

OFFICE FOR DIVINE WORSHIP
December 2016

Website for the Office for Divine Worship

Website: www.odwphiladelphia.org

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With Archdiocesan Responsibilities

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NEW LOCATION FOR THE OFFICE FOR DIVINE WORSHIP

The Office for Divine Worship is now under the Moderator of the Curia, Monsignor Daniel J. Kutys, as of July 1, 2016, and is no longer a part of the Secretariat of Evangelization. As part of this realignment, the Office itself has moved from the 8th floor to the 7th floor of the Archdiocesan Pastoral Center. **Office phone number remains the same. Please note our new Fax number under contact information above.**

UPCOMING WORKSHOPS

**See the website of the Office for Divine Worship (www.odwphiladelphia.org)
for the schedule and registration information
for all liturgical ministry and liturgical music workshops
for 2016 – 2017.**

LITURGICAL CALENDAR ITEMS

FIRST SUNDAY OF ADVENT

Sunday, November 27, 2016

The Blessing of an Advent Wreath may take place at the conclusion of the Universal Prayer on this Sunday. See *Book of Blessings*, Chapter 47, Order for the Blessing of an Advent Wreath. The Advent Wreath needs only to be blessed once, perhaps at the Anticipated Mass for the First Sunday of Advent.

As we approach the beginning of another year of the Liturgical Calendar, please note the Lectionary cycles for 2017 are:

- *Sunday Cycle – Year A*
- *Weekday Cycle – I*

SOLEMNITY OF THE IMMACULATE CONCEPTION OF THE BLESSED VIRGIN MARY

Thursday, December 8, 2016

The Solemnity of the Immaculate Conception, the patronal feast of the United States of America, is *always* a Holy Day of Obligation, even if it falls on a Monday or Saturday.

SOLEMNITY OF THE NATIVITY OF THE LORD (CHRISTMAS)

Sunday, December 25, 2016

The Solemnity of the Nativity of the Lord is *always* a Holy Day of Obligation, even if it falls on a Monday or Saturday

4:00 P.M. is the earliest time in the Archdiocese of Philadelphia for a Vigil Mass for the Solemnity of the Nativity of the Lord.

THE OCTAVE DAY OF THE NATIVITY OF THE LORD: THE SOLEMNITY OF MARY, THE HOLY MOTHER OF GOD

Sunday, January 1, 2017

FEAST OF SAINT JOHN NEUMANN

Thursday, January 5, 2017

The commemoration of Saint John Neumann enjoys the rank of a *feast* in the Archdiocese of Philadelphia for both the celebration of Mass and the Divine Office. Therefore, both at Mass and for the Liturgy of the Hours those features proper to a *feast* are observed.

BLESSINGS RELATED TO ADVENT AND CHRISTMAS

- The rite for the blessing of an Advent Wreath, a Manger or a Nativity Scene, a Christmas Tree, and of homes during the Christmas season, are found in the *Book of Blessings*. The introductions to these various blessings offer helpful pastoral and liturgical information. The provided blessings for an Advent Wreath and a Manger or Nativity Scene maintain an important balance and perspective with regard to these elements of devotion and the celebration of the Sacred Liturgy.
- Priests and deacons may consider, in conjunction with Advent, using the *Rite for the Blessing of a Child in the Womb*, published by the United States Conferences of Catholic Bishops in 2012. For more information on this Rite and to order in English or Spanish, see: <http://www.usccb.org/about/pro-life-activities/prayers/pro-life-blessings.cfm>

COLDS AND FLU

AND THE CELEBRATION OF THE SACRED LITURGY

- ❖ Ministers of Holy Communion should wash their hands before Mass begins, or even use an alcohol based anti-bacterial solution in the pew before distributing, and after purifying their fingers after the distributing Holy Communion;
- ❖ People feeling ill should avoid receiving Communion from the chalice.

Priests are encouraged to use good pastoral common sense to allay the fears of the faithful during cold and flu season. An example of this might include refraining from the use of the Sign of Peace during the celebration of Mass and reminding the faithful not to receive the Precious Blood if they are ill.

CHRISTIAN INITIATION OF ADULTS

The Office for Divine Worship has the responsibility for direction, guidance and support of pastors and those who collaborate with them in the formation of adults for Christian Initiation. Additional information on Christian Initiation for adults can be found on the website for the Office for Divine Worship, under the heading *Christian Initiation*.

- For the current *Christian Initiation Information Periodic Mailing*, see: <http://www.odwphiladelphia.org/christian-initiation/>.

EXTRAORDINARY MINISTERS OF HOLY COMMUNION

All Extraordinary Ministers of Holy Communion are to have an appointment letter from the Archbishop.

- Candidates are to be fully initiated practicing Catholics, high school graduates, validly married (if married), recognized for faith and devotion to the Holy Eucharist as well as for service in the parish/institution.

