it as smooth as possible is our main goal.



Key Questions Key Answers

What is the parish expected to do for the speaker?

- Timing is everything. If you're familiar with theater or performing in sports, there are key moments that can sway the crowd to believe. That is why it is important to inform the speaker when it is time to speak so that they are comfortable and prepared.
- Provide a space for respite between Masses and include the basic needs for a day on the job and it is a great way to show our gratitude. For example, provide information about the restroom's location or provide snacks and drinks. Our speakers are there as volunteers and they are essential to our continued success.

What the speaker is NOT expected to do?

- Conduct or leader the in-pew process.
- Leave before the end-of-day or as agreed upon in advance.

What the parish should NOT expect?

Their assigned speaker to be available for both Saturday Vigil and all of Sunday. We only ask our speakers to commit to Sunday Masses.

What the Together in Mission office is responsible for?

Assigning and training speakers to ensure they have access to facts and figures about the appeal.

For other questions please contact our office at timonline@la-archdiocese.org for help and resources.

The Importance of the In-Pew Process

The process begins in the pews where our brothers and sisters spread the good news and commit to our mission focused on others.

EVERYONE NEEDS TO BE ASKED TO COMMIT.

The in-pew process is the moment for every parishioner to receive a personal invitation during launch weekends from their Pastor to either renew or make their gift for the first time. Even the most dedicated donor needs to be invited to make a gift and believe their gift is important to the success of the campaign. Additionally, the in-pew process should also be thought of as an impactful way for your parish to invite parishioners who have never made a gift to make an inaugural gift to the appeal.

COMMIT TO MAKING A GIFT. It is important that every parish



time during Mass using the supplied pledge envelopes or their mobile phones. Ensure that parishioners understand that they can make a pledge that they can pay off over several months and billing reminders can be e-mailed and mailed for their convenience.

IT TAKES A VILLAGE. Consider inviting those who make a pledge to step forward and

deposit their pledge cards into a designated basket.

FOLLOW-UP WEEKEND IS VITAL. Not everyone that will be at Mass on Follow-up Weekend will have attended Mass the previous weekends. We strongly encourage parishes to conduct the in-pew process on Follow-up Weekend for those parishioners who were not able to pledge during



collection.

BELOW ARE A FEW EXAMPLES OF THIS PROCESS

1. Have ushers pass around baskets to pick up pledge envelopes directly after the in-pew process.
2. Place a basket in front of the altar and have parishioners drop in their pledge envelopes.
3. Place baskets in the aisle and have the parishioners drop in their pledge cars.

There are other options as well. We highly recommend that the collection be a community operation and display for everyone to see. We don't put bushel baskets on our lights. Keep up the great work guys!

commitment weekend.

Remember that the in-pew process is meant to be a collective and bonding experience at Mass.

Collecting the Pledge Cards

Please ensure that there is a formal and secure process in place to collect the pledge envelopes after the in-pew process as well as at the end of the Mass. This collection process should be separate from your weekly offertory



Your In-Pew Script

The full script in the editable form will be available on the “parish resources page of our website,

WWW.TOGETHERINMISSION.ORG

AFTER THE SPEAKER

2024 TIM ‘Be Imitators of Christ’ Annual Appeal
In-Pew Script

This weekend, our inspiration for the Together in Mission appeal comes from the words of Saint Paul to the Corinthians: “Be imitators of me, as I am of Christ” (1 Cor. 11:1).

Paul guides us to make Jesus Christ the model for our lives. Just as Jesus lived for others, He calls us to do the same – to love one another as He loves us and to recognize His presence in those who are suffering.

Being imitators of Christ involves opening our hearts to the poor, a commitment reflected in every contribution to Together in Mission. I invite you to join me once again this year in imitating Christ and generously supporting this appeal, providing essential help to the neediest parishes and families in the Archdiocese of Los Angeles.

– PAUSE –

For those new to our parish or yet to contribute,

envision the impact your generosity can make. We invite you to commit \$300 or \$30 monthly to aid the neediest parish communities and schools.

– PAUSE –

Pledge envelopes are at the end of every pew, and QR Codes on all Together in Mission 2024 materials allow for digital giving. Just scan the QR code on in-pew envelopes, posters, or banners to complete your gift electronically.

– PAUSE –

For electronic payments, visit TIMGIVE.org or text ‘SAINTS’ to 213-397-0682.

– PAUSE –

For in-pew envelope users, complete the first 3 lines of the pledge card with your family’s information. Mark the box if you’ve supported Together in Mission in the past.

– PAUSE –

Include your apartment/suite number for pledge reminders and tax receipts. Add your email and phone for balance updates and email receipts. Choose your Total Commitment Amount for 2024, payable in 10 monthly installments or as a one-time gift.

