



# Bishop's Annual Appeal

FOR CATHOLIC MINISTRIES



# 2026 Leadership Manual

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Dear Coworkers in Christ,

In the Sermon on the Mount, Jesus gave us the Beatitudes, a roadmap to holiness and a vision for building the Kingdom of God here on Earth. **“Blessed are the poor in spirit... Blessed are the merciful... Blessed are the peacemakers...”** (Matthew 5). Each Beatitude reveals God’s promise of blessing and calls us to live as disciples filled with hope, mercy, and generosity. Through your generous support of the **2026 Bishop’s Annual Appeal for Catholic Ministries**, you help make that vision a reality throughout the Diocese of Dallas.

As your Bishop, I have the opportunity to see these blessings alive every day in the Diocese of Dallas. I see **the merciful** who bring Christ’s consolation to the homebound, the sick, and those on the margins. I see **those who hunger and thirst for righteousness** when Catholic education, faith formation, and campus ministry provide young people with the truth and beauty of the Gospel. I see **the clean of heart** when seminarians, diaconal candidates, and those discerning religious life dedicate their lives to serving God’s people. I see **the peacemakers** when our parishes and diocesan ministries foster unity across cultures, languages, and traditions, building up the one Body of Christ.

This is the work you are making possible through the **Bishop’s Annual Appeal for Catholic Ministries**. Through the appeal, we are living the Beatitudes together and embracing our apostolic mission. As the Diocese of Dallas continues to grow, so does the urgency in raising funds to keep pace with our responsibilities. As we meet the needs of the faithful who reside in the nine counties of the Diocese of Dallas, we recognize that the Lord calls us to participate in the good work of our parishes, schools, entities, and ministries of the Diocese.

I am deeply grateful for your generosity, your prayers, and your witness of faith. Together, we are living out the Beatitudes in classrooms, parishes, and homes throughout the Diocese. Through your partnership in our shared mission, you are bringing people to Jesus Christ and Jesus Christ to His People.

Please know that you and your loved ones are in my prayers, and I ask for God’s blessing upon you, your loved ones, and all those impacted by the **Bishop’s Annual Appeal**.

Faithfully yours in Christ,

Most Reverend Edward J. Burns  
Bishop of Dallas

# Bishop's Annual Appeal Overview

## Diocese of Dallas Accounting and Finance Policies and Procedures

Each pastor, priest, and pastoral administrator has an important responsibility to actively support the Bishop's Annual Appeal for Catholic Ministries and to diligently solicit the support of the faithful to this annual campaign. The success of this effort is not possible without the support of our clergy and their business managers who assist in executing the efforts each year.

The Diocese of Dallas continues to grow, and so does the urgency in raising funds to keep pace with our responsibilities. As we meet the needs of the faithful who reside in the nine counties of the Diocese of Dallas, we recognize that the Lord calls us to participate in the good work of our parishes, schools, entities, and ministries of the Diocese. We must continue to commit to advancing the Apostolic mission of the Church in North Texas.

In order to accomplish and support the Diocese of Dallas's ministry outreach through the Pastoral Center, the Diocesan Office of Development calculates the parish goals and after consultation with the Presbyteral Council and with the authorization of the Bishop, the overall diocesan Bishop's Annual Appeal goal is established. The parish goal is calculated on a three-year average of the total commitments for the Bishop's Annual Appeal per parish.

The Office of Development provides a detailed calendar of all Appeal activities, deadlines, instructions, and assistance to each parish. Additionally, the Office of Development records all gifts and pledges, sends acknowledgements, statements, reminders, and other follow up to individual donors. The Office of Development also provides reporting to each parish on the progress of the Appeal's efforts including total commitments, gifts received, and percentage of parish participation.

We recognize and thank each parish for their partnership in advancing the Apostolic mission of the Church in the Diocese of Dallas. We are grateful for the generosity and faithfulness of your parish community and the impact you make possible in the shared ministry of Diocese of Dallas in advancing the Gospel of Jesus Christ.

