Where does my money go when I give it to the Annual Catholic Appeal?

Ministries of the Church in Western Washington

Archdiocese of Seattle
710 9th Ave
Seattle, WA 98104
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INTRODUCTION

When you give a gift to the Annual Catholic Appeal, your money goes to two kinds of ministries for the Archdiocese, external and internal. Both need each other to survive and stay functional. Your Appeal dollars are distributed among all the services and ministries on the following pages. Careful budgeting and monitoring is used for greatest efficiency. All ministers, employees of the Chancery & Archdiocesan organizations, trained and dedicated volunteers, the religious and laity, do God’s work with enthusiasm and devotion.

The internal ministries are the everyday operations of office work and maintenance that support and coordinate the external ministries that are more visible: ministries such as Catholic Community Services and Catholic Schools.
From all of us on the Annual Catholic Appeal team, we want to thank you for your support of this year’s campaign. Together we can all make it happen! Continue to keep the Church in Western Washington in your hearts and in your prayers. We hope you will find this booklet a resourceful tool. If we can be of any assistance, please call.

~Thank You

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Catholic Community Services of Western Washington (CCSWW) is the largest local private provider of assistance to poor and vulnerable people in the State of Washington. It includes 12 family centers located throughout Western Washington. Each Family Center is a human services center providing a variety of human services in the community in which they are located. Family Centers are located in Bellingham, Mt. Vernon, Everett, Seattle, Bellevue, Kent, Tacoma, Bremerton, Aberdeen, Olympia, Longview and Vancouver. The Family Centers are multi-service centers providing a variety of human services in the communities in which they are located. Each Family Center is different but the array of programs provided throughout Western Washington through the Family Centers includes adoption, foster care, pregnancy support, emergency assistance, addiction recovery services, case management, meal programs, family support, child care, counseling, children’s mental health services, addiction recovery services, immigration services, eviction prevention, emergency services, shelters, transitional housing and permanent housing.

CCSWW also includes 3 specialized service systems. These include (1) the Long Term Care System which provides a broad continuum of services including home care and meals to the elderly and disabled throughout Western Washington; (2) the Family Preservation System which provides an array of mental health and social supports to children, youth and families with multiple and complex needs and severe histories who tend to be involved with multiple child-serving systems. The Family Preservation System provides services in King County and throughout Southwest Washington; and (3) the Chemical Dependency System which provides addiction recovery services to individuals who live north of King County.

Catholic Housing Services (CHS), formerly known as the Archdiocesan Housing Authority, provides permanent housing in approximately 45 sites located throughout Western Washington.

CCSWW/CHS annually serves tens of thousands of persons through more than 140 programs.
OFFICE OF THE VICAR FOR CLERGY

Assists the Archbishop in providing oversight and coordination of services and programs that promote and support the development of priests, seminarians, deacons, deacon candidates, and vocations to the priesthood and diaconate. Provides comprehensive support to clergy and other pastoral leaders in parishes and faith communities. Assists the Archbishop in ensuring pastoral care of parishes and faith communities by serving pastors, staffs, and consultative leadership.

**Seminarian Services** assists the Archbishop in coordinating the assessment, selection, formation, education, and ordination of candidates for the priesthood in the Archdiocese of Seattle.

**Vocation Services** seeks to create an awareness and promotion of vocations to the priesthood and religious life, and encourages and supports local parishes, groups and individuals in carrying out their responsibility for promoting Church vocations.

**Priest Services** assists the Archbishop in the placement, support, and development of priests in their personal lives and pastoral assignments.

**Deacon Candidate Services** assists the Archbishop in the discernment of candidates for the permanent diaconate, their academic, spiritual and pastoral formation, and their placement following ordination.

**Deacon Services** assures the continuing development and support of deacons in their personal lives and pastoral assignments.

**Continuing Formation of Clergy Services** is a service that plans programs for new priests, new pastors, extern priests, and the ongoing formation of priests and deacons.

