



## PARISH BRIEFINGS

For April 23, 2020

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## FOR YOUR INFORMATION

### COVID-19 Update from Bishop Fabbro

Updates to previous COVID-19 directives and new information can be found [here](#).

### Canada Emergency Wage Subsidy (CEWS)

From Dave Savel, Episcopal Director of Administrative Services: The CEWS program provides up to 75% reimbursement for wages paid. We have been working with our accountants, KPMG, to determine the applicability to our Diocese and how we apply. The penalties for an incorrect application are severe, so we need to ensure we complete it properly. The application portal is expected to be available starting Monday. **Please do not apply until you receive further instructions from the Diocese.** We hope to be able to provide instructions and direction next week. **By the end of this week we need every parish to complete all month end accounting procedures for 2020, up to and including March. This includes inputting all donations, reconciling all bank accounts and recording any adjusting entries (e.g., PAP donations and e-transfer donations).** Some parishes have inquired about the 10% wage subsidy program. We will not be applying for this program because it is intended for those that do not qualify for CEWS 75% subsidy and we are unable to apply for both. If you have any questions, contact Dave Savel at [dsavel@dol.ca](mailto:dsavel@dol.ca).

### Updated Guidance on Cutting Grass at Parishes and Cemeteries

Our latest information from municipalities and the province has resulted in updated instructions for all parishes and cemeteries. These instructions apply to employees, volunteers and lawn cutting companies. Landscaping and lawn care strictly for safety, security or sanitation purposes will be allowed. These services include lawn cutting (please cut as low as possible so you don't have to cut as often), dethatching, rolling, clearing yard and garden debris, topping up low spots (especially at our cemeteries) and the trimming/cutting of trees. This is to ensure that properties remain safe, property standards are met and that grass is maintained to help prevent ticks, mosquitoes and standing water. Planting of any kind is not permitted, including seeding, sodding, flowers, annuals, perennials and trees. Watering and fertilizing is not permitted. Landscaping projects that are to beautify or for aesthetics are also not permitted. Please ensure proper COVID-19 precautions are taken, including staying six feet away from each other (physical distancing), washing your hands with soap and water frequently (for at least 20 seconds) and/or hand sanitizing and cleaning and disinfecting high touch areas frequently.

### Praying Together, Praying Apart: At-Home Prayers for Times of Healing

Amid self-isolation and physical distancing, an increasing number of people are experiencing sickness and death separated from other people. This resource strives to offer some concrete ways to pray, heal, and grieve together. The texts can be found [here](#).

### Ongoing Formation: Forming Disciples in Mission

In September 2018, the Equipping the Saints: The Diocesan Commission on the Family of Parishes invited members of the Archdiocese of Boston to facilitate Forming Disciples in Mission workshops. That workshop and the Forming Leaders for Mission are being offered online. Forming Disciples in Mission will take place from 6:00 p.m. to 9:00 p.m. on Tuesday, May 5 and Wednesday, May 6. For more information and to register go to: <https://www.disciplesinmission.com/formingdisciples>. Forming Leaders for Mission will take place from 9:00 a.m. to 3:00 p.m. on Saturday, May 9. For more information and to register go to: <https://www.disciplesinmission.com/formingleaders>. They will mail PDF workbooks to all participants, which requires advance registration to allow for the workbook to reach you. The cost is \$25 per person which includes the workbook. If you have any questions, contact Joe Bezzina at [jbezzina@dol.ca](mailto:jbezzina@dol.ca).

### Ongoing Formation - Equipping the Saints

Earlier this year we asked you to save the dates of July 9-11 at the Holy Family Retreat House, and July 13-15 at St. Peter's Seminary for workshops. We are asking you to continue to hold those dates. Presently we are working with the direction of health officials to determine if we can host such an event. If we are able to move forward with this event, the three-day workshops would be facilitated by Barbara Eckert. Barbara is a lay Catholic who has served in various apostolates of the Catholic Church for over 25 years. Her work in over 60 dioceses in the US and Canada focuses on leading individuals – ordained and lay – to healthy leadership behaviors and actions, focused-thinking for community planning, and belief in one's self as called and capable as a "missionary disciple." More information will be available in May. The call to be a Family of Parishes is the way forward to become a "mission-oriented Church that forms disciples of Jesus." It is the very way of Jesus, raised in a family, prepared for mission. With this in mind, these workshops will include a blend of spiritual grounding, interpersonal growth and practical steps leading to a more collaborative, creative and active ministry as a Family of Parishes. Participants will engage in dialogue and group work throughout the sessions whether in prayerful reflection, naming challenges, discovering opportunities, or setting goals. Participants will develop skills which can be fostered locally.