# Case for Support

## \$9.0 Million Total 2026 Annual Appeal Goal

Your gift to the 2026 Bishop's Annual Appeal supports essential programs and ministries, including:

### Catholic Education – 13%

- Professional Development for Educators
- Catholic School Programs
- School Ministry
- Diocesan High School Scholarships

### Community Outreach – 12%

- Catholic Charities Dallas
- Evangelization
- Saint Raphael Retreat Center

### Pastoral Ministries – 26%

- Religious Education for Children and Rite of Election of Adults
- Pastoral Cultural Ministry
- Communication Outreach
- Family Life
- Catholic Social Ministry
- Worship
- Synod
- Pastoral Care (*Prison Ministry, Respect Life Ministry, etc.*)

### Priests, Deacons and Religious Life – 14%

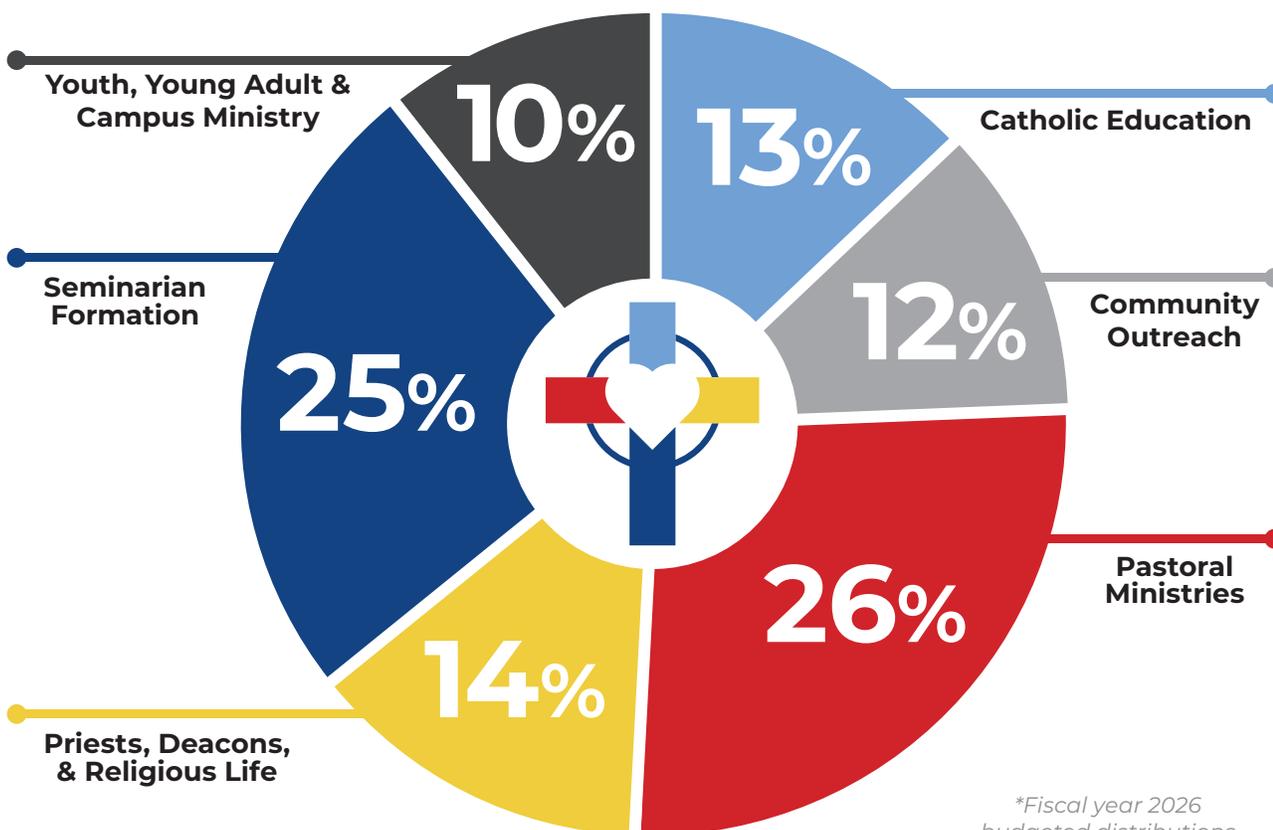
- Preparation of Deacons
- Support of Religious Women and Men
- Clergy Assistance
- Retired Priest Care
- Ongoing Clergy Formation

### Seminarian Formation – 25%

- Vocations Recruitment
- Seminarian Preparation for Formation
- Holy Trinity Seminary
- Redemptoris Mater Seminary

### Youth, Young Adult, and Campus Ministries – 10%

- Tinker Catholic Student Center at UTD
- Youth Ministry
- Pastoral Juvenil
- The 635
- Dallas Catholic Youth Conference



