



**BISHOP BUDKA EPARCHIAL
STEWARDSHIP SOCIETY INC.**

**Volunteer Guide Book:
Making the Ask**

As a volunteer fundraiser with the Ukrainian Catholic Eparchy of Saskatoon, you play a critical role in the success of our Eparchial Appeal. Prospective donors are members of your parish who serve your community in varied ways. The appeal needs your dedication and support as a volunteer to effectively reach out to all potential donors.

Support Materials

This “Making an Ask Guide Book” provides you with important support materials to assist you in making your calls to prospective donors.

Eparchial Appeal Vision and Brochure

The Eparchial Appeal brochure provides an overview of the reasons for the Together in Christ Eparchial Appeal, including this vision:

To inspire and activate a spirit of renewal and evangelical zeal within the Ukrainian Byzantine Catholic tradition in the Eparchy of Saskatoon, there is a great need for more resources to fund much-needed initiatives and ministries that will support and assist parishes and families across our eparchy.

If we don't step up to help our eparchy accomplish this mission of putting the Sobor in Action, then who will?

Annual Eparchial Appeal Goal for 2017

The directive that we have is very clear. We are called to build and maintain our Ukrainian Catholic Church and Faith in Saskatchewan through the concept of “vibrant parishes”. The various SOBORS of our Faithful held in previous years provide us with a clear road map as to how this mission will be accomplished. Building and maintaining “vibrant parishes” is essential to our unity and even to the preservation of our Ukrainian Catholic Church. Building and maintaining “vibrant parishes” is hard work and requires significant resources. This 2017 Eparchial Appeal will serve to provide those resources to our Eparchy.

The Eparchial Appeal brochure helps you answer questions about the vital annual campaign and describes the varied ways parishioners can give. For further information, see the following programs and initiatives based on the recommendations, objectives and action items identified by the faithful as confirmed in the SOBOR II document.

Adult Faith Formation Program - \$60,000

The Adult Faith Formation Program began in January 2016. Coordinators of this program are the Sisters Servants of Mary Immaculate and Eparchial Lay Formation Alumni in Yorkton. The need for such a program became evident as more and more people requested Adult Faith Formation in Yorkton and the surrounding area. The program teaches us about the sources of Christian faith, offers insights into how to live a Christian life through five basic stages of Christian conversion: scripture, spirituality, liturgy, theology and ministry. As graduates deepen their relationship with

Jesus and others they are invited to participate in the Pastoral Ministries within their parishes or assist with various Ministries in our Eparchy.

The Adult Faith Formation program was initially offered just in Saskatoon. With the financial support of the Eparchial Appeal, participation in the Adult Faith Formation Program has been amazing. In 2017 and 2018, the second phase of the program will be offered in the Yorkton Deanery and the first phase of this program will be offered in Regina Deanery, and the program will continue in Saskatoon's Deanery.

- The funding amount allocated to this program represents approximately 40% of the cost of offering the program in the three Deaneries.

“Crown Them with Honor & Glory” Marriage Preparation Program - \$10,000

This program, written and developed by the Family & Life Office staff, was piloted in Saskatoon in 2016 with exceptional results. It is a specifically Ukrainian Catholic Marriage Prep focused on our traditions and spirituality and will speak to 21st century North American couples, even if not from a Ukrainian Catholic background, as it deals with the important contemporary issues facing marriage today. The goal is to have this program published, and packaged along with training sessions for clergy and lay leaders so it could go out to the Parishes throughout the Eparchy enabling them to present this program in their specific locale. The Family & Life Office are prepared to offer this program and/or training throughout the Eparchy if they are requested to do so.

- The funding amount designated for this program is for development costs and materials, and for administrative costs allocated to the preparation of the program.

“My Family Home – Witnessing to Christ” Program - \$10,000

This initiative, a follow-up to “My Family Home—A Place to Encounter the Living Christ”, will be delivered by the Family & Life Office staff. The ‘My Family Home’ series offers the faithful current reflections on building vibrant parishes from the foundation of strong and faith filled families. The ‘Witnessing to Christ’, is the second instalment of this initiative. It is designed to help parents and grandparents with practical information and suggestions to deal with children or grandchildren who for several reasons have chosen to move away from a life of faith and our Church.

