A CATHOLIC FUNERAL PLANNING GUIDE

THE CHURCH OF CHRIST OUR LIGHT

PRINCETON / ZIMMERMAN

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INTRODUCTION

Dealing with death and grief over the loss of a loved one is very painful. During such an emotional time, it is hard to make decisions, and yet, there are necessary arrangements that must be made. It is for this purpose that Christ Our Light Catholic Parish presents this informational booklet to you.

The funeral home of your choice should be contacted immediately upon the death of a loved one. They will assist you in making the necessary funeral arrangements and will contact the church for you. You may also call the church yourself, if you prefer.

Either the parish priest and/or a pastoral minister will provide assistance and support to you and your family. They will meet with you to discuss the service, listen to your preferences including music and scripture readings, and work out the details with you.

As a Eucharistic Community, we believe that each funeral service should reflect our faith in Jesus as our Lord and Savior, and the life of the deceased, while meeting the needs of the family and the assembled community. It is our role as the Eucharistic family to accommodate these needs.

It is helpful to have information available for those doing the planning. It is our hope that this booklet will be a helpful guide to you and your family in planning for the day when funeral arrangements must be made. You may want to share this information with relatives and friends.

"By means of the funeral rites it has been the practice of the Church, as a tender mother, not simply to commend the dead to God but to raise high the hope of its children and to give witness to its own faith in the future resurrection of the baptized with Christ." *(1969 Decree promulgating the Order of Christian Funerals-OCF)*

In planning and celebrating the various parts of the Funeral Rite, it is our hope that this quote will bear fruit. May your experience be filled with hope, support and faith.

This booklet is here to aid you in planning the rites we celebrate; the Vigil, Funeral Liturgy and Committal. Through prayerful worship, we give honor to the deceased, hope to those gathered in prayer and praise to God for the life given and shared with us. We are here to help you! Though this booklet will answer many of your questions, feel free to contact us for help or guidance.

God bless you in your planning and celebration.

FUNERAL FEES as of 12/28/15:

	Members**	***Non-Members***
Use of the Church for Funeral	*$100.00*	*$200.00*
Homilist/Presider for Funeral	*$100.00*	*$150.00*
Guest Presider for Funeral	*$50.00*	*$50.00*
Use of the Church for Visitation Service night before	*$50.00*	*$100.00*
Presider for Visitation Service	*$25.00*	*$50.00*
Luncheon	*$3.50 per person*	*$5.00 per person*
Dessert & Beverage Option	*$1.00 per person*	*$2.00 per person*
Pianist	*$100.00*	*$100.00*
Song Leader	*$100.00*	*$100.00*
Cemetery Marking Fee	*$50.00*	*$100.00*
Monument Marking Fee	*$50.00*	*$100.00*
Snow Removal	*$150.00*	*$250.00*

*****Parish Members are considered registered, active and supporting members of Christ Our Light Catholic Parish.***

Additional Funeral Fee when a Family Chooses not to Utilize the Presence of a Funeral Home Staff at the Church

	Members**	***Non-Members***
Administrative/Coordinator Fee	*$100.00*	*$150.00*

All fees subject to change without notice.

PARISH PRAYERS/ VISITATION

It is suggested to offer a time when people can join you in keeping watch (or vigil) for the deceased. Often friends and family wish to express their wishes to you during this reviewal time. The reveiwal typically takes place on the night before the funeral and/or just before the funeral. During this reviewal a Parish Prayer Service can take place.

Parish Prayer Service is the preferred title to what is commonly referred to as the Wake Service. The reviewal and Parish Prayer Service can take place either at the funeral home or at the church, depending on availability.

Either the Deacon or a Lay Minister will preside at the Parish Prayer Service.

There are a number of optional prayers that the Church provides for use at the Parish Prayer Service.

