

BASA 2024 Parish Checklist

Project	Recommended Date(s)	Person(s) Responsible	Support Page in Guide	Completed y/n
Appoint Appeal Committee Chair	Prior to Start	Pastor	Page 6-7	
Select Lay Witness Presenter(s)	Early January	Pastor/Chair	Pages 9-10	
RSVP to attend BASA Training	<i>See guide for training dates /locations</i>	Pastor of Parish Admin/Chair/Business Manager or Secretary	Page 8	
Use BASA Bulletin Announcements	January 27-28 February 3-4 February 10-11 February 17-18	Chair/Bulletin Editor	See Online Resources	
Use BASA Pulpit Announcements	January 27-28 February 3-4 February 10-11 February 17-18	Pastor/Chair/Pulpit Announcer	See Online Resources	
Pastor Speaks briefly about BASA	February 3-4	Pastor		
Lay Witness Speaks at Mass	February 3-4	Lay Witness	Page 9-10 and Online Resources	
Prepare in-pew materials to hand out prior to each Mass next weekend	February 3-4	Chair/In-Pew Coordinators	Page 10-11 for tips	
Show BASA Video and conduct in-pew request process	February 10-11	Chair/In-Pew Coordinators	Page 10-11	
Follow-Up Weekend script and in-pew process	February 17-18	Chair/In-Pew Coordinators	Page 11	

**Your parishioners may make a secure pledge or gift online at www.dosaf.com/bishopsappeal
Their gift will be credited to your parish.**

The 2024 BASA Campaign Closes September 30, 2024
Gifts postmarked after 12/31/24 are applied to the next year's annual appeal.