– PAUSE –

Consider joining the Sustainer program for continuous monthly support.

- PAUSE -

Commit within your means. Monthly billing reminders can be sent to your home, and email reminders if preferred.

- PAUSE -

To include a first installment today, specify the amount enclosed on the 'amount enclosed' line.

- PAUSE -

For credit card payments, choose 'monthly installments' on the pledge card.

- PAUSE -

Your pledge today is vital for the over 16,500 students over 525,000 families served, 61 parish communities, and 72 Catholic schools benefiting from your generosity.

- END OF SCRIPT -

After Follow-up Weekend

INITIAL BELIEF MAY SET IN THAT THE CAMPAIGN IS OVER. BUT IT IS IMPORTANT TO STAY MOTIVATED THROUGHOUT THE YEAR UNTIL YOUR PARISH REACHES ITS GOAL BECAUSE THERE IS SO MUCH MORE YET TO ACHIEVE UNTIL YOU MEET YOUR 100% GOAL.

WITH THE NUMEROUS DUTIES DURING THE CAMPAIGN AN

OUR CAMPAIGN DOESN'T END ON THE FOLLOW-UP WEEKEND, WE STILL NEED YOUR HELP TO REACH THE CAMPAIGN GOAL. There are follow-up mailings. Our office will undertake through the year to ensure your parish achieves its goal. In addition, there are key opportunities during Giving Tuesday, social media, additional marketing materials, reports, and mailings.

See page 30.

WHAT IF OUR PARISH DOES NOT REACH OUR GOAL IN PLEDGES AFTER FOLLOW-UP WEEKEND? WHAT IS A SUFFICIENT AMOUNT OF PLEDGES?

A general rule of thumb is that a parish must secure a minimum of 110% of their goal in pledges, as annually between 10%-15% of pledges go unfulfilled. Utilize "parish progress reports" to ensure donor contact information is correct, see

"I give you a new commandment: love one another. As I have loved you, so you also should love one another."

who is paying their pledge, and what donors our office can not





Parish Follow-up

Be sure to follow-up with your families to be of service. Here are three suggestions:

- Submit timely batches throughout the entirety of the campaign.
- Monthly altar/bulletin announcements are a helpful way to keep parishioners informed of your parish's Together in Mission year-to-date performance.
- Pull Parish Detail Reports and Individual Donor reports from the TIM portal and share details with your pastor.



Parish Social Media Channels & Additional Opportunities

Many parishioners are now connected digitally with your parish

CUSTOMIZED BULLETIN

INSERTS Our office provides customized bulletin inserts that your parish can use to promote the various follow-up mailings for the Annual

Appeal. These bulletins inserts will be emailed and we encourage each parish to print and place them within your parish bulletins. Note: If your parish has converted to e-bulletins, there are digital assets on our parish resource page of our website.

HOW CAN I MONITOR MY PARISH'S PROGRESS? Our office prepares several bi-weekly reports to track your parish's progress. The specific reports and how they can help your parish are listed below.



PARISH PROGRESS REPORTS.

Provides detailed information about donor participation, cumulative giving (pledges and paid), and overall progress towards achieving your parish's goal. Also, you can see an interactive

leaderboard by clicking the button at togetherinmission.org.

INDIVIDUAL DONOR REPORT. Please use this report with your pastor and see the great donor details about who is supporting the annual appeal in your parish in every way.



How to Build a Batch-sending in your Pledge Cards

PARISH PROGRESS REPORTS Use this report to keep your parish community aware of your parish's progress towards its goal on posters, bulletins, and social media.

INDIVIDUAL DONOR REPORT Use this report to reach out to donors who have not renewed their support in the current campaign. A parish may want to consider sending a letter from the pastor asking donors to renew their support. Our office will have sample letters that parishes can use or modify.

What is a Batch?

A BATCH CONTAINS THE PLEDGE CARDS, FORMS OF PAYMENTS, AND A TRANSMITTAL (COVER SHEET) WHICH OUTLINES WHAT IS ENCLOSED IN THE BATCH THAT THE PARISH PREPARES AND SENDS TO LCI IN CONNECTICUT FOR PROCESSING.

NOTE: In 2024 we will continue to partner with LCI to help process all batches and direct mail for the 2024 campaign. Overall, nothing in processing has changed.

ALL MAIL SHOULD CONTINUE TO BE SENT TO:

**TOGETHER IN MISSION
PO BOX 279
KENSINGTON, CT 06037**

HOW TO BUILD A BATCH:

STEP 1: Review handwritten pledge cards to ensure that they are legible and all the essential biographical information is present. Please add a name or address information if known so that we can record and send accurate reminders to the donor. If a partial name address is listed on the pledge card the donation will be listed under the parish record as an anonymous donation. See appendix for examples of pledge cards that need additional information.

