



## ARCHDIOCESE OF PHILADELPHIA

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222 North Seventeenth Street • Philadelphia, Pennsylvania 19103-1299

OFFICE of the MODERATOR of THE CURIA

August 24, 2017

Dear Friends,

On behalf of Archbishop Chaput and Bishop Senior, I am writing to all those who have received direct mail and in-pew solicitations for the Annual Catholic Charities Appeal (CCA) and/or the Annual Seminary Appeal (SA) in the Archdiocese of Philadelphia. These appeals utilize separate and designated lockboxes through a bank facility for the processing of all direct mail and in-pew donations. This procedure is in keeping with best practices for large fundraising initiatives of this nature.

*We have been informed of a procedural breakdown at the bank lockbox facility responsible for handling such donations for these appeals. Following an internal review by the bank, it was determined that some donations were manually mishandled, misappropriated, or not processed. The CCA and SA were affected and it is important for us to communicate with you directly about this troubling development. It is being taken seriously and the investigation into this matter is ongoing.*

*Currently, we are working to analyze the level of financial exposure in order to determine restitution for these campaigns. It is important to note that this issue could not have been prevented by the Archdiocese, CCA, SA, or the Catholic Foundation of Greater Philadelphia (CFGP), which administers these appeals.*

*We did discuss donor privacy concerns with the bank, which does not believe that any donor's personal information has been compromised. The bank also informed us that no electronic data was compromised in connection with this matter. Rather, an individual, who is now a former employee of the bank, was manually tampering with donations mailed to the lockbox. This individual has been arrested and faces criminal charges. If you suspect any unusual or unauthorized charges to your personal accounts, please contact your financial institution.*

On the reverse side of this letter, you will find answers to questions that may be asked frequently. A dedicated toll-free call center has also been established to field inquiries regarding this matter. If you have additional questions, please call **1-866-812-8700**.

If you have already made a contribution to either campaign this year, thank you. If you plan to donate to these appeals, but have not yet done so, *please know the bank has assured us that appropriate corrective actions have been taken and that this procedural breakdown has been remedied.*

We count on your continued support of the Church's charitable ministries and its program of priestly formation. May God bless you for your goodness.

Sincerely in Christ,

A handwritten signature in black ink that reads "Daniel J. Kutys".

Rev. Msgr. Daniel J. Kutys  
Moderator of the Curia

**What if my donation was processed (that is, my check has cleared or my credit card has been charged)?**

Again, thank you for your ongoing support as we count on your donations. Based on the information provided by the bank, if your donation has been processed and you have received a thank you and acknowledgment letter from the appeal(s) to which you donated we do not believe that either your donation or personal information was impacted.

If after reviewing your bank or credit card account, however, you suspect any unusual or unauthorized charges, please contact your financial institution immediately and please also call us at 1-866-812-8700.

**What if I mailed cash (i.e. actual currency and not a check)?**

Based on the information provided by the bank, if you mailed actual cash and you have not received a thank you or acknowledgement letter from the appeal(s) to which you donated, it is possible that your donation was misappropriated.

If this is the case, please contact us at 1-866-812-8700.

**What if I mailed a check and my donation has not been processed?**

It could take up to three weeks for a check or credit card donation to be processed after it is mailed with your reply card. If your check has not cleared or your credit card has not been charged, and more than three weeks have passed, it is likely that your donation has not been processed and may not be processed.

Based on the information provided by the bank we do not believe your personal information has been compromised. However, we do recommend that you review your bank or credit card account activity as a matter of precaution. If you suspect any unusual or unauthorized charges, please contact your financial institution immediately and please also call us at 1-866-812-8700.

**What if I made a donation online?**

If you made an online donation to either appeal, we have no reason to believe that your contribution was impacted. The matter at hand deals solely with donations processed by the bank lockbox facility.