\*Fiscal year 2026 budgeted distributions

## 2026 Bishop's Annual Appeal Timeline

<b>Thursday - Friday, November 6 – 7, 2025</b>	2026 Advance Giving (26AG) Solicitation Direct Mail was sent.
<b>Thursday, December 4, 2025</b>	2026 Advance Giving (26AG) Email follow-up regarding the solicitation.
<b>Tuesday, January 13, 2026</b>	Mailing of Recurring Donor 26AG pledge cards.
<b>Thursday, January 15, 2026</b>	Dispatch of all 2026 In Pew (26PA) materials to parishes, including pledge envelopes, Parish Leadership Manuals, Transmittal Forms, and Tyvek return envelopes.
<b>Wednesday, January 21, 2026 at 10:00 AM</b>	Parish Leadership Training session.
<b>Saturday/Sunday, January 24 – 25, 2026</b>	Advance Notice Weekend.
<b>Week of January 26, 2026</b>	Flocknote message featuring the BAA26 video from the Office of the Bishop.
<b>Before Saturday, January 31, 2026</b>	2025 Tax Statements mailed to all donors.
<b>Saturday/Sunday, January 31 – February 1, 2026</b>	2026 Commitment Weekend (26PA).
<b>Beginning Monday, February 2, 2026</b>	Parishes begin remitting Tyvek bags to the Pastoral Center.
<b>Monday, February 9, 2026 – Friday, March 27, 2026</b>	Gift Processing for 26PA at the Pastoral Center.
<b>Week of April 13, 2026</b>	2026 FM (26FM) Solicitation Direct Mail will be sent.
<b>Week of July 13, 2026</b>	2026 FM2.0 (26FM) Pastor Solicitation Direct Mail will be sent.

## Development Team Contact Information

### Bishop's Annual Appeal Office

Email: [bishopsappeal@cathdal.org](mailto:bishopsappeal@cathdal.org)

Office Phone: 214-528-2540

Mailing Address:

*3725 Blackburn Street*

*PO Box 190507*

*Dallas, TX 75219-0507*

### Kelly Halaszyn

*Senior Director of Development*

Email: [khalaszyn@cathdal.org](mailto:khalaszyn@cathdal.org)

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### Esmeralda Garcia

*Donor Services Manager*

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### Lucia Liendo

*Database Manager*

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Office Phone: 214-379-2863

### Yessica Tejada

*Gift Processor & Reconciliation Specialist*

Email: [ytejada@cathdal.org](mailto:ytejada@cathdal.org)

Office Phone: 214-379-2865

### Karla Ortiz

*Gift Processor*

Email: [kortiz@cathdal.org](mailto:kortiz@cathdal.org)

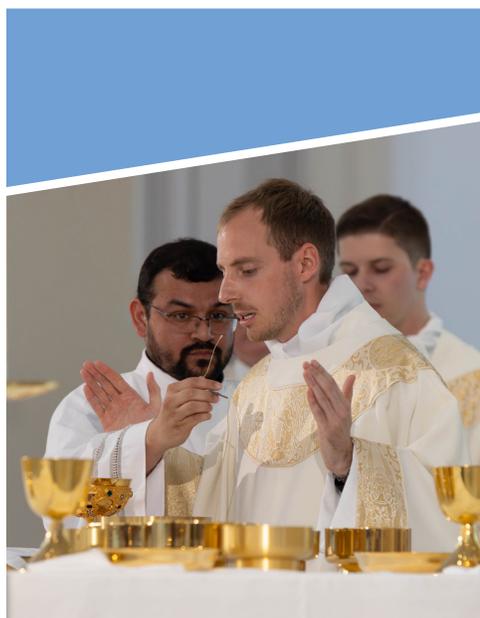
Office Phone: 214-379-2864

### Charlene Nyhart

*Development Coordinator*

Email: [cnyhart@cathdal.org](mailto:cnyhart@cathdal.org)

Office Phone: 214-379-3165



# Implementing Commitment Weekend

## 2026 Updates for Commitment Weekend

Each year, we strive to simplify and improve the process for our parishes and enhance the experience of our parishioners. Below are the newest updates for the 2026 Bishop's Annual Appeal for Catholic Ministries.

- The 2026 Commitment Weekend for the 2026 Bishop's Annual Appeal for Catholic Ministries will take place on one weekend – collectively on *January 31 – February 1, 2026*. The readings for the weekend follow the theme of the Beatitudes.
- **Credit Card Donors**  
While donors have always been able to make online credit card donations, again this year, we will not have space for them to write their credit card information on the pledge card to maintain PCI compliance and ensure the security of their confidential information.

Donors are encouraged to use the QR code on the pledge card or visit [donate.dallasbishopsappeal.com](https://dallasbishopsappeal.com) to make a safe, secure, and online gift.