STEP 2: Separate, bundle, and label, the pledge envelopes into their respective categories (Do not separate donor's checks for their pledge cards.)

- Cash Gifts (one-time)
- Cash Gifts (with remaining balance)
- Anonymous Cash (gifts from donors did not complete a pledge card name and/or address information is incomplete)
- Check Gifts (one-time)
- Check Gifts (with remaining balance)
- Credit Card Gifts
- New Pledge with no payment
- Recurring Gifts



STEP 3: Record the number of items enclosed, and the total amount pledged and paid to utilize the electronic form of the transmittal available on the “Resources Tab” of the Together in Mission website.

STEP 4: Make a copy/save an electronic copy of the transmittal for your records. Very Important!

STEP 5: Use the supplied Tyvek return envelopes to mail all bundled pledge cards with a completed transmittal.

STEP 6: Send your batches directly to LCI. Please note that batches mistakenly sent to the Together in Mission office will result in a delay of your batch being process.

HELPFUL TIPS WHILE BUILDING YOUR BATCH:

- Organization is key. Stay organized designating a place to create your batch.
- Do not wait until End-of-Year to submit batches.
- Study the training manual to learn the steps and requirements.
- Replace all cash from parishioners with a parish check.
- Do not staple or paper clip checks to pledge cards – this will delay the processing time of your batch!



How often does a parish need to send a batch?

THE FIRST FEW BATCHES ARE THE LARGEST AND WE ASK THAT A PARISH SUBMIT ITS FIRST BATCH BY **MARCH 8TH**. After the campaign launch, please send pledge cards/payments as they are received. (Weekly batches are appreciated). For security, please use the proprinted Tyvek envelopes for mailing.

LCI will process batches as they are received. The batch contents are verified against the transmittal to ensure that the total number of items we receive matches the amounts stipulated on the transmittal. If needed, corrections will be made and reflected on the "Donation Entry Report" emailed to the parish email address on the file with the Together in Mission Office when a batch has been processed.

IF THE BATCH IS COMPLETE

If the batch is complete and accurate, checks are deposited and all items are processed. The parish receives a "Donation Entry Report" after a batch has been processed.

IF CHANGES ARE NEEDED TO THE BATCH

If the parish check is "short," meaning it does not have enough funds to cover the entirety of the pledge cards included in

the parish batch, LCI will process as many items as possible and a representative from our office will contact the parish and return the items that represent the shortfall. These items can be included in the next batch from the parish.

If the parish check exceeds the amount represented by the pledge cards in the batch LCI will process the remaining funds as anonymous gifts on the parish's record.

WHEN THE DONOR NEEDS TO BE CONTACTED

If the donor failed to include a check, if there is an issue with his/her credit card, or the donor did not mark the appropriate fields on the pledge card stipulating an intent to pledge a specific amount, our office will contact the donor directly to correct the issue.

All batch discrepancies outlined above will be marked on the "Donation Entry Report."

PARISH REPORTS

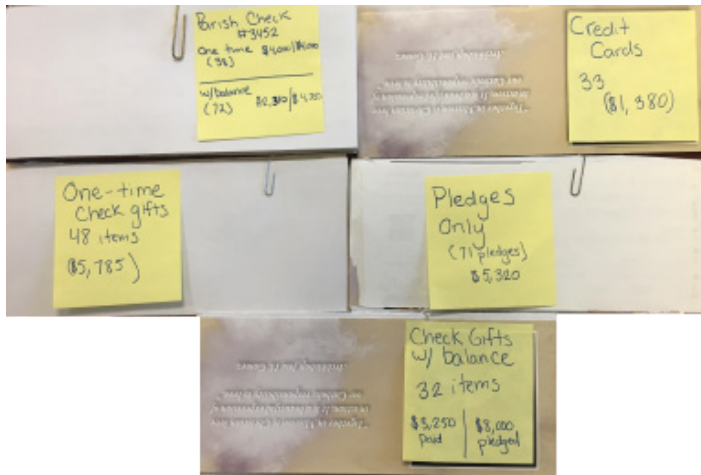
Parish reports will be available for review via the 2024 remote portal biweekly. Reports will be available on the Together in Mission website in the 2024 Remote Portal. Aces and Together in Mission passwords need to be refreshed to access your parish reports directly.

CONTACT OUR OFFICE WITH YOUR QUESTIONS CONCERNING THE OVERALL CAMPAIGN, BATCHES, AND PERFORMANCE REPORTS.

TOGETHER IN MISSION OFFICE
213-637-7672

APPENDIX

BATCH BUNDLES



2024 INPEW REMIT FORM

CITY OR ZIP CODE MISSING
→ (TIM OFFICE MUST HAVE AT LEAST ONE TO FIND OR CREATE NEW RECORD)

☐ I have given to the parish. ☐ My contact information has changed. ☒ My contact information has changed. ☐ My contact information has changed.

