

CHANGING THE FACE OF *Saint Raphael Parish*
FROM GENERATION TO GENERATION, *Phase II*

FREQUENTLY ASKED QUESTIONS

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PART A: SAINT RAPHAEL MASTER PLAN

A-1 Is Phase I complete?

We are pleased to report that Phase I has been completed on time and on budget. While approximately \$30,000 remains to be paid to complete the payment of this initial phase, receivables for pledges to Phase I exceed this amount. Once Phase I payment is complete, excess campaign funds will be utilized for Phase II.

A-2 Has everything that was promised in Phase I been completed?

Yes, and more. We constructed the Parish Activity Center and the rectory; we purchased the “Douglas Building” to re-locate the parish offices; and we completed an extensive reconstruction of the parking lot. A portion of this parking lot work was originally scheduled for Phase II, but included in Phase I to realize cost savings. The electrical box was also upgraded to accommodate Phase II.

A-3 What construction is included in Phase II?

Our main goal for Phase II is to build a new worship space of 1,100 seats, an Adoration Chapel, Community Room for large meetings, additional handicapped parking spaces and widening the front drive and landscaping. We have had the good fortune of purchasing the adjacent property at the corner of Dover Center and Osborn Roads.

A-4 Why do we need a larger church?

Our parish continues to grow (currently 3,500 registered families) and our current church only seats 650 people. Neither our entire day school, nor the entire P.S.R. program is able to fit in the church for Mass. In addition, more priests are retiring than there are new vocations and as the number of priests dwindles, Saint Raphael will likely offer fewer weekend masses. So, with the number of parishioners growing and the number of masses shrinking, the number of people per mass is expected to grow significantly over the next decade.

A-4a Will an 1,100 seat church be large enough for the long-term?

The design of the new church will be large enough to accommodate our expected growth.

A-5 Why not remodel the existing building?

Our current church cannot handle the type of renovation necessary to nearly double in seat capacity and as a result we are better off completely replacing the building. The results of a recent engineering study of the current church have shown that, for many reasons, expanding that space is not the best option: The roof is severely pitched and more than three quarters of it would have to be removed; the stained glass windows would need to be removed prior to renovating anyway, which would leave us with just the shell of the building; and adding wings would not allow for sufficient sight lines. In addition to engineering and aesthetic considerations, many parishioners indicated they are in favor of a new worship space during the Master Plan town hall meetings.

A-6 What are the other main features of our planned new church building?

Keeping in mind that our church is a Bay Village icon and a strong witness to the community; we seek to maintain a strong presence along Dover Center Road. The sanctuary will be moved to the Dover Center Road side of the building to allow Mass participants to move toward the altar as they enter from the parking lot.

Fan shaped seating is our best option due to the setback limitations with which we have to work, and this configuration will also bring Mass participants closer to the sanctuary in a more intimate setting.

A new side entrance with automatic doors will allow for better handicap accessibility.

A-6a Will there be a handicap ramp to the Altar?

Yes. There will be a handicap ramp to the Altar.

A-6b Will the new church have a sloped floor?

No. There will not be a sloped floor.

A-6c Will the new church have kneelers?

Yes.

A-6d Will the new church be air conditioned?

Yes.

A-6e Will there be a new organ?

Yes. The current organ will be replaced with an electric organ.

A-6f Will the widened driveway accommodate a drop-off lane?

Yes. The driveway will be three lanes which will allow for dropping off without impeding traffic.

A-6g Is one-way traffic being considered for the driveway?

One-way traffic is a possibility, particularly at busy times of the week.

A-6h Will the space between the drop off area and the ceremonial entrance be covered by a permanent awning?

Possibly. This aspect of the design is under consideration.

A-6i What are the next steps for designing the new church?

A design team will work out particulars.

A-7 Will the stained glass windows / crucifix / etc. be incorporated into the new church?

Yes, it is our desire that the current altar, crucifix and stained glass windows be incorporated into the new church.

A-8 Will the Mass schedule change?

Yes, eventually. Parishioner input will be sought on the new schedule, with consideration for sufficient time between Sunday Masses to allow for the smooth flow of traffic.