Donors can select the following options:

1. One-Time Gift
2. Recurring Gift
3. Pledge with monthly or quarterly installments

**Please ensure donors are given adequate time to complete their online donation or complete their pledge card.** When making their gift online, donors must select your parish to ensure proper credit.

- **Ministries Funding Percentage Updates:**

There have been slight updates to the percentages regarding the distribution of funds for the 2026 Bishop's Annual Appeal for Catholic Ministries. Detailed information is provided with the Case for Support on page 5.

We hope these changes will make the process smoother and more efficient for everyone involved. If you have any questions or require additional information, please don't hesitate to contact us.



## 2026 Materials

The following materials will be mailed to parishes by **January 17, 2026**.

### 1. Printed Materials

- Posters (English, Spanish, and Vietnamese versions)
- In-Pew Envelopes (English, Spanish, and Vietnamese versions)
- Tyvek Return Envelopes
- Transmittal Forms
- Leadership Manual (English and Spanish versions)

### 2. Materials Emailed to Parishes

- Annual Appeal Video
- Bulletin Ads

The quantities of each material listed above will remain the same as last year (2025), unless previously coordinated with Charlene Nyhart.

For additional resources, please visit the **Annual Appeal Resource Website** for materials and videos: [dallasbishopsappeal.com/parish-resources/](https://dallasbishopsappeal.com/parish-resources/)

If you need any further materials or assistance, do not hesitate to contact our office at **214-528-2540** or [bishopsappeal@cathdal.org](mailto:bishopsappeal@cathdal.org).



# Commitment Weekend Checklist

## 1. Before January 31 – February 1, 2026

- Confirm the announcement has been placed in the bulletin, parish website, and Flocknote (if applicable).
- Introduce and share the Appeal Video: During the appeal weekend, introduce and share the link to the video message, ensuring that other celebrants are also instructed to do the same.
- Display Annual Appeal posters at the entrance of your parish.
- Include the Annual Appeal In-Pew Pledge Cards in the pews and at the back of your parish.
- Social Media posts from your parish's platform(s).

## 2. Before Mass

- Confirm that the Prayer of the Faithful are printed and ready for Mass.
- Please place in-pew cards in an area easily accessible to parishioners, i.e., pews, vestibule, etc. **Ensure that ushers refill these spots with in-pew cards before each Mass.**
- If showing the video at Mass, ensure any technical aspects are set up before your in-parish presentation.

## 3. During Mass

- During the homily, please preach about the impact of the Bishop's Annual Appeal.
- In-pew cards should be collected by the parish and sent to the Diocese.  
*Note: Do not open or tamper with donor in-pew envelopes. Please place the cards directly in Tyvek and mail them back.*

## 4. After Mass

- Complete the Transmittal Form.
- Drop off sealed Tyvek bag(s) to a UPS store for delivery or deliver sealed Tyvek bags to the Pastoral Center.



# Remittal Process

## 1. Complete Transmittal Form

- Parish ID #
- Parish Name
- Number of Tyveks being returned (1, 2, etc.)
- Method used for return
- Date being returned from the parish
- Parish contact's name
- Parish contact's phone number
- Leave the blue box empty, as this is for the staff at the Pastoral Center.

### 2026 Bishop's Annual Appeal Transmittal Form

To be filled out by Parish and included in Tyvek (Return) envelope

Parish # \_\_\_\_\_

Parish Name \_\_\_\_\_

Total Number of Tyvek Envelopes returned today \_\_\_\_\_

Envelope \_\_\_\_\_ of \_\_\_\_\_ (total)  
(Example: envelope 1 of 3)

Method used to return Tyvek envelopes:

UPS  
 Hand Delivery  
 Other

Date \_\_\_\_\_ Contact Name \_\_\_\_\_

Phone Number \_\_\_\_\_



FOR OFFICE USE ONLY:	
DELIVERY DATE: _____	BAG # _____
OPEN DATE: _____	

## 2. In-Pew Pledge Cards

- Place **unopened** envelopes into the Tyvek bag and seal.
- Do Not Open In-Pew Pledge Cards.

## 3. Remit Tyvek Bags and In-Pew Pledge Cards

- Deliver closed and sealed Tyvek bags to a UPS Store location or hand-deliver closed and sealed Tyvek bags to the Pastoral Center.
- *Please DO NOT drop off at a UPS drop box or mail Tyvek bags via the US Postal Service.*

# Parish Communications

## Bulletin and Flocknote

### 1. Bulletin Ad for Commitment Weekend:

Please see examples of the ads from 2025 Bishop's Annual Appeal:



2026 Bishop's Annual Appeal Bulletin Ad available at <https://dallasbishopsappeal.com/parish-resources/>

### 2. 2026 Bishop's Annual Appeal Bulletin/Flocknotes:

This upcoming weekend will be Commitment Weekend at our parish. Thank you to those parishioners who have already made their gift to the 2026 Annual Appeal. **(Your Parish Name)** has received \$**(Pledge Amount)** in pledges to date.