Check all preferences:

___ Visitation at Funeral Home (evening prior)

___ Visitation at Church (day of funeral)

___ Vigil Scripture Service

___ Tribute/Sharing of Memories during the Parish Prayer Service

___ Memory Table (photos, mementos that reflect and honor a person's life)

Items: _____

_____

FUNERAL MASS / SERVICE

The rituals and prayer surrounding death are a witness to the faith of the one who has died. They give comfort to the community of family, friends, and associates who have surrounded the deceased during life. These rituals affirm and express solidarity between the living and the dead in the communion of saints. The Funeral or Memorial Service can take place during the day or evening.

The funeral liturgy with Eucharist is conducted by a priest. A funeral liturgy without Eucharist is conducted by a deacon or a priest. Either service is an appropriate prayer to shift the focus from the ending of a life to its new beginning in eternity.

The funeral Mass is customarily held in the parish church of the deceased or his/her family. When a funeral takes place without a Mass, it may be conducted either at the funeral home or at the church.

A Word Service in the church or funeral home is the recommended option for someone who has been away from the church or is a spouse/relative of a parishioner. The pastor can help in advising on these matters.

LUNCHEON

Luncheons (or dessert & beverage option) can be provided at either church location. Costs are included on the stipend page. A catering service may also be employed.

The downstairs church fellowship hall may be used for your luncheon.

CREMATION

In May, 1963, the Vatican lifted the prohibition forbidding Catholics to choose cremation. This permission was incorporated into the Order of Christian Funerals. It then became standard practice to celebrate the funeral liturgies with the body and then take the body to the crematorium.

The Church ***strongly*** prefers that cremation take place after the full funeral liturgy with the body. The presence of the body most clearly brings to mind the life and death of the person and better expresses the values that the Church affirms in its rites. However, when this is not possible, some of the usual rites which are celebrated with a body present may also be celebrated in the presence of cremated remains.

During the liturgies, the cremated remains are treated with the same dignity and respect as the body.

The paschal candle and sprinkling with holy water are primary symbols of baptism, and should be used during the Mass. However, the pall is not used. (The pall is the large, white piece of cloth that is draped over the coffin.)

Appropriate, worthy containers, such as a classic urn, are proper for the cremated remains.

Respectful final disposition of cremated remains involves interment or entombment. Burial options include a family grave in a cemetery marked with a traditional memorial stone or an urn garden, a special section in a cemetery with small, pre-dug graves for urns, or the entombment of the cremated remains in a columbarium, an arrangement of niches into which an urn or other worthy vessel is placed for permanent memorial.

The practice of scattering cremated remains on the sea, from the air or on the ground, or keeping cremated remains in the home of a relative or friend of the deceased are not the reverent disposition that the Church requires.

SUGGESTED OLD TESTAMENT - FIRST READING

1. **Exodus 33:17-24** *You are my intimate friend*
2. **Number 6:22-27** *May God bless and keep you*
3. **Deuteronomy 30:11-12, 15-16, 19-20** *I have set before you life and prosperity*
4. **1 King 19:11-13** *God is in the tiny whispering sound*
5. **Proverbs 31:10-13, 19-20, 30-31** *A capable wife*
6. **Ecclesiastes 3:1-8** *To everything there is a season*
7. **Wisdom 3:1-9** *Death is not the end, but the hope of immortality*
8. **Wisdom 4:7-15** *The one who dies young has lived a full life*
9. **Isaiah 25:6-9** *The Lord God will destroy death forever*
10. **Lamentations 3:17-18, 21-26** *Grief gives way to hope*
11. **Ezekiel 37:12-14** *I will open your graves, my people*
12. **Daniel 12:1-3** *At the second coming, the faithful will arise*

SUGGESTED NEW TESTAMENT - SECOND READING

13. **Romans 5:1-2, 5-8** *Jesus' death is a testimony of God's love*
14. **Romans 6:3-11** *Through baptism, we are united with Christ*
15. **Romans 8:31-35, 37-39** *Nothing can come between us and the love of God*
16. **1 Corinthians 12:31-13:8a** *Love is patient, kind not jealous*
17. **1 Corinthians 13:7-10, 12-13** *Love bears all things, believes all things*
18. **2 Corinthians 5:1-10** *We have an everlasting home with Christ*
19. **Colossians 3:12-17** *Put on then, as God's chosen ones: kindness*
20. **1 Thessalonians 4:13-18** *The glory of the resurrection*
21. **2 Timothy 4:6-8, 17-18** *I have finished the race and kept the faith*
22. **James 2:14-17; 3:13, 18** *Faith by itself is dead; good works*
23. **1 John 3:1-2** *We are God's children*
24. **1 John 4:7-12** *Let us love one another*

