

# 2025

## ARCHBISHOP'S ANNUAL APPEAL

---

Archdiocese of Hartford • 467 Bloomfield Avenue • Bloomfield, Connecticut 06002 • (800) 781-2550

To: Pastors and Administrators  
From: Tina Poet – Director, Archbishop's Annual Appeal  
Date: May 2025  
Re: The Vicariate Outreach Program

Last year, the 2024 Archbishop's Annual Appeal Vicariate Outreach Program was able to award over \$1,000,000 to 164 community based charities. Thank you very much for your role in encouraging parishioners to support these most worthwhile local agencies, programs, and ministries that serves God's people.

The 2025 Archbishop's Annual Appeal – *Trust in the Lord*, will look to your parishioners to once again provide the support required to achieve our \$10M goal. In achieving this goal, \$1M would be available to allocate to the 2025 Vicariate Outreach Program. However; if the goal is not achieved, the amount available for allocation may need to be reevaluated.

**The funding allocation amount for each parish will need to be determined closer to the date checks are distributed.** We are asking each pastor/administrator to nominate up to four recipients a percentage of the yet to be determined amount to reach **100%** of the parish total **allocation**. For instance, a pastor may nominate one nominee to receive **100%** or multiple nominees (up to four) for a total of **100%**. For example;

1. **Organization "A" for 100%, or**
2. **Organization "A" for 75% & Organization "B" for 25%, or**
3. **Organization "A" for 50%, Organization "B" & 25% and Organization "C" for 25%, or**
4. **Organization "A" for 25%, & Organization "B" for 25%, Organization "C" for 25% & Organization "D" for 25%**

Efforts should begin, at each parish to identify, nominate and select 2025 Outreach Program recipients. The first step in this process is for the pastor or administrator to review the Vicariate Outreach Program guidelines. Pastors and Administrators may find it helpful to solicit parishioner suggestions. A sample bulletin announcement is enclosed for your consideration which encourages lay participation in the process.

Enclosed you will find the Vicariate Outreach Program guidelines, a form on which to submit your parish nominations and a return envelope for this nomination form to be returned to the Appeal Office. **Please provide the Appeal Office with your recommendations by July 1<sup>st</sup> 2025.**

We ask that when you make your selections, you ensure that the nominees meet all of the established guidelines. We are again requesting that at least **ONE** program selected by your parish support be an existing food pantry, soup kitchen or shelter. Also, please ensure that your nominated organizations follow all of the principle teachings of the Catholic Church.

The Appeal Office will compile all nominations and forward them to the Advisory Committee to begin the selection review. In the event a single nominee is designated to receive more than \$25,000 in total, the Advisory Committee will allocate the amount in excess of \$25,000 to other nominees. If any organization does not meet the specified program guidelines, the Advisory Committee will allocate these funds to existing nominees.

Your timely participation in the selection process is critical to this effort. Thank you in advance for your continued support. If you have any questions, please feel free to call me at the Appeal Office on 1-800-781-2550.