Will you join your fellow parishioners in supporting this effort that strengthens the many important programs and ministries across the Diocese of Dallas?

Our goal, \$**(Your Goal Amount)**, can only be achieved through YOUR generosity! If you have not yet made a gift, there will be pledge forms available in the pew and in the back of the church, or you can visit [donate.dallasbishopsappeal.com](https://donate.dallasbishopsappeal.com).

Your gift will truly make a difference. Thank you for your prayers and support.

### 3. 2026 Bishop's Annual Appeal Progress

(Please include Appeal Progress Updates regularly in your parish bulletin to encourage participation):

The 2026 Bishop's Annual Appeal is well underway. We have \$**<Amount >** already pledged as of **<date>**. This is approximately **<percentage>** of our goal of \$**<goal amount>**. The outpouring of support from our many parishioners like you helps sustain the important ministries across the Diocese of Dallas. If you have not yet given, please pick up a pledge form at the back of the church or visit [dallasbishopsappeal.com](https://dallasbishopsappeal.com)

Thank you for your prayers and support.

## Parish Website

1. Introduce and Share the Appeal Video: During the appeal weekend, introduce and share the link to the video message on your website.
2. Include information about the Bishop's Annual Appeal with links to
  - a. Bishop's Annual Appeal website: <https://dallasbishopsappeal.com/>
  - b. Donate Online: <https://donate.dallasbishopsappeal.com/>
  - c. Our Donor Services team can be reached at **214-528-2540** or **bishopsappeal@cathdal.org**.

## Social Media:

Social Media resources available on <https://dallasbishopsappeal.com/parish-resources/>

## Follow-Up Communication:

1. **Parish-Specific Follow-Up:** It is highly encouraged that each parish conducts its own follow-up, whether through letters, social media, or phone calls. Research and past statistics show that a personal touch from a parish leader, especially the Pastor, significantly increases the likelihood of a positive response.
2. Parishes are encouraged to send at least one follow-up letter or email to parishioners regarding the Annual Appeal. This communication reinforces the importance of the Appeal and encourages parishioners who may not have responded initially.
3. The Development Office is available for consultation and assistance in creating follow-up letters or emails. We are happy to provide support to help ensure the message is impactful.
4. If the donor wishes to make a gift via appreciated assets, IRA contribution, family foundation, charitable gift/donor-advised fund, or another non-traditional method of giving, they may contact us to assist with the request. Our Donor Services team can be reached at **214-528-2540** or **bishopsappeal@cathdal.org**.

### Note:

*In early July, a follow-up solicitation letter will be sent to past donors of the Bishop's Annual Appeal who have not yet made a gift to the 2026 Appeal. For this letter, we invite each parish to send a personalized letter signed by the pastor or pastoral administrator rather than Bishop Burns. Pastor letters are well-received by parishioners and allow pastors to share their personal support of the Bishop's Annual Appeal.*

*Pastor letters were first offered for the Bishop's Annual Appeal in 2024, with 13 parishes participating in the inaugural year. The response rate to the pastor's letter in 2024 was 23% greater. The average gift to a pastor letter was \$552 versus \$506, 9% more than the average gift. Of the 13 parishes that sent a pastor letter in 2024, seven improved compared to the prior year, and four hit their 2024 Bishop's Annual Appeal goal. For the 2025 Appeal, 24 parishes participated.*

## Pastor Role & Resources

The Pastor plays a critical role in providing leadership, expertise, and direction to the Bishop's Annual Appeal, and is key to its success at the parish level. The Pastor's involvement and personal endorsement are essential for motivating parishioners to participate and give.

### Key Responsibilities:

#### 1. Introduce the Appeal Video:

During the appeal weekend, the Pastor should introduce and share the link to the video message, ensuring that other celebrants are also instructed to do the same.

#### 2. Make a Personal Gift:

The Pastor is encouraged to make a personal gift during the In-Pew solicitation. His personal endorsement and participation are vital to demonstrating commitment to the Appeal.

#### 3. Ensure Full Implementation of Campaign Methods:

The Pastor is responsible for ensuring that all methods for conducting the campaign are fully implemented at the parish.