- The funding amount designated for this program is for the development and preparation of materials and videos, both in regular form and for on-line access, and for travelling expenses to present this program to Parishes throughout the Eparchy.

“Dying Healed” Program - \$10,000

This is a new initiative developed and being piloted in BC and Saskatchewan by Life Canada. Family and Life Office staff will be trained to deliver seminars to volunteers in hospitals, nursing homes and all interested persons in the Eparchy. This program will also be available to those who may be accompanying friends or family members on the journey of life we call dying. This is not meant to replace other volunteer training programs but to supplement these with specific information to deal with our current environment of assisted suicide and euthanasia. It will cover such topics as an intro to end of life of issues, human dignity and meaning in human suffering, and the ‘power of presence’ as well as practical case studies.

- The funding amount designated for this program is for the delivery of the program, including travel expenses to deliver it throughout the Eparchy.

“Transition of Life” Program - \$10,000

This program is being developed and delivered as a project of the Family & Life Office as Family Ministry for the benefit of seniors, those with special needs and the family members that assist in their care. As the faithful of our Parish transition from one stage of life into another there is an enormous amount of information and guidance that is required to make sound and rational decisions. Navigating the sources of information and assistance in these matters can seem overwhelming and at times, and intimidating. Through a series of live presentations, and through webinars, this program will provide this information on various topics, to those in ministry and the faithful throughout the Eparchy.

- The funding amount designated for this program is for the development and preparation of materials used for presentation, in addition to the webinars. The cost of contract personnel and travel will be included.

Youth Ministry - \$20,000

The Youth Ministry has three initiatives that will be funded by the 2017 Appeal.

- Unity 2017 Muenster. This event promotes spiritual growth, leadership and relationship building.

- Support for St. Michael’s Camp at Madge Lake and St. Volodymyr Camp in Saskatoon.
- Develop a pilot project in establishing a High School Youth Group in the Saskatoon High Schools. It is the intention to expand this program to other centers in the Eparchy once the pilot has been successfully completed.

Ukrainian Catholic Religious Education Centre “Christ Our Pascha” Catechism Program - \$20,000

“Christ our Pascha”, the Catechism for the Ukrainian Catholic Church writes about Catechesis: *“...the goal of Catechesis is to teach and to form Christians in the faith, leading them into fellowship with Jesus Christ and the Church Community.” (Christ our Pascha #54).*

The Catechism of the Ukrainian Catholic Church referred to as “Christ Our Pascha – The Faith of our Church” continues to be available through the Ukrainian Catholic Religious Education Centre. This Catechism is also being taught by Hieromonk Greg Hrynkiw, ASTH, throughout the entire Eparchy

- The funding amount designated for this program is for the expenses incurred in teaching these Catechism sessions.

Communications Office - \$40,000

To have a vibrant Parish and a vibrant Eparchy, the communication line between the Eparchy and the Parishes must be enriched. The objective of the Communications Office is to establish a more effective, yet efficient communication line between the Chancery Office and the faithful of our Eparchy.

- The funding amount designated for the Communication Office will be for expenses incurred in the establishment of an effective line of communication throughout the Eparchy.

Livestreaming Sunday Liturgies - \$20,000

Using the current technological tools, the goal of this initiative is to livestream Sunday Liturgies through the Internet to give the faithful who are not able to attend Sunday Liturgy in Church the opportunity to participate in the Divine Liturgy through this medium. In an ideal environment, Extra-Ordinary Eucharistic Ministers could offer to go to these people to give them Holy Communion. Dormition of the Blessed Virgin Mary Parish in Saskatoon has been offering a livestream video of their Sunday Liturgy. There is a good number of people participating in this

Liturgy. The intent of this initiative would be to enhance this offering, and perhaps offer additional liturgies from other Parishes.

- The funding amount designated for this initiative will cover the costs of equipment and set-up.

Bishop Budka Eparchial Stewardship Society Inc (BBESSI) - \$20,000

There are expenses involved in conducting this Appeal. In 2016, the cost to run this Appeal was just under \$24,000. As we conduct this Appeal from year to year, we get more familiar with the processes and become more efficient.

- The funding amount designated for BBESSI will be enough to cover the costs for 2017.

WAYS TO GIVE

Donors have several options when giving a gift.

