

DSA 2023 TIMELINE & KEY DATES

We, though many, are one body, for we all partake of the one loaf.



September 2022

- 1** Material and contact form mailed to pastors
- 30** Material and contact form due to Development Office

January 2023

- 5** Supplies mailed to parish (expected delivery Jan. 10-12, 2023)
- 10** DSA Bookkeeper and Contact in-person training, 10 a.m., Cathedral of St. Ignatius Loyola
- 18** DSA Packet #1 (Bishop's letter, donor envelope, brochure) mailed and live on diocese's website
 - a. Previous donor packets mailed first class, expected in mailboxes: January 23-25, 2023
 - b. Parishioners who have not donated to DSA in the past are mailed bulk rate, expected in mailboxes: February 1-4, 2023
- 22** Suggested presentation weekend
- 25** Tax letters to 2022 DSA donors mailed

February 2023

- 5, 12** Suggested in-pew weekends
- 6** DSA Packet #2 letter from pastor (if selected instead of Bishop) proof emailed to pastors, due to Letter Concepts on February 13, 2023

March 2023

- 15** DSA Packet #2 (Bishop or Pastor's Letter, donor card, return envelope) mailed to those who have not yet donated
- 27** Easter Packet (card from Bishop and prayer card) mailed to donors above \$100

October 2023

- 25** DSA Packet #3 (Letter from Bishop, donor card, return envelope) mailed to parishioners who have given to the DSA previously, but not yet this year

November 2023

- 1** Thanksgiving Packet (card from Bishop and prayer card) mailed to donors above \$100
Christmas card from Bishop mailed to donors above \$2500

December 2023

- 31** Cut-off for 2023 DSA donations to be credited to 2023

Ongoing

Thank you notes will be mailed to donors twice a month in the order they are received. Remits (pledge reminders) will be mailed at the end of each month starting in February. Parish reports of current DSA donations available every Thursday on the FTP site.

DSA Bookkeeper and Contact Zoom
check-in meetings: **February 8, March 8,**
April 5, May 9, 2023

Questions?
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