## Best Practices for Delivery of Appeal Communications

Effective communication to the parish can contribute greatly to the success of the **2026 Bishop's Annual Appeal for Catholic Ministries**. It is an opportunity to shed light and share timely information about our Church's ministries that serve our faith communities, to relay updates or stories or offer an inspiring message, to generate parish community support, and to acquire new donors and volunteers.

As you prepare information about the 2026 Bishop's Annual Appeal to your parish community, below are tips that may be useful in delivering your presentation:

### 1. Prepare ahead.

Review materials, videos, and resources that will be shared. Practice the presentation in advance. Ensure any technical aspects are set up before your in-parish presentation.

### 2. Know your audience.

Adapt the presentation for your parish community. Personalize the request to your listeners and those with whom you have a rapport, so it resonates.

### 3. Know and repeat key messages.

Review and understand key talking points and repeat them. This helps to ensure that your audience hears the points, realizes their relevance, and processes the information.

### 4. Be specific about why we're asking and what is needed.

The Bishop's Annual Appeal is essential to the Diocese's mission. It supports vital services like assistance for those in need, seminarian formation, the reengagement of our young adults, and the continuation of Catholic schools and religious education programs. This year, the Appeal aims not only to maintain but also expand services to meet the growing needs across the nine counties of our Diocese.

### 5. Be brief and succinct.

This is important not only in written communications but also for presentations from the pulpit, etc. A clear, direct request, delivered with warmth and sincerity, will typically be more well-received than an uncomfortably long presentation.

### 6. Be personable.

At the end of the day, you are asking for a donation from a person. Any pitch, whether via snail mail, e-mail, or in person, individually or to a group, should account for that. Strive for a tone that is warm, open, friendly, and honest. Also, when speaking to past donors, make sure to thank them for their previous support.

### 7. Convey enthusiasm.

Demonstrate the importance of the cause! Passion for the topic will draw people in; talking without enthusiasm can deplete energy in a room and eclipse a message. Communicate in an upbeat fashion to engage the audience.

### 8. End with a call to action.

Regardless of how the message is delivered, the ending needs to have a clear call-to-action on how to donate, whether it be a basket at the back of the church, a secure online link, a phone number to call, or an enclosed envelope. Make it as easy as possible for the donor to give.

### 9. Express appreciation.

Thank the audience for their understanding and support.

## Homily Helpers

Please preach on stewardship and speak about the impact the Bishop's Annual Appeal has in sustaining the shared Catholic ministries of the Diocese of Dallas.

Your message should be personalized and engaging. The more effectively you connect the Appeal with a message that will resonate with your parishioners, the more likely they will respond.

Lay witness presentations can be used to give firsthand stewardship experiences and explain the importance of the programs funded by the appeal. This designated weekend also educates unregistered churchgoers, who have not received the Bishop's mailing about the Annual Appeal.

### Bishop's Annual Appeal Key Points:

1. Helps more than 280,000 individuals across the Metroplex by providing meals for families in need, serving low-income senior citizens, and helping the unemployed with career coaching.
2. Supports youth, young adults, and campus ministry initiatives such as the Dallas Catholic Youth Conference, The 635, and the Tinker Catholic Student Center serving The University of Texas at Dallas community.
3. Assists in preparing a new generation of diocesan priests. Today, more than 46 seminarians are enrolled at Holy Trinity and Redemptoris Mater seminaries, and the proceeds raised ensure all men who are considering a life of priestly ministry have a place to encourage their discernment.
4. Provides ongoing catechetical training for leaders in faith formation at the parish level, including Marriage and Family Life.
5. Provide Bibles and rosaries for the men and women in our prison system, while also providing pastoral and spiritual outreach services to the incarcerated and their families.
6. 6,600 Homebound Ministry visits per week and 52,000 people in virtual attendance weekly for the televised Mass.
7. Supports chaplains serving 12+ hospitals throughout the Diocese.
8. 70 men in formation for the Permanent Diaconate, Class of 2027.



## In-Pew Ask

Conduct the In-Pew during the homily. Please do not leave the ask for the end, as some people may have to leave Mass early.

