



# Parishes And Curia Together

## PARISH SUPPORT NEWSLETTER

**Volume 10, Issue 8, August 2025**

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### Calendar Dates and Special Collections to Note:

- 8/15 Assumption Curia Closed

### Join “The Roundtable” August 21, 1-3pm Topics - TTEF, Canva and iGiveCatholic

### To Do List

- Submit Status Animarum if you haven't already done so. Due July 31, 2025
- Submit Roundtable discussion questions to Vicariate Directors, PCI or Steering Committee
- Send Monthly Update Report created in Servant Keeper to [monthlyupdatelist@archstl.org](mailto:monthlyupdatelist@archstl.org)
- Prepare QuickBooks for Balance Review

### Training with Parish & Curia Integration

PCI offers classes for Parish Helper Online, Servant Keeper, and Sacraments. Classes are held monthly at the Rigali Center. Click the link below to see class offerings, dates and registration.

**[Click here for PCI Training Class offerings, dates, and registration](#)**

## The Roundtable: An Invitation to Gather

We invite you to join us August 21 from 1-3pm for our next Roundtable session. Topics for discussion during this month's Roundtable include Canva, #iGiveCatholic, and the scholarship information from the Today & Tomorrow Education Foundation. Please submit any question or topics you would like addressed at the next Roundtable to your Curia Steering Committee member, Vicariate Director or to [ParishCuriaIntegration@archstl.org](mailto:ParishCuriaIntegration@archstl.org). Look for your invitation to join us for The Roundtable in your email the week before our August 21st Roundtable gathering. We look forward to our next opportunity to gather around the table with you!

## Status Animarum Update

So far, 80 parishes of the 152 due (53%), have submitted their 2025 Status Animarum. We appreciate all your hard work and time. The Status Animarum is due **July 31st**. We had several parishes that have emailed the signed verification form and parish Household/scatter report but have not completed the Status because they did not hit the "Submit Annual Report" button in PHOL. Please remember to select the "Submit Annual Report" before emailing the signed verification form and Household/Scatter Report. Please refer to the Year End Checklist in PHOL on the procedures tab to view the status of your Status Animarum submission. It is **not** necessary for parishes to complete the Internal Questionnaire at this time. If you need assistance with the Servant Keeper groups, sacrament recording or the submission process please contact Parish and Curia Integration.

For those who have not yet submitted, we remind you to take the time to carefully check all sacraments entered in Parish Helper OnLine against your registers. Look for misspelled names, duplicate entries, missing information, minister of sacrament not listed with proper title, females not recorded with maiden name and incorrect dates. If you discover any errors on your Baptism, Confirmation, or Marriage registers after you have submitted the Status Animarum, please contact Parish and Curia Integration to have your Status Animarum reset at 314.792.7660 or [ParishCuriaIntegration@archstl.org](mailto:ParishCuriaIntegration@archstl.org).

Follow-up letters from the vicars will be going out in early September to parishes that have not submitted the Status Animarum and the required documents.

## Fiscal Year-End Preparation

As presented at the July Curia Connections meeting and included in the post-meeting follow up communications through the Vicariates, year-end financial reviews will be conducted by each Vicariate's Finance Liaison and are scheduled to begin on August 15th. If your books are ready for review prior to August 15th, please email your vicariate financial liaison to initiate the process. Thank you for your attention to this important process. Please don't hesitate to reach out if you have any questions.

Mike Manna, Finance Liaison Western Vicariate, [mikemanna@archstl.org](mailto:mikemanna@archstl.org)  
Kathy Smith, Finance Liaison Southern Vicariate, [kathysmith@archstl.org](mailto:kathysmith@archstl.org)  
Mary Weiskopf, Finance Liaison Northern Vicariate, [mweiskopf@archstl.org](mailto:mweiskopf@archstl.org)

## Status Animarum Sacrament Corrections

Parishes who submitted their Status Animarum sacramental records with misspelled names, duplicate entries, missing information, minister of sacrament not listed with proper title, females not recorded with maiden name and incorrect dates will be contacted by the Parish and Curia Integration Office via the parish email. Please make the necessary correction and resubmit your Status if directed to do so by Parish and Curia Integration. We thank you for taking the time to ensure your parish sacraments are recorded completely and accurately.