### Bi-Annual Administrative Support Staff Professional Development Day – Postponed

The professional development day that was planned for June 24 at King's University College and St. Peter's Seminary is being postponed until the fall. The new date will be communicated when it has been finalized.

## BULLETIN ANNOUNCEMENTS

### Job Posting

St. Simon and St. Jude Parish, Belle River, is seeking a Hall Manager. A new closing date of May 8 has been posted. Details are available at <https://dol.ca/employmentvolunteering>.

### Growing in Faith, Growing in Christ

The digital resources Growing in Faith, Growing in Christ, the Catholic School Religious Education program, are now available for home use. The website features videos, songs, bible stories, prayers, interactive activities and more. [Click here](#) to access these resources with **Username:** GfGIC\_student99 and **Password:** Student99. Parishes are encouraged to promote the use of this site. (**Note:** Login will only work when using Internet Explorer/Edge). A promotional graphic is available [here](#).

### Catholic Education Week "Igniting Hope | Allumer la flamme de l'espérance"

Catholic Education Week 2020 begins on Sunday, May 3. Each year, the Catholic community of Ontario engages in a week-long celebration of the unique identity and distinctive contributions of Catholic education. This year's celebration is entitled, "Catholic Education: Igniting Hope." Publicly funded Catholic education has existed in Ontario since 1841 and its graduates have served Ontario and Canada very well. The current generation of students in our publicly funded Catholic schools will serve with the same spirit and generosity as their previous generations. Bishop Fabbro will be recording a message to students in English and French and a special Catholic Education Week Mass by Bishop Dabrowski will be posted online on Wednesday, May 6. We invite all staff and students to celebrate with us. All the videos will be available on the diocesan [YouTube channel](#). Promotional graphics are available in [English](#) and [French](#).

## REMINDERS

### The National Week for Life and the Family

The National Week for Life and the Family will be observed from May 10-17 with the theme, "Children: The Crowning Glory of Marriage" / « Les enfants : le couronnement du mariage ». The material for the 2020 National Week of Life and Family has been prepared by the Catholic Organization for Life and Family (COLF) and is available on the COLF website in [English](#) and [French](#). The material available includes: a proposed plan for pastors and lay pastoral workers on how they might organize the week; a message from the CCCB President, the Most Reverend Richard Gagnon; proposals for homily notes and prayers of the faithful; suggestions for events and activities. The material will also be shared with the diocesan organizers for the Quebec Family Week / Semaine québécoise des familles. The letter from Archbishop Gagnon is available in [English](#) and [French](#).

### Using Office 365 for Video Meetings

[Click here](#) for detailed instructions on how to use Office 365 "Teams" app to conduct video conferencing.

## ZOOM Best Practices

Western University has created some best-practice tips for participate in Zoom web-conferences. We've excerpted some of their information and links below.

- Do not post group pictures of your meeting on social media without consent from each participant
- Be mindful of what is in your background during your meeting
- Be aware of who can listen to your meeting
- Use the options within Zoom to control screen/whiteboard sharing and who has access to your meeting (waiting room, password, distribution of link)
- When sharing screens, ensure no private information is open on your desktop

There are other concerns Zoom is addressing and those details can be found [here](#). We can take advantage of Western's complete list of Zoom best practices and other information on privacy and security at this [link](#).

### How to Report Insurance Claims During These Times

Catholic Mutual has implemented new temporary measures for insurance claims reporting. Effective immediately new claims can be reported by telephoning the Catholic Mutual Canada offices during regular business hours at 866-233-3332 – the caller can contact Nick Pedro at extension 227 or Ludmila Gorea at extension 222. The after-hours emergency claim service of Catholic Mutual Canada will continue to accept new claim requests reported after 4:30 pm EDT Monday to Friday and on weekends. Catholic Mutual has created a dedicated email address that can be used to report new claims by email. Details that are pertinent to a new claim can be emailed to Catholic Mutual Canada 24/7 by using the email address:

[claimscanada@catholicmutualcanada.org](mailto:claimscanada@catholicmutualcanada.org).

### The Diocese of London: Being a mission-oriented Church that forms disciples of Jesus

Please follow the Diocese of London on [Twitter](#) and [Facebook](#), subscribe to our YouTube channel and visit [www.dol.ca](http://www.dol.ca).