### Guide Parishioners through Gift/Pledge Process:

1. Parishioners may give via the in-pew cards provided to the parish. Donors may make a one-time gift or a pledge. Pledge cards can be returned to the parish or mailed to the Bishop's Annual Appeal.
2. Parishioners are encouraged to give online at [donate.dallasbishopsappeal.com](https://donate.dallasbishopsappeal.com). There, they may select to make a gift (recurring or one-time) or a pledge, as well as designate their parish. Please allow them time to go on their devices to set up their gift or pledge.
3. If the donor wishes to make a gift via appreciated assets, IRA contribution, family foundation, charitable gift/donor-advised fund, or another non-traditional method of giving, they may contact us to assist with the request. Our Donor Services team can be reached at 214-528-2540 or [bishopsappeal@cathdal.org](mailto:bishopsappeal@cathdal.org).

Briefly thank all who have already participated in the appeal and then ask parishioners to fill out a pledge card located in their pew, if they have not already. Then invite them to include the pledge envelope in the collection basket.

## Prayer of the Faithful

*\*Please feel free to use any one of these prayers and to modify, if necessary.\**

- That we may prayerfully consider how we can best use our financial and spiritual resources to further the mission of Jesus Christ, not only in our parish but throughout our Diocese.
- That we may respond generously to the Bishop's Annual Appeal for Catholic Ministries as faithful stewards of the gifts that God has entrusted to us.
- That we use our God-given resources of time, talent, and treasure to bring others into a profound and abiding relationship with Jesus and His Church.
- In thanksgiving for all those who support the work of the Church through the Bishop's Annual Appeal.



# Method of Payments

There are many ways to make a gift in support of the Bishop's Annual Appeal.

If you have any questions regarding your gift, please reach out to our Donor Services Team at 214-528-2540 or [bishopsappeal@cathdal.org](mailto:bishopsappeal@cathdal.org).

## Credit Card

To process a one-time gift or set up a pledge and pay with a credit card, please visit: [donate.dallasbishopsappeal.com](https://donate.dallasbishopsappeal.com). Donors who wish to use the online option **do not** need to turn in a pledge card.

## Check

One-time and/or pledge payments by check made payable to the Bishop's Annual Appeal, and mailed to:

**Bishop's Annual Appeal**  
3725 Blackburn Street  
P.O. Box 190507  
Dallas, TX 75219

## Gifts as Qualified Charitable Distributions (QCD) from an IRA

If you are over age 70½, you can donate up to \$115,000 tax-free from your traditional IRA. The deadline for receipt of a distribution is December 31 of the calendar year (2026). Because of the high volume of year-end gifts, you are encouraged to contact your IRA administrator as soon as possible to allow enough time for them to issue your gift before December 31st. Distributions by check must be dated and have a postmark no later than December 31st, and wire transfers must be received by December 31st.

Please request that your administrator reference your name and address with the check or wire transfer:

**Catholic Community Appeal, Inc. (dba Bishop's Annual Appeal for Catholic Ministries)**  
EIN: 75-2679650  
3725 Blackburn Street  
PO Box 190507  
Dallas, TX 75219

## Gifts of Stock

The Diocese will facilitate your gift of appreciated securities to the Catholic Community Appeal (*dba Bishop's Annual Appeal for Catholic Ministries*).

If you wish to make a gift of stock, please follow these instructions to be sure that your gift is received and properly credited. A gift of stock and securities can benefit you in two ways: you may receive a charitable income tax deduction for the full fair market value of the securities while avoiding capital gains taxes on appreciated stock. *Please note: Failure to notify our office of the name and number of shares that you will be transferring could prevent timely sale and acknowledgment.*

Please e-mail Barry Hanner, Sr. Director of Financial Services for the Diocese of Dallas, at **bhanner@cathdal.org** when the transfer is initiated so the broker can be alerted to accept the stocks, and we are able to acknowledge your gift properly and appropriately credit your gift. In this e-mail, the donor should provide information about the following:

- Donor's name and address (for appropriate charitable contribution documentation back to the donor)
- Quantity and name(s) of the stock
- Identify the purpose of your donation. It is also helpful to have the name of the brokerage house and the name and telephone number of the person that we can contact regarding the gift should there be any problems with a transfer.

Securities held by a broker may be delivered by wire transfer through the Depository Trust Company (DTC) to the Diocese's brokerage account.

**PLEASE BE SURE THE CORRECT ACCOUNT NUMBER AND DTC NUMBER IS ON THE TRANSFER TO AVOID ANY TRANSFER PROBLEMS.**

Instructions should be given as follows:

- Brokerage: Merrill Lynch
- Contact: Lisa McAdam
- Phone: 214-969-2330
- DTC #: 8862
- Account #: 542-04H98
- Account Name: Catholic Community Appeal, Inc.