## Servant Keeper Cloud News

The Parish and Curia Integration team is focused on helping parishes run more smoothly and securely. When we were notified that Servant Keeper would stop supporting all local (non-cloud) versions as of May 2025, we took action to ensure your data remains protected and your operations uninterrupted. Starting July 1, 2025, the Archdiocese has partnered with Servant Keeper to provide Version 8 Cloud – Better to all parishes at no cost.

### What does this mean for you?

- If your parish is already using Version 8 Cloud: Great news—you'll continue using the system as you do today, but you will no longer receive a monthly or annual bill. If your parish is using a local (non-cloud) version: Servant Keeper's White Glove Service will convert your data to the cloud for free. These conversions are scheduled individually by Servant Keeper staff, and training and support will be provided every step of the way by both Servant Keeper and our Parish & Curia Integration team. Contact PCI to start the upgrade process at 341.792.7660.

### What features are included in Version 8 Cloud – Better?

- Full support and regular updates
- Enhanced security
- Unlimited emails
- Online Giving with Text-to-Give. You have the option to migrate to Servant Keeper's Online Giving and Text-to-Give at any time.
  - If your parish is currently using another e-giving provider you may continue to do so with the option to migrate to Servant Keeper in the future.
  - You may choose to use only Servant Keeper's Text-to-Give feature and stay with your current e-giving provider.
- Unlimited users (staff, volunteers)
- Unlimited families and members tracked
- 1,000 Texts/month
- Child Check In
- Basic Website
- Basic Church App
- And much more: [View full feature list](#)

We're here to help make this transition smooth and successful. If you have questions contact the Parish and Curia Integration team at 314-792-7660.

## Office of Sacred Worship

Materials from Liturgy Training Publications (LTP) can be ordered through our office again this year! All materials are offered at a discount when ordered through our office. We will continue to do the same process as previous years and all orders will be shipped directly to the parish, this is included in the price while still giving parishes a discount on all titles. There will be no book pick-up and no additional costs to have the books shipped as all orders will ship directly.

**PLEASE NOTE:** We are asking that all orders be placed by **Monday, August 27, 2025**. The bulk order will be placed the week of the August 27th. Payment will be due at the time of placing the order or before August 27th, 2025. Please be sure to include an accurate parish name, full parish mailing address, and contact name on your order form so we are able to ship all of the orders correctly to you the first time.

[Click Here](#) for Order Form and additional information. Please contact Oliva Underwood, Office of Sacred Worship 314.792.7235 or [oliviaunderwood@archstl.org](mailto:oliviaunderwood@archstl.org) for more information.

## 2025-2026 EPV Grant Process

Ensuring Parish Viability grants, awarded on an annual basis, are grants from the Archdiocese of St. Louis to parishes that have experienced demographic change to assist with capital project, debt, or evangelization efforts.

The process for Ensuring Parish Viability grants will launch in August with a communication from Archbishop Rozanski to pastors inviting those eligible to consider applying for a grant. The timeline is below.

### Ensuring Parish Viability (EPV) Grants Timeline

- August 11 – EPV process begins with email from Archbishop Rozanski to Pastors. EPV grant applications become available.
- September 5 – Parishes should request applications by this date to allow time to complete the application.
- October 10 – Deadline for application submission.

Helpful tip: Submit your applications early if you can. Any application received after October 10 will be denied or possibly considered as a lower priority.

To give your parish the best chance of success, and to avoid having your application returned for correction, please be sure to use the helpful checklists provided with the application. Incomplete or incorrectly formatted applications cannot be accepted. If you have questions about what type of project might be most successful, or other questions about eligibility or building the best proposal for your parish, please contact Brian Niebrugge at [NiebruggeB@archstl.org](mailto:NiebruggeB@archstl.org) or 314.792.7681.