Pastors and chaplains are encouraged to send new Extraordinary Ministers of Holy Communion to the archdiocesan formation sessions. Current Extraordinary Ministers of Holy Communion are also welcome to attend. Here, you can find already scheduled workshops to attend:

[Extraordinary Ministers of Holy Communion Workshops](#)

- Extraordinary Ministers of Holy Communion typically serve for three years. Pastors/chaplains may renew terms, if agreeable and in consultation with the minister.
- Pastors and chaplains are reminded to inform the Office for Divine Worship if they conduct their own formation and to send to this office their request for new Extraordinary Ministers of Holy Communion.
- Request forms can be found on the Office for Divine Worship website. Letters of Appointment from the Archbishop will then follow.
- Extraordinary Ministers of Holy Communion are appointed for a three-year term and for the place where they are commissioned. Terms may be renewed if agreeable to both the pastor/chaplain and the minister.
- All records of active Extraordinary Ministers of Holy Communion are maintained by the parish/institution.
- **Extraordinary Ministers of Holy Communion are commissioned after participation in a training session, according to the form found in the *Book of Blessings*, Chapter 63, "Order for the Commissioning of Extraordinary Ministers of Holy Communion."**
- Extraordinary Ministers of Holy Communion only serve in the parishes/institutions for which they are commissioned.

GUIDELINES FOR THE CONSERVATION OF CREMATED REMAINS

Cardinal Müller, Prefect of the Congregation for the Doctrine of the Faith, issued the Instruction *Ad resurgendum cum Christo*, regarding the proper burial of the deceased Christian and the conservation of the ashes in the case of cremation, this past October 25, 2016. Our current archdiocesan guidelines, *Norms Regarding Cremation in the Archdiocese of Philadelphia*, published on September 6, 2013, accord with the Vatican Instruction. The Instruction provides a concise presentation of the faith of the Church with regard to the resurrection of the body and the reverence that accompanies the burial of a Christian. The preference for the burial of the body is reiterated. Yet, the increased use of cremation requires explicit norms. Namely, the ashes are

to be interred and not maintained in a domestic residence, are not to be divided up in any way, and are not to be scattered. The recent Vatican guidelines and the archdiocesan guidelines can be found on the website of the Office for Divine Worship: <http://www.odwphiladelphia.org/sacred-liturgy/archdiocesan-guidelines/>. An audio explanation of the Vatican guidelines can be found at: <http://philadelphia.cbslocal.com/2016/10/25/vatican-issues-new-guidelines-on-cremation-says-no-to-scattering-ashes/>.

Please share this information with those who assist you with Funeral preparations and with the Funeral Directors in your parish.

THE NEW ORDER OF CELEBRATING MATRIMONY

The *Order of Celebrating Matrimony* becomes mandatory for use as the only English edition for celebrating marriages in the United States, and therefore in the Archdiocese of Philadelphia, as of December 30, 2016. Copies of this ritual book are available from a number of publishers in the United States.

The notes for the September-October Workshops on the revised *Order of Celebrating Matrimony* can be found on the website of the Office for Divine Worship.

TO OBTAIN A COPY OF THE ORDER OF CONFIRMATION

As of Pentecost 2016, the revised *Order of Confirmation* is the only ritual book to be used by priests when delegated by the Archbishop to celebrate the Sacrament of Confirmation. This new ritual book is only published in a bi-lingual (Spanish-English) format by the United States Conference of Catholic Bishops. To purchase a copy of *The Order for Confirmation*, <http://store.usccb.org/SearchResults.asp?Search=order+for+confirmation&Submit=>

PUBLICATION OF SUNDAY AND WEEKDAY READINGS FOR THE PARISH WEBSITE AND THE PARISH BULLETIN

Pastors are encouraged to publish aids for the Sunday and Weekday readings for Mass on the parish website and/or in the parish bulletin to foster a reading of the Word of God outside of Mass and also as a preparation for Mass. The United States Conference of Catholic Bishops provides the following website which could be published: <http://www.usccb.org/bible/readings>.

FROM THE DIRECTOR OF LITURGICAL MUSIC



*Concerts at the
Cathedral Basilica*

*Come and Experience
Great Music in the Cathedral*

Christmas at the Cathedral Basilica
Sunday, December 11, 2016 at 3:00 PM

The choirs of the Cathedral Basilica and the Archdiocese of Philadelphia join forces in beautiful carols and the traditional music of Christmas. Resounding brass add to the spectacle as hundreds of voices sing in celebration of festive season!