A-9 Will there be an Adoration Chapel?

Yes, we plan to include an Adoration Chapel.

A-9A What is the planned capacity of the Adoration Chapel?

The Adoration Chapel will accommodate up to 80 persons.

A-10 Will there be a Community Room in Phase II and how will the Community Room be used?

The parish is in need of a large space (to hold about 200 people) to host Diocesan meetings, funeral lunches and adult programs (such as ALPHA, invited speakers, and parish meetings). Aside from the lunch room, our largest meeting room currently holds only 50 people.

A-11 Will there be additional handicapped parking?

Yes, more handicapped parking spaces will be added.

A-11a Will the handicap parking be “head-in” parking?

Possibly. This aspect of the design has yet-to-be determined.

A-11b Will there be other additional parking?

Not at this time.

A-12 When will Phase II construction begin?

As soon as possible. We are estimating June, 2014 as the start of construction. It is important to remember that the diocesan requirement is that 50% of the project cost must be collected before we can begin construction. If all goes well, a June 2013 start of construction could take place.

A-13 How long will Phase II construction last?

Construction should last 12 – 15 months.

A-13a Will the driveway be accessible during construction?

Yes.

A-14 Where will Mass be held during Phase II construction?

During construction of the new worship space, mass will be held in the Parish Activity Center. The PAC can accommodate approximately 950 people for Mass.

A-15 What is the status of Phase III?

Phase III, which anticipated construction of new kindergarten classrooms, has become unnecessary. The Parish found a creative and much less costly solution and was able to fund the costs from its operating reserves. The library classrooms on the lower level have been converted to kindergarten rooms. The teachers' lounge was moved to the Raphael Center, the science lab to a double classroom in the school and the computer lab back to its original location in the lower level of the Raphael Center. As a result of these creative solutions to space needs, Phase III is no longer necessary.

A-15a Are the capital needs of the school being addressed?

Yes. Phase I of the master plan included significant investments to the school such as the construction of the Parish Activity Center and connecting school corridors.

Additionally, more than \$600,000 has been invested in the school over the past five years for projects including a roof replacement, building repairs (tuck pointing), refurbishment of the lunch room, a new computer lab, a new Teacher's lounge and the improvements to the Library to accommodate three kindergarten rooms. Additionally, approximately \$100,000 per year has been spent on technology.

Looking forward, it is anticipated that the school windows will need to be replaced, which will be funded through the parish's Capital Reserve Fund.

A-16 Will operating costs increase once the new church is completed?

It is anticipated that future operating costs will **not** rise significantly, as current building technology will result in a more energy efficient space than exists today.

A-17 Is there a L.E.E.D. status requirement?

No. This process is expensive and would result in an 8% increase in construction costs.

However, it is important to note that we will strive for the highest possible level of energy efficiency, and where the cost/benefit is appropriate we will incorporate elements of the L.E.E.D. status program.

PART B: ROOTED IN FAITH, FORWARD IN HOPE

B-1 What is the Diocesan Capital Campaign?

The Diocese has launched a five year, \$125 million capital campaign called *Rooted in Faith, Forward in Hope*. This is a long-range plan to strengthen the parishes in our diocese by providing support in five key areas:

- Revitalizing parish life, (\$37.5 million)
- Strengthening the Catholic faith, (\$15.0 million)
- Ensuring access to a Catholic education, including tuition assistance, (\$40.0 million)
- Support for seminarian education, priest training and care for retired clergy, (\$25.0 million)
- Ministering to the needy, (\$7.5 million)

B-2 Are all of the parishes in the diocese participating in *Rooted in Faith, Forward in Hope*?

Yes. All parishes are participating in the campaign, either in 2011 or 2012. An individual goal has been established for each parish. If Saint Raphael were to conduct a “stand alone” campaign (instead of a combined campaign), 70% of the total amount collected would go to the Diocesan campaign and 30% of the total amount collected would be returned to the parish. After the parish reached 100% of its goal, the calculation would reverse, and the parish would receive 70% of funds collected beyond the original target and the remaining 30% would go to the Diocese.