## Certificate of No Tax Due

Several parishes have upcoming events requiring a liquor license and need a Certificate of No Tax Due. The Missouri Department of Revenue requires each parish to request its own letter. [Click here](#) for more information and instructions to apply for your copy. The Missouri Department of Revenue mails the Certificates to Linda Albrecht at the Curia. She then scans and e-mails the certificate to the parish. The Certificate of No Tax Due from the Missouri Department of Revenue required for the Liquor License application must be dated within 90 days of the Liquor License application date. The parish event date does not have to be within 90 days of the Certificated of No Tax Due.

## Save the Date

### #iGiveCatholic - December 2



SAVE THE DATE! #iGiveCatholic happens on Giving Tuesday, December 2, 2025! Please take a moment to watch Archbishop Rozanski, who recently joined the National #iGiveCatholic Board of Directors, share a message about Giving Tuesday by clicking #IGC Archbishop Rozanski Video.

Important #iGiveCatholic dates to remember include:

- **Registration Opens: Monday, August 18, 2025**
- **Registration Closes: Friday, November 1, 2025**
- **Advance Giving Phase: Monday, November 17 – Monday, December 1, 2025**
- **Giving Day: Tuesday, December 2, 2025**
- **Close of Offline Giving: Tuesday, December 9, 2025**

We are excited about #iGiveCatholic in 2025. #iGiveCatholic switched to a new giving platform, Mightycause, because it is easier-to-use, has better reporting, and has lower rates, all leading to greater donations.

Please confirm your intent to participate in #iGiveCatholic 2025 by clicking #IGC Participation Survey and completing the simple form. We'll provide updates, alerts when registration opens on August 18, 2025, information on contests and prizes, and answer any of your questions.

#iGiveCatholic envelopes are available for free from Our Sunday Visitor. #iGive Catholic participants around the country use the free #iGiveCatholic envelopes to encourage donations at Holy Mass or other events. Donors can place donations in the envelopes or scan the QR Code on the envelope to give online. Email [JackWagner@archstl.org](mailto:JackWagner@archstl.org) to let us know the envelope quantities you need. Envelopes are available in English and/or Spanish.

Thank you for considering this easy and fun way to raise critical donations for your missions. Let us know how we can help. Reach out to [NiebruggeB@archstl.org](mailto:NiebruggeB@archstl.org) or [JackWagner@archstl.org](mailto:JackWagner@archstl.org) at the Archdiocese of St. Louis Annual Catholic Appeal.

## Rural Parish Clinic

**Special Event:** Missouri Baptist Medical Center will be offering 3D Mammography screenings at St. Joachim Church 10120 Crest, Cadet, MO 63630 on **August 11** from 8:45am to 2:00pm. Call Theresa to see if you qualify for a free screening 314-996-7585. The Rural Parish Clinic mobile medical and mobile dental units serve rural uninsured residents aged 19-65 who meet income guidelines of less than 200% federal poverty level. We target the working poor-those who cannot afford insurance premiums or are laborers that are not offered healthcare in their work or are self-employed. To learn more visit us at [www.archstl.org/rpc](http://www.archstl.org/rpc).

August				2025		
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Bonne Terre	5 Troy	6 Troy	7 Troy Cedar Hill	8 Troy	9
10	11 Troy Cadet	12	13 Cadet	14 Cadet St Clair	15 Assumption 5 Cadet	16 Cadet
17	18 Cadet Potosi	19 Cadet	20 Cadet	21 Cadet Union	22 Cadet	23
24	25 Cadet Cadet	26	27	28 St Clair	29	30
31						

### PARISH & CURIA INTEGRATION

[archstl.org/about/offices-agencies/curia-integration](http://archstl.org/about/offices-agencies/curia-integration)

Parish and Curia Integration serves both parishes and Curia. We serve St. Louis pastors, parish staff, Curia members, volunteers, USCCB and parishes outside of the diocese. It is our mission to provide training and support. We either have the answer, will get the answer, or refer you to someone who can assist. We are here to help.

**Phone: 314.792.7660**

**Email: [ParishCuriaIntegration@archstl.org](mailto:ParishCuriaIntegration@archstl.org)**