## Gift from a Donor Advised Fund (DAF)

**Catholic Community Appeal, Inc. (dba Bishop's Annual Appeal for Catholic Ministries)**

EIN: 75-2679650

3725 Blackburn Street

PO Box 190507

Dallas, TX 75219

*All donations should be made payable to the Bishop's Annual Appeal. All payments are contributions to Catholic Community Appeal, Inc. (dba Bishop's Annual Appeal), a Texas non-profit corporation that is tax-exempt under section 501(c)(3) of the U.S. Internal Revenue Code and a public charity under sections 170(b)(1)(A)(vi) and 509(a)(1) of the Code. Contributions are deductible to the maximum extent permitted by section 170(b) of the Code. EIN: 75-2679650*

# Frequently Asked Questions

## 1. Who benefits from the Bishop's Annual Appeal?

Every parish and all people within it benefit from the Bishop's Annual Appeal for Catholic Ministries, as well as those who turn to the Diocese of Dallas for charitable and spiritual assistance.

## 2. What is the goal of the Annual Appeal?

The goal of the 2026 Bishop's Annual Appeal is \$9 million; however, the needs of the Diocese of Dallas far exceed \$12.5 million. It will be to the benefit of the ministries that are supported by the Bishop's Annual Appeal to be as successful as possible.

## 3. How can I make a gift to the Annual Appeal?

Donate online at [donate.dallasbishopsappeal.com](https://donate.dallasbishopsappeal.com)

Make a gift over the phone at 214-528-2540.

Fill out an in-pew card at your parish.

Complete and return the pledge card you received in the mail.

Gifts of stock, IRA distributions, bequests, and charitable annuities can be coordinated by contacting Donor Service Team at 214-528-2540 or [bishopsappeal@cathdal.org](mailto:bishopsappeal@cathdal.org).

## 4. What payment methods can I use to make a gift?

Cash, check, money order, credit card, or electronic transfer from your bank account.

A credit or debit card donation can be made by visiting [donate.dallasbishopsappeal.com](https://donate.dallasbishopsappeal.com)

Scan the QR Code with the camera of your phone on all available Bishop's Annual Appeal materials.

## 5. Where should they send their pledge/gift?

Your check should be made payable to:

Bishop's Annual Appeal

3725 Blackburn Street

P.O. Box 190507

Dallas, Texas 75219

## 6. Can a donor make a matching gift?

Yes! If your gift is eligible, simply print out or request a matching gift form from your employer, and send it, completed and signed, along with your gift to:

Bishop's Annual Appeal

3725 Blackburn Street

P.O. Box 190507

Dallas, Texas 75219

## 7. Can a donor make an IRA charitable gift?

Please see page 18 for detailed instructions.

## 8. How can I learn more or make a Planned Gift?

Contact the Office of Development at 214-379-3178 or [development@cathdal.org](mailto:development@cathdal.org).

## 9. Can a donor make a stock gift?

Please see page 19 for detailed instructions.

## 10. Some have suggested people stop donating to the Diocese in favor of their local parish and independent non-profits. Why should I give to the Annual Appeal?

Your financial support of the Bishop's Annual Appeal funds all the ministries, services, and programs designed to extend the effectiveness of your parish and address the needs of our brothers and sisters across 9 counties and throughout North Texas. Your brothers and sisters still need the food, shelter, education, a chance for a better future, priests for Sacraments, and hope that diocesan ministries provide. This is what Catholics are called to do. Decreased participation in these programs hurts our brothers and sisters who need these programs the most.

## 11. Have funds from the Bishop's Annual Appeal ever been used to settle judgments against the Diocese?

The Appeal is the annual fundraising campaign for the Catholic Diocese of Dallas, incorporated in 1996 as a distinct Texas 501(c) (3) corporation. 100 percent of your gift to the Bishop's Annual Appeal goes to fund our diocesan-sponsored Catholic programs and services.

When payment is made as part of a court settlement, those funds are paid from the Diocesan insurance fund. Donations to fundraising initiatives such as the Bishop's Annual Appeal are not contributed to the Diocese's insurance fund.

## 12. How is the fundraising goal for each parish determined?

The fundraising goals for each parish are based on the average of the last three years of pledges. Visit [dallasbishopsappeal.com](https://dallasbishopsappeal.com) for all parishes' goals.

## 13. Can I make a pledge online if I did not fill out a pledge card at my parish?

You can make a pledge online if you did not fill out a pledge at your parish by clicking on the "Donate Now" button at the top of this page or by clicking this link: <https://donate.dallasbishopsappeal.com/>





**Bishop's Annual Appeal**  
FOR CATHOLIC MINISTRIES