**Cultural & Ethnic Ministry Services** responds to the varied needs of cultural and ethnic communities through the assessment of needs, the development of resources and the coordination of Archdiocesan responses. Staff members serve as consultants and resources to communities including African, African American, Black Catholic, Asian Pacific, European/Eastern European, Hispanic/Latino, and Native American.

**Leadership Ministry Services** provides training and support to pastors, parish staff, and consultative leadership through a variety of leadership development resources. Services include training and formation for pastoral councils, finance councils, and commissions, and assisting parishes, faith communities and pastors when there is a transition in leadership.
Pastoral Care Services is a service of the Office of the Vicar for Clergy providing training and support to pastors and other pastoral leaders through a variety of pastoral care services. Provides resources to and serves as a liaison for deaneries.

Hospital Ministry Services provides support to those in hospitals who are in need of hope and comfort.

Criminal Justice Services provides pastoral care of victims/survivors of crime and their families and the incarcerated and their families.

The Archdiocese contributes funds to cover the unfunded portion of the priests defined benefit pension plan. The Archdiocese covers medical expenses, including extraordinary nursing home care, for Retired Priests and retired Archbishops. The Archdiocese also provides an annual contribution to the National Sisters Retirement fund to assist retirement needs of sisters both in this diocese and throughout the country.

The Schools Department provides administrative, academic and marketing support for the 62 Catholic elementary schools and 11 Catholic high schools in the Archdiocese of Seattle, and raises awareness of the mission and contribution of Catholic education in Western Washington.

Assists the Archbishop in supporting ordained, religious, and lay ministers and employees. Implements and administers lay personnel policies, compensation plans for ordained ministers, religious, and lay employees, and ministerial responsibility training for all diocesan employees and volunteers. Oversees the safe environment program and compliance program.

The Office of Communications assists the Archbishop in his efforts to communicate with the public through mass media and the media programs of the Archdiocese of Seattle. Office functions include media relations, graphic services, Web management, The Catholic Northwest Progress and administrative support services.
ADMINISTRATION AND FINANCE DEPARTMENT

The **Office of Administration and Finance** assists the Archbishop in managing the business and financial affairs of the Archdiocese, including fundraising, property and construction, and parish financial services.

The **Accounting Office** provides accounting services to Chancery departments, the Archdiocesan Endowment Fund and the Annual Catholic Appeal. Also acts as an information resource for parishes regarding payroll taxes.

The **Office of Property & Construction** facilitates construction projects, property purchases and sales, easements, real property taxes, tax exemption, property management and maintenance, leases, and asbestos and hazardous materials matters.

The **Stewardship and Development Office** supports the Archdiocesan Development Mission of delivering one coordinated voice focused on increasing Catholic giving.

The **Annual Catholic Appeal Office** plans, coordinates, and executes the Archdiocesan Annual Catholic Appeal which provides financial resources for numerous ministries and services throughout Western Washington.

The **Parish Stewardship Office** assists parishes in fostering stewardship as a way of life among their parishioners. Provides resources to help parishes with the stewardship yearly renewal of time, talent and treasure.

The **Parish Financial Services Office** assists parishes and faith communities in all phases of financial management and operations. Operates the Archdiocesan savings and loan system and is responsible for the Archdiocesan insurance programs. Facilitates stock donations for parishes and schools.

SEATTLE METROPOLITAN TRIBUNAL

Assists Pastors and other offices in their pastoral care of the married and divorced. The **Tribunal**, in accordance with the judicial and administrative procedures as required by the Code of Canon Law, examines prior marriages in order to clarify the parties’ marital status and determine their freedom to remarry in the Catholic Church. In addition, the Judicial Vicar provides canonical resources, consultation and training to the Archbishop, central agencies, parishes and Catholic faithful.
**CHANCELLOR’S OFFICE**

The **Chancellor’s Office** assists the Archbishop in delegated canonical functions and records management, and includes the Archdiocesan Archives. The **Archives** serves the Church in Western Washington through the acquisition, organization, preservation, and provision of appropriate access to the official records of the Archdiocese and other records which reflect the ministry of the Catholic Church in the Northwest. The Archives supports parishes, faith communities and schools in their efforts to establish and maintain current and historical records.