B-3 What is the *Rooted in Faith, Forward in Hope* goal for Saint Raphael?

Our 70% parish portion of the Diocesan Campaign is \$1.4 million, of which \$575,000 has already been pledged by parishioners.

B-4 How is the *Rooted in Faith, Forward in Hope* goal determined?

Each parish has been assigned a target that is based on the average of its offertory collection over the past three years.

B-5 I thought the Diocesan Campaign had to be completed before we could begin a capital campaign for Phase II.

Fr. Tim was approached by those coordinating the Diocesan Campaign with the opportunity to run a combined capital campaign to raise funds for Phase II of the Saint Raphael Master Plan together with the *Rooted in Faith, Forward in Hope* appeal. This arrangement will make it possible for us to begin construction of our new worship space much sooner than if we opted to have two separate campaigns. Had Saint Raphael not participated in a combined campaign, it would not have been able to raise any capital funds from 2011 until 2016. As Phase II was intended to be started during this period of time, a combined campaign is the mechanism that allows us to begin Phase II.

B-6 What is the difference between the Diocesan Campaign and the Catholic Charities Annual Appeal?

The Diocesan Campaign seeks to address long range needs. The Catholic Charities Annual Appeal funds only annual operating expenses for its ongoing ministries and services. Parishioners have been very generous in supporting the annual Catholic Charities request. However, the Church has additional long-term needs such as assisting parishes that are struggling, providing faith formation to our youth and adults, and preparing men for the priesthood.

B-7 How do I know that my pledge will go to the components outlined in the case for support?

The Diocese has gone to great lengths to ensure that the funds raised will be used exclusively for the components outlined in the campaign case statement. The Catholic Community Foundation, which is a separate 501(c)(3) organization with a separate Board who are legally obligated to use the funds for the purposes outlined, will oversee the funds and their distribution. The collections and distribution of funds also will be monitored by an Oversight Committee of lay leaders. Finally, an annual audit will be completed by an independent accounting firm.

B-8 Will there be a full reporting of the Campaign receipts and expenditures?

Yes. The Catholic Community Foundation will issue an audited annual Financial Report. The Campaign receipts and expenditures will be itemized within that report.

B-9 Is *Rooted in Faith, Forward in Hope* receiving a good response?

Yes. A Pilot Phase was conducted in the first half of 2011; Block 1 and Block 2 parishes began the appeal in 2011; and Block 3 and Block 4 parishes are beginning the appeal in 2012. As of January 6, 2012:

- Each of the nine pilot Churches exceeded their goal
- 22 of 34 Block 1 parishes have exceeded their goal;
- 38 Block 2 Parishes are in the early stages of conducting the appeal;
- More than \$75 million has been pledged toward the \$125 million goal.

B-10 Is the annual collection for retired religious different than the RF component supporting retired clergy?

Yes. The collection for retired religious supports religious orders; the “Those who Serve” component of *Rooted in Faith, Forward in Hope* supports diocesan priests.

PART C: COMBINED CAMPAIGN

C-1 Why include the Diocesan Campaign? Why now?

If we decide not to participate in a combined campaign, Saint Raphael's would not be able to begin its own campaign for a new worship space until the Diocesan Campaign is completed, as the Diocesan campaign will take five years to complete.

C-2 Why support a combined campaign?

Fr. Tim was approached by those coordinating the Diocesan Campaign with the opportunity to join with the Diocese and run a combined capital campaign allowing us to begin construction of our new worship space sooner. In a combined campaign, after meeting the Diocesan goal we are then permitted to keep 100% of the proceeds collected thereafter.

A majority of our parishioners expressed enthusiasm for Phase II during the Feasibility Study we conducted in the spring of 2011, with many indicating a willingness to support a campaign for our New Worship space while simultaneously meeting our Diocesan goal.

C-3 What is our combined campaign goal?

The goal of the combined campaign is to raise approximately \$7.1 million to meet Phase II project costs and fulfill our parish share of *Rooted in Faith, Forward in Hope*.

C-3a How much are parishioners being asked to contribute to this combined campaign?