One-time gift

- ✓ Cash
- ✓ Cheque (**Make cheque payable to Bishop Budka Eparchial Stewardship Society – BBESSI**)
- ✓ Post-dated Cheque
- ✓ Direct Deposit (Include a void cheque or complete bank information on pledge form)
- ✓ Credit Card (Visa or Mastercard)
- ✓ Online – www.bbessi.org

Pledge

Many people find that they can participate at a greater gift level if they make payments over a period of time, up to twelve months. These pledges may be made using the following methods:

- ✓ Direct Deposit (Include a void cheque or complete bank information on pledge form). Payments will be taken out of the account on the first day of the month.
- ✓ Credit Card (Visa or Mastercard). Payments will be taken out of the account on the first day of the month.
- ✓ Post-dated Cheques (Make cheques payable to: **Bishop Budka Eparchial Stewardship Society, Inc. BBESSI**). (Please discourage post-dated cheques. Instead encourage payments through the Direct Deposit system).
- ✓ Online – www.bbessi.org

TIPS ON SUCCESS ON THE PHONE OR FACE-TO-FACE

- **As a volunteer, you need to make your own gift before making any calls.** This will give you credibility and show support of your faith community through the Eparchy Appeal.
- **Be clear** – Speak slowly. Fight the tendency to speed up as you proceed through your calls. Remember, each person you call is hearing you for the first time.
- **Be friendly** – Remember that you have much in common with each person you are calling, even if you may have never met: your Catholic faith, membership in your parish, shared sacraments.
- **Be confident** – Relax and be yourself.
- **Make connections** – Try asking some of these questions to assist you with this: Have any of your children been confirmed by our Bishop?
 - ✓ Has anyone from your parish attended the Lay Formation Program?

- ✓ Have families in your parish benefited from Family Life Office programs and resources that support strong Catholic families and marriages.
- ✓ Have any young people from your parish attended youth programs or rallies supported by our Youth Ministry Office at the Eparchy?
- ✓ Have people in your parish benefited from the development of leaders including clergy, laity, eparchial?
- ✓ Have you observed the importance the Ukrainian Catholic Religious Education Centre promoting and study of “Christ Our Pascha” and engaging in continuing education, prayer with icons, catechism etc.
- **Know your information** – Be aware what the Ukrainian Catholic Eparchy is all about and try to find some connections between your parish and the ministries supported by the Eparchy. Understand the importance of the appeal in ensuring the Eparchy can
 - ✓ meet the ever-changing needs of parishes and families and,
 - ✓ follow up on the priorities and initiatives identified through the Sobor.
- **Ask for a Donation** – It’s a fact – the **number one reason that people give** to any cause is NOT because they get a tax break, not because they feel guilty, and not because they love the brochure. **IT IS BECAUSE THEY WERE ASKED** respectfully and directly by a peer in their community who has already made their own financial commitment to the campaign.
- **Answer questions:** The annual appeal supports the work of the Ukrainian Catholic Eparchy of Saskatoon and will serve as a major source of funding for many good works of our faith community. This involves meeting the needs of parishes and families, along with follow up to Sobor to enhance The Vibrant Parish: A Place to Encounter the Living Christ.
- **Say thank you.** Whether a parishioner makes a financial commitment or not, thank him/her for taking the time to listen. If they want time to think, arrange a time to make a second contact. Upon receipt of a gift, the Annual Appeal office will issue a receipt for the donation at year end.

Tax Benefits

Gifts to the Bishop Budka Annual Eparchial Appeal are tax deductible as allowed by the Canada Revenue Agency (CRA). The following chart provides after tax costs of donations made at specific levels. Note that this is just a guideline and that parishioners with specific questions regarding tax deductibility should contact their tax advisors.

Donation Amount	Fed. Tax Credit for Donation	SK Tax Credit for Donation	Combined Tax Credit	Cost to Donor	Based on 12 month pledge – cost per month
\$10,000	\$2872	\$1492	\$4364	\$5,636	\$469.67
\$5,000	\$1,422	\$742	\$2,164	\$2,836	\$236.34
\$2,500	\$697	\$367	\$1064	\$1436	\$143.60
\$2,000	\$552	\$292	\$844	\$1156	\$119.67
\$1,000	\$262	\$142	\$404	\$596	\$49.67
\$750	\$189.50	\$104.50	\$294	\$456	\$38.00
\$500	\$117	\$67	\$184	\$316	\$26.34
\$250	\$44.50	\$29.50	\$74	\$176	\$14.67
\$100	\$15	\$11	\$26	\$74	\$6.17

A Donor Bill of Rights

PHILANTHROPY is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To ensure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the non-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

I.

To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.

II.

To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities

III.

To have access to the organization's most recent financial statements.

IV.

To be assured their gifts will be used for the purposes for which they were given.

V.

To receive appropriate acknowledgement and recognition.

DEVELOPED BY:

Association of Fundraising Professionals (AFP)
Association for Healthcare Philanthropy (AHP)
Council for Advancement and Support of Education (CASE)
Giving Institute: Leading Consultants to Non-Profits

VI.

To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.

VII.

To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.

VIII.

To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.

IX.

To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.

X.

To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

ORIGINALLY ENDORSED BY:

Independent Sector
National Catholic Development Conference (NCDC)
National Committee on Planned Giving (NCPG)
Council for Resource Development (CRD)
United Way of America

FREQUENTLY ASKED QUESTIONS

The Together in Christ: The Annual Eparchial Appeal supports the work of the Ukrainian Catholic Eparchy of Saskatoon and will be a major source of funding for the many ministries, programs and good works of our faith community.

What is the goal of the 2017 Annual Eparchial Appeal?

The overall goal for the 2017 Eparchial Annual Appeal is \$220,000. It is the primary source of funding for the many eparchy-wide ministries and programs provided by the Ukrainian Catholic Eparchy of Saskatoon. With the Sobor priority-setting process wrapping up and needs of our faith family continuing to grow, the success of the appeal is even more essential.

One of the initiatives supported by the 2017 Annual Eparchial Appeal will be to help defray a portion of the costs to administer the Appeal. However, the funds raised will be first allocated to all the other Eparchial Ministries identified as receiving support from the proceeds of the Appeal before any funds are made available to the BBESSI initiative.

I give to my Parish why should I give to the Annual Eparchial Appeal?

While support of your parish is very important, it is also important to remember how vital the eparchy is to the life of all parishes. The programs supported by the Annual Eparchial Appeal are invaluable to our entire faith community, as well as others who turn to the Eparchy of Saskatoon. The Eparchy serves the spiritual needs of 3129 Ukrainian Catholic families who worship in parishes through the province. By working together, we can do more than any one parish can do alone.

As each parish differs from the others, individual appeal goals have been set for each. See pages 29 and 30 for samples.

This is a lot for my family to handle right now.

Your gift should be determined after prayer for God's guidance. We only ask that you consider a gift that reflects your financial capacity. Keep in mind that gifts may be pledged over several months (up to 12). Every gift is important as we come together around common faith goals.

Why are pledges emphasized?

The Annual Eparchial Appeal emphasizes gifts over a period of time because it enables individuals and families to consider a larger commitment – and more significant impact – than when making a one-time contribution. A pledge enables you to be kind to your budget, make the most of your generosity, provide timely income to the eparchy, and make the fulfillment of your gift more manageable.

Is my pledge legally binding?

No. A pledge is a commitment made under a set of circumstances. If those circumstances change, you may adjust the pledge payments and/or balance accordingly.

SAMPLE PARISH GOAL CHARTS

Parish Goal - \$28,200			Average Donation - \$195		
Gift Range	No. Gifts required	No. Prospects required	Subtotal	Cumulative total	Cumulative percentage
\$10,000.00	0	0	\$0.00	\$0.00	0%
\$5,000.00	1	15	\$5,000.00	\$5,000.00	18%
\$2,500.00	1	15	\$2,500.00	\$7,500.00	27%
\$1,000.00	3	12	\$3,000.00	\$10,500.00	37%
\$750.00	2	10	\$1,500.00	\$12,000.00	43%
\$500.00	10	40	\$5,000.00	\$17,000.00	60%
\$250.00	20	80	\$5,000.00	\$22,000.00	78%
\$100.00	35	105	\$3,500.00	\$25,500.00	90%
\$50.00	35	105	\$1,750.00	\$27,250.00	97%
\$25.00	38	50	\$950.00	\$28,200.00	100%
TOTALS	145	432		\$28,200.00	