Premium Front, \$43.50
Front Section, \$37.50
General Admission Front \$32.50
General Admission Balance, \$24.50
Senior Admission, \$19.50
Student Admission - *must present valid student ID*, \$10

For more information and to
Purchase Tickets visit:
www.CathedralPhilaConcerts.org

For more information, click below

<https://cathedralphilaconcerts.org>

A CELEBRATION OF ADVENT WITH MUSIC

Each Saturday here at the Cathedral, there will be a special presentation of advent repertoire 15 minutes prior to the Anticipated Mass. Come hear our fine organists, Karl Heck and Zach Hemenway, as they help us to prepare for the Christmas Season with the sounds of advent.

DON'T PICK ANY OLD "ORDINARY" SETTING FOR YOUR ORDINARY

Throughout the liturgical year, we are often changing the Ordinary of the Mass. What are the reasons we are changing it? And how do we pick the next setting? Most often, we select a different Mass setting because we are entering a new liturgical season, or because we just tire of the setting we've been doing week after week. But it is imperative that we are choosing a new setting based upon the sensitivity and tone of that upcoming season. It's a good idea to create a chart of the liturgical seasons and have the Ordinary change each year in a cyclical pattern. As we approach the Advent Season, I'd like to suggest a few Mass Settings that would capture the appropriate mood of Advent, with a subdued setting.

People's Mass, Vermulst
Mass for A New Century, Christopher Pardini, Paired with the David Isele Lamb of God
Mass for Christian Unity, Vermulst

MUSIC PREPARATION FOR THE FUNERAL OF A PRIEST

With the death of an Archdiocesan Parish Priest, the Director of Music at that respective parish is to contact Charlene Angelini with regards to the preparation of liturgical music for the Funeral Mass. There are subtle nuances that accompany these funeral rites, which in some ways differ from the typical funerals that music directors, parish organists and cantors minister to each week. It is my pleasure, as the Director of Music, to help coordinate all of the specific details of a Priest's Funeral Mass, to ensure that the Music Ministry is comfortable and prepared for these occasions. If the parish Music Director does not contact me, I will personally reach out so that everything is in order. I can be reached at cangelini@archphila.org

COPYRIGHT LICENSES AND RESPECT FOR INTELLECTUAL PROPERTY

It is essential in our ministry as liturgical musicians to legally and respectfully designate copyright information to each piece of music used for our congregations every week. Three commonly used services for copyright permissions are: OneLicense.net (GIA), LicenSing (OCP), and WLPMusic.com (WLP/J.S. Paluch). You most likely will be able to choose one of those services based on the hymns most often used by your parish. For each service, membership is based upon the number of the congregants in your parish. Subsequently, you can obtain a single-use license for a daily devotion, special celebration or conference which starts at the nominal fee of \$30. **In the past, it has been the custom that some parishes have called the Office for Divine Worship in order to use our License for a one-time use. We can no longer do this, as this practice has become overused and excessive with certain parties.** It is our duty to make sure that the total equitable distribution of royalties go to the church's valued composers and text writers and be reported with 100% accuracy. Each parish needs to assume the responsibility of upholding the copyright laws set forth. For more information on how to obtain an annual or one-time-use license, you can visit the following:

<https://www.onelicense.net>
<https://www.licensingonline.org/en-us/>
<http://www.wlp.jspaluch.com/>

SAVE THE DATE
WEDNESDAY, MAY 3, 2017
Cathedral Chapel
7:00PM

MUSIC FOR THE NEW MARRIAGE RITUAL

*COME AND CELEBRATE THE JOINING OF THE OLD AND THE NEW!
TOGETHER AS ONE, WE WILL EXPLORE LITURGICAL
MUSIC FOR THE OPTIONS IN THE NEW MARRIAGE RITUAL, INCLUDING THE INTROIT,
MUSIC DURING THE CELEBRATION OF MATRIMONY, COMMUNION ANTIPHONS AND
MORE!*

GIVEN WITH LOVE BY FATHER DENNIS GILL AND CHARLENE ANGELINI

ARCHDIOCESAN CHOIR AUDITIONS

After the first of the year, we will be holding auditions for both the Archdiocesan Adult Choir and the Archdiocesan Boys and Girls Choir. We will be sending out the dates for auditions in December 2016.

LINKS TO HELPFUL INFORMATION

MAKE SURE YOUR PARISH RECEIVES THE MOST CURRENT INFORMATION

Please notify the Office for Divine Worship if there are any changes to the Coordinators serving as liaisons between your parish and the Office for Divine Worship. The Coordinators Contact Form is available online.

FOR THE MOST RECENT NEWSLETTER FROM THE USCCB

Individual issues of the Newsletter are posted online around the fifteenth of the month approximately three months after they have been released to subscribers.

<http://www.usccb.org/about/divine-worship/newsletter/>

For information on subscribing to the newsletter, visit:

<http://www.usccb.org/about/divine-worship/newsletter/>.

FOR PAST MONTHLY MAILINGS OF THE OFFICE FOR DIVINE WORSHIP visit:

<http://www.odwphiladelphia.org/sacred-liturgy/monthly-mailings/>.