Because each family's finances are unique, the campaign is being conducted on the basis of "equal sacrifice, not equal giving." Every family in our parish is asked to prayerfully consider making a pledge in the amount that is appropriate for their situation, payable for up to a five-year period.

For the sake of comparison, the \$6.5 million pledge total in support of Phase I was comprised of 1,295 pledges and one-time gifts from parishioners in the following amounts:

Raphael	\$500,000 and over	1
Seraphim	\$100,000 - \$499,999	4
Cherubim	\$50,000 - \$99,999	8
Archangel	\$25,000 - \$49,999	19
Guardian Angel	\$5,000 - \$24,999	244
Angel	up to - \$4,999	1,019
		1,295

Each gift was important and gratefully received in the spirit it was given. Our hope and prayer is that the Holy Spirit will move Saint Raphael parishioners and friends to once again make a significant investment in our Church that will enable us to surpass these impressive Phase I totals.

C-3b Is my pledge in addition to my contribution to the weekly offertory?

Yes. The parish relies on contributions to the weekly offertory to provide funds for the day-to-day operations of the parish. A pledge has a defined start and end date. Pledge payments are deposited into a dedicated fund and are utilized solely for the purposes outlined in the Phase II campaign brochure.

C-4 What happens if we don't reach our combined campaign goal?

Saint Raphael's can begin construction once it has collected 50% of the funds necessary for our Phase II. As in Phase I, a bank loan will be available to cover the costs until all pledges are collected.

C-5 When does a pledge to the combined campaign begin and how long will it last?

The active phase of the campaign is taking place in the fall and early winter of 2011, when a request will be made of all parishioners, school families, and friends of Saint Raphael for a pledge payable over a five-year period. Note that in the first campaign (Phase I), pledges were paid over a three-year period rather than a five-year period.

C- 6 How will the combined campaign be managed?

Individual pledges, initial down payments, and all subsequent payments will be recorded and collected by Saint Raphael Parish. Reminders will be issued monthly, quarterly, semi-annually or annually, depending upon the donor's preferred schedule, with return envelopes for convenience. Electronic Fund Transfers will be accepted.

A separate cash account is established to hold pledge payments for Phase II construction. A portion of campaign funds will be forwarded to the Catholic Community Foundation on a quarterly basis until the parish target has been paid.

C-7 To what extent are gifts to the campaign tax deductible?

Gifts to the campaign are tax deductible as allowed by law. The application of such laws varies with individual financial circumstances. Parishioners with specific questions regarding tax deductibility should contact an attorney or tax adviser.

C- 7a What are the tax advantages of donating to the campaign?

1. All contributions to the campaign are **tax deductible** as provided by I.R.S. guidelines.
2. If a donor contributes **appreciated securities (e.g., stocks)** that have been held for more than 12 months, no capital gains tax is due AND a charitable deduction for the full fair market value of the gift may be realized.
3. In 2011, individuals who are age 70-1/2 or older can make a tax-free gift from an **individual retirement account (I.R.A.)** to qualified charitable organizations, including Saint Raphael. Any amount up to \$100,000 can be transferred through the end of 2011 and not incur any income taxes on the distribution.

Contact the Parish Office, 440-871-1100, ext. 146 for more information.

C-8 Can I make a Matching Gift with my company?

Many corporations endeavor to match the charitable contributions of employees. Please contact your company's Human Resources professional to determine if your company participates in a Matching Gift Program. If you have questions, please call Joyce Wager in the parish office, 440-871-1100, ext. 146.

C-9 Will the Catholic Charities annual appeal be conducted in the same manner as past years during the combined campaign?

Yes. Saint Raphael will continue to run the Catholic Charities Appeal in the standard manner and timeline.

C-10 How does electronic giving work?

Pledge payments can be made directly from a donor's checking or savings account. An electronic giving form is available through the parish office, 440-871-1100, ext. 146, or online at saintraphaelparish.com. Funds are drawn from the donor's account beginning on the 10th of the month after the form is completed, or on the 10th of the month of the donor's choosing.

C-11 Will there be additional future fund raisers in support of the church?

There will likely be event fund raisers in support of Phase II, similar to the successful "Casino Night" that provided funds for Phase I.