Parish Goal - \$14,600			Average Donation - \$203		
Gift Range	No. Gifts required	No. Prospects required	Subtotal	Cumulative total	Cumulative percentage
\$1,500.00	1	3	\$1,500.00	\$1,500.00	10%
\$1,000.00	1	3	\$1,000.00	\$2,500.00	17%
\$750.00	2	6	\$1,500.00	\$4,000.00	27%
\$500.00	3	9	\$1,500.00	\$5,500.00	38%
\$350.00	2	6	\$700.00	\$6,200.00	42%
\$250.00	14	42	\$3,500.00	\$9,700.00	66%
\$150.00	16	48	\$2,400.00	\$12,100.00	83%
\$100.00	20	60	\$2,000.00	\$14,100.00	97%
\$50.00	8	24	\$400.00	\$14,500.00	99%
\$25.00	4	12	\$100.00	\$14,600.00	100%

Parish Goal - \$7,250**Average Donation - \$201**

Gift Range	No. Gifts required	No. Prospects required	Subtotal	Cumulative total	Cumulative percentage
\$1,500.00	0	0	\$0.00	\$0.00	0%
\$1,000.00	1	5	\$1,000.00	\$1,000.00	14%
\$500.00	5	15	\$2,500.00	\$3,500.00	48%
\$250.00	5	15	\$1,250.00	\$4,750.00	66%
\$200.00	7	21	\$1,400.00	\$6,150.00	85%
\$100.00	6	15	\$600.00	\$6,750.00	93%
\$50.00	8	19	\$400.00	\$7,150.00	99%
\$25.00	4	12	\$100.00	\$7,250.00	100%
TOTALS	36	102		\$7,250.00	

Parish Goal - \$1,525**Average Donation - \$153**

Gift Range	No. Gifts required	No. Prospects required	Subtotal	Cumulative total	Cumulative percentage
\$1,500.00	0	0	\$0.00	\$0.00	0%
\$1,000.00	0	0	\$0.00	\$0.00	0%
\$500.00	1	3	\$500.00	\$500.00	33%
\$200.00	3	293	\$600.00	\$1,100.00	72%
\$100.00	3	9	\$300.00	\$1,400.00	92%
\$50.00	2	5	\$100.00	\$1,500.00	98%
\$25.00	1	2	\$25.00	\$1,525.00	100%
TOTALS	10	28		\$1,525.00	

Parish Goal - \$425**Average Donation - \$106**

Gift Range	No. Gifts required	No. Prospects required	Subtotal	Cumulative total	Cumulative percentage
\$1,500.00	0	0	\$0.00	\$0.00	0%
\$1,000.00	0	0	\$0.00	\$0.00	0%
\$500.00	0	0	\$0.00	\$0.00	0%
\$200.00	1	3	\$200.00	\$200.00	47%
\$100.00	2	4	\$200.00	\$400.00	94%
\$50.00	0	0	\$0.00	\$400.00	94%
\$25.00	1	1	\$25.00	\$425.00	100%
TOTALS	4	8		\$425.00	

Pledge Form

Please return your pledge to your parish



Contact Information

Name: _____ Date: _____

Address: _____

Town/City: _____ Prov: _____ Postal Code: _____

Email address: _____ Phone #: _____

Parish: _____

Pledge Statement

I /We pledge a total gift of ___ \$100 ___ \$250 ___ \$500 ___ \$1,000 Other \$ _____
to the Ukrainian Catholic Eparchy of Saskatoon Annual Eparchial Appeal payable over up to 12 months.

Amount Enclosed: \$ _____

Balance Due \$ _____

Please make cheques payable to **Bishop Budka Eparchial Stewardship Society, Inc. BBESSI**

_____ Post-dated Cheques

_____ (# of cheques) enclosed for a total of \$ _____

_____ Pre-Authorized Debit

I authorize the Bishop Budka Eparchial Stewardship Society to deduct \$ _____ from my bank account on the 1st day of each month for _____ months, beginning in the month of _____

Please complete the information below or enclose a VOID personalized cheque.

Institution	Branch ID	Account Number
0		

Signature: _____

_____ Credit Card

_____ Visa

_____ Mastercard

I authorize the Bishop Budka Eparchial Stewardship Society to charge \$ _____ to my credit card, the 1st day of each month for _____ months, beginning in the month of _____

Card #	Exp Date

Signature: _____

Please return your pledge to the BBESSI Office or your Parish

NOTES