**OFFICE OF CATHOLIC FAITH FORMATION**

Provides oversight and planning of standards, policies and programs of **Catholic Faith Formation** for all lay ministers and the faithful of the Archdiocese and implements programs for lay ministers. The office includes **Catholic Social Teaching, Cultural and Ethnic Faith Formation, Family Life, Lay Ecclesial Ministry, Library Media Center, Parish and School Faith Formation (Religious Education) and the Missions Office.**

**CHANCERY OPERATIONS/PLANNING AND RESEARCH**

The **Chancery Operations Department** assists the Archbishop in coordinating the overall management of the Chancery in support of the Archbishop’s ministry and his priorities for the Archdiocese.

The **Planning and Research Department**, using a variety of methods and disciplines, promotes shared responsibility in the Archdiocese through participative planning.

The **Information Technology Department** provides computing, voice and copier services for the Chancery. Acts as the focal point for all technology related matters for the Chancery and the Archdiocese.

**OFFICE FOR YOUTH AND YOUNG ADULT EVANGELIZATION**

Provides programs, services, and resources to minister to diverse youth and young adults within our local Church. This ministry works to implement the priorities set forth by the Archbishop and the Archdiocesan Pastoral Council. The office offers archdiocesan-wide special events, as well as service, retreat, and leadership development programs. **Catholic Youth Organization (CYO)** is a vital and energetic ministry offering athletic programs, camping, environmental education, and scouting.
Campus Ministry Centers in Western Washington administer sacraments to students, and also provide social, spiritual and community outreach programs students who may be far from their own family and parish.

LITURGY OFFICE

The Liturgy Office extends the ministry of the Archbishop as moderator of the liturgical life of the Archdiocese of Seattle. The responsibilities of the Liturgy Office include: the implementation of universal and particular norms for the Roman Rite; the direction and preparation of all episcopal liturgies; the formation and education of liturgical ministers; consultation on all church building and renovation projects; and directing the work of the Archdiocesan Liturgical Commission.

OFFICE OF THE ARCHBISHOP

The Archbishop exercises overall pastoral responsibility and spiritual leadership for the entire Church in Western Washington with the assistance of an auxiliary Bishop by preaching, teaching, and overseeing celebration of the liturgy and sacraments, and by administering the temporal affairs of the Archdiocese.

Archbishop’s Delegate for Religious and Ecumenical and Interfaith Dialogue assists the Archbishop in providing for communication and relationships with the religious communities of men and women living and serving in ministries in the Archdiocese. The Office works closely with the Leadership Conference of Women Religious on the local, regional and national levels as well as with the Vocation and Formation Conferences and the regional and national conferences of Vicars for Religious. The delegate also assists the Archbishop in educating parishes and faith communities regarding the Church’s teaching on Ecumenism and Inter-faith relationships. At the direction of the Archbishop, the Office provides and promotes programs and events that further the Church’s mission toward Christian Unity and Inter-faith Dialogue on local, regional, and Archdiocesan levels.
STATE & NATIONAL CHURCH RESPONSIBILITIES

Washington State Catholic Conference (WSCC)

As the largest of the three dioceses in Washington State, the Archdiocese contributes a proportionate share to operations of the Washington State Catholic Conference (WSCC). The WSCC serves as the public policy office for the three Catholic dioceses in Washington State and represents the interests of the Catholic Church in Washington State to the state's legislative and executive branches in Olympia as well as to our congressional delegation in Washington, D.C. The WSCC works with a consistent ethic of life as an advocate for Catholic teaching in areas of social and economic justice, private schools, health care and social services, as well as other topical issues. It also serves to coordinate interdiocesan programs among the three dioceses, as requested, and to represent the state Catholic community on statewide interreligious bodies.

United States Conference of Catholic Bishops (USCCB)

The Archdiocese contributes each year to the United States Conference of Catholic Bishops (USCCB). The USCCB is the organization through which the American bishops cooperate collegially at the national level in their pastoral mission as bishops. The USCCB is the official lobbying organization on behalf of the American bishops with the United States government. The Archdiocese also contributes to the support of Catholic University.