JOSEPH MARY SMITH
123 ORANGE GROVE
PASADENA 91107
213 637-7672

ASSUMPTION BVM

☐ Pledge ☒ Cash Gift ☐ Check enclosed payable to Together in Mission ☐ Check enclosed payable to United in Mission

☐ 1 installment ☒ 2 installments ☐ 3 installments ☐ 4 installments ☐ 5 installments ☐ 10 installments ☐ 15 installments

Total Pledge Promise Total: 300
Paid Today Pagado Hoy: 30
Balance Saldo: 270

Check Number Número de Cheque: J. SMITH

EXAMPLES OF "NEEDS MORE INFORMATION" INPEW REMIT FORM

EXPIRATION DATE MISSING ON CREDIT CARD

☒ I have given to the parish. ☐ My contact information has changed. ☐ My contact information has changed.

JOSEPH MARY SMITH
123 ORANGE GROVE
PASADENA 91107
213 637-7672

ASSUMPTION BVM

☐ Pledge ☒ Cash Gift ☐ Check enclosed payable to Together in Mission ☐ Check enclosed payable to United in Mission

☐ 1 installment ☒ 2 installments ☐ 3 installments ☐ 4 installments ☐ 5 installments ☐ 10 installments ☐ 15 installments

Total Pledge Promise Total: 300
Paid Today Pagado Hoy: 30
Balance Saldo: 270

Check Number Número de Cheque: J. SMITH

2024 TRANSMITTAL SHEET

TOGETHER IN MISSION
LOS ANGELES

Transmittal Sheet

*Payments ONLY to be applied toward pre-existing pledge.
**Cash gifts with no donor information.
***Pledge check amount should always = \$21 (Plus Enclosed Cash subtotal).
****Recurring gifts = Sustainer gifts - Monthly, Quarterly, Annually.

Parish Number: _____
Date: _____
Parish Name: _____
Prepared by: _____
Parish Batch Number: _____
Parish Checkoff: _____
***Parish Check Amount: _____

Gift Category	Gift Sub-Type	Number of Items	Amount Enclosed (\$)	Pledged/Paid Totals
Cash Gifts (Parish checkoff)	One-time gifts			
	Pledge with payment			
	Existing pledge payment**			N/A
	Anonymous Cash**			
Check Gifts	One-Time Gifts			
	Pledge with payment			
	Existing pledge payment**			N/A
	Check Subtotal			
Credit Cards	To be billed		N/A	
New pledge w/ no payment	New pledge w/ no payment		N/A	
Recurring gifts	Monthly, Quarterly, Annually			
Batch Total				

Please send to: Together in Mission P.O. Box 279 Kensington, CT 06037-9910

EXAMPLE OF #9 REMIT FORM (IMPORTANT: A LABEL WITH DONOR INFORMATION MUST BE PLACED ON THE BOX "AFFIX LABEL HERE" IN 2024. IF YOU DON'T HAVE A LABEL FOR A PARISHIONER PLEASE WRITE "N/A" IN BOX.

Affix Label Here (For Parish Use Only)

☐ My contact information has changed. ☐ Mi información de contacto ha cambiado.

First Name / Primer Nombre: _____
Second Name / Segundo Nombre: _____
Last Name / Apellido: _____

Address / Dirección: _____
City / Ciudad: _____
State / Estado: _____
Zip Code / Zona Postal: _____

Phone / Teléfono: _____
Mobile / Móvil: _____

Credit card OR to Parish / City / Province or to donor's or to Parroquia / Ciudad:

☐ Pledge ☐ Cash Gift ☐ Check enclosed payable to Together in Mission ☐ Check enclosed payable to United in Mission

☐ 1 installment ☒ 2 installments ☐ 3 installments ☐ 4 installments ☐ 5 installments ☐ 10 installments ☐ 15 installments

Card Number / Número de Tarjeta: _____
Expiration Date / Fecha de vencimiento: _____
Signature / Firma: _____

Suggested Pledge Promise-Donación: _____
☐ \$200 a year or \$15 a month
☐ \$250 a year or \$18 a month
☐ \$300 a year or \$22 a month
☐ \$350 a year or \$26 a month
☐ \$400 a year or \$30 a month
☐ Other One _____

Total Pledge Promise Total: _____
Paid Today Pagado Hoy: _____
Balance Saldo: _____
Check Number Número de Cheque: _____

Important: Please note that if possible please place donor label in upper left hand corner of inpew remit form in order to prevent the duplication of donor records. If donor label can not be found, please write "N/A" in white square.