OTHER READING SELECTIONS

Genesis 1:26-28, 31 *Creation*
2 Maccabees 12:43-46 *Atonement for the dead that they might be feed from sin*
Acts 10:34, 37-43 *Jesus is forgiveness for those who believe*
Revelation 21:1-7 *I am the Alpha and the Omega*

SUGGESTED GOSPEL SELECTIONS
To be chosen by the Presider (Priest or Deacon)

Matthew 5:1-12a *The Beatitudes*
Matthew 11:25-30 *Come to me, you who are weary and burdened*
Matthew 25:1-13 *Parable of the bridesmaids; suddenness of death*
Matthew 25:31-46 *Parable of the Final Judgment*
Luke 7:11-17 *Raising of the son of the widow of Naim*
Luke 12:35-40 *Waiting for the arrival of the master*
Luke 23:33, 39-43 *The thief on the cross: you will be in paradise*
Luke 23:44-46, 50, 52-53; 24:1-6a *Into your hands I commend my spirit*
Luke 24:13-24 *Jesus appeared to the disciples on the road*
John 5:24-29 *Whoever hears and believes has passed into life*
John 6:37-40 *Whoever believes in Jesus has eternal life*
John 6:51-59 *Those who eat this Bread will live forever*
John 10:11-18 *I am the Good Shepherd*
John 11:17-27 *I am the resurrection and the life*
John 14:1-6 *There are many rooms in my Father's house*
John 17:20-26 *All those you gave me I would have in my company*

MUSIC

For centuries, people have found hope and comfort in music. By singing and praying together we give praise to God and receive encouragement in ways that cannot be experienced through spoken prayer alone. For these reasons and many others, the church encourages music at all its celebrations. It is customary to have a cantor or small group of singers assist with the music along with an accompanist. The Director of Music at Christ Our Light may be contacted at (763) 389-2115 to discuss the music choices and arrangements for the musicians. The funeral home takes care of any fees as part of your planning. If you wish, music can also be arranged for the Vigil Service.

As with all church celebrations, in funeral liturgies we emphasize congregational singing. Most of the songs should be familiar to those who gather for the celebration and be appropriate for singing in church. There are times when solo music is possible and family members can certainly be a part of this. Be aware, however, that this is a very emotional time and sometimes it is unrealistic to ask a family member to sing or play a song through their grief. It is also possible that the "favorite song" is not suitable for a church setting and may be more appropriate at another time of remembrance. During the seasons of Advent/Christmas, Lent/Easter, seasonal hymns would be appropriate. If you have questions, the Director of Music/Pastoral Staff is available to help in your selections.

POSSIBLE FUNERAL SONG SELECTIONS

Gospel
Glory, Glory Hallelujah
Go Rest High on the Mountain
How Great Thou Art
In the Garden
I'll Fly Away
Just A Closer Walk With Thee
Old Rugged Cross
Precious Lord Take My Hand
Shall We Gather at the River
What a Friend We Have in Jesus

Traditional
Amazing Grace
Be Not Afraid
Blest Are They
Do Not Let Your Hearts Be Troubled
How Can I Keep from Singing
How Great Thou Art
I Heard the Voice of Jesus Say
I Know That My Redeemer Lives
The King of Love My Shepherd Is
Lord of the Dance
On Eagle's Wings
Quietly Peacefully
Soon and Very Soon
Sing to the Mountains
Sing With All the Saints in Glory
Take Me Home
The Trumpet in the Morning
We Shall Rise
We Shall Rise Again
You Are Mine

Irish
Holy Is His Name
I Heard the Voice of Jesus Say
In Christ Alone
O Christ the Same
Onward to the Kingdom
When We Eat this Bread
Word of Life

Contemporary Christian
Fly
Friends
Grace Like Rain
I Can Only Imagine
If You Could See Me Now
I Hope You Dance
In Christ Alone
I Will Rise
My Chains Are Gone
There is a Redeemer
Untitled Hymn
Who Am I
Wind Beneath My Wings
You'll Never Walk Alone
You Raise Me Up

Psalms
23 Shepherd Me, O God
27 The Lord is My Light
91 On Eagle's Wings
100 We are His People

Classical Solos
Ave Maria
Panis Angelicus
Pie Jesu
Jesu of Joy
The Morning Trumpet

Others:
Angel Daddy's Hands Happy Trails

PRAYERS OF THE FAITHFUL (PETITIONS)

Christ Our Light Catholic Parish will provide the Prayers of the Faithful or you may choose to write your own. The following are some samples--choose 4 to 5 prayers. If you choose to write your own, please be sure to bring a copy of the petitions to the funeral liturgy.

Reader: Please respond, "Lord, hear our prayer."

For (name), child of God; that he/she be held securely in God's loving embrace now and for all eternity, we pray to the Lord.

For (name)'s family; that in the midst of the darkness of their pain, sadness and grief they might be touched and consoled by the healing love of friends and the healing power of Christ, we pray to the Lord.

For all of us here gathered as family and friends; that you might deepen our faith and our trust, O God, and sustain us in this time of sorrow, we pray to the Lord.

For all who grieve and all who mourn; for all who have known emptiness and loss and search the face of mystery for understanding and peace, we pray to the Lord.

For the people of the world experiencing prejudice, discrimination and violence, we pray to the Lord.

For all scorned because of racial, religious, sexual and generational differences; that we will find strength in these differences and love in our hearts to strive for tolerance among all of God's people, we pray to the Lord.

For all health care providers, especially those at _____ who cared for _____, may they be blessed with the strength to continue their nurturing ministry.

For justice and lasting peace in our world for all who are oppressed, we pray to the Lord.

For the people of _____, and for people of all nations suffering from violence and division; that hostilities will soon end and wounds will heal, we pray to the Lord.

For all of us; that we may become the instruments of peace, we pray to the Lord.

For veterans of all wars, living and dead; that they may one day find comfort in knowing that justice and peace have come to reign in our world, we pray to the Lord.

For those men and women who serve in the military; that they will be kept safe from harm and strengthened by the loving arms of Christ, we pray to the Lord.

For all who mourn, and for all who bear the cross of pain in mind or body; that they may be touched and consoled by God's loving presence, we pray to the Lord.

For all others who have gone before us in death, especially (names); that we will one day be united with them again, in the joyous fullness of God's Kingdom, we pray to the Lord.

Especially for the death of a child:
For (name)'s parents, (names); that in the midst of the darkness of their pain, confusion, and grief they might be touched and consoled by the healing love of friends and the healing power of Christ, we pray to the Lord.

For children throughout the world who have died as a result of hunger, violence or disease, we pray to the Lord.

Return this sheet to the Church

GENERAL INFORMATION

Name of Deceased: _____
(First, Middle, Last)

Parish Affiliation: _____

Date of Birth: _____ Date of Death: _____

Father's Name: _____ Mother's Name: _____

Siblings' Names: _____

_____

Spouse's Name: _____

Children's Names: _____

_____

# of Grandchildren: _____ # of Great-Grand Children: _____

Other Significant People (if applicable): _____

Contact People: Name: _____ Relationship: _____

Phone: _____

Name: _____ Relationship: _____

Phone: _____

Funeral Home: _____ Phone: _____

Church: _____ Phone: _____

Information regarding life, work, hobbies, church involvement, or any other information that will be helpful in preparing the homily: (use separate sheet if necessary)

_____

_____

Return this sheet to the Church

PLANNING THE FUNERAL LITURGY

The following outline is to help you plan the funeral liturgy. Scripture readings and music suggestions are listed in this booklet. Various ministries are needed at every liturgy. Family members and friends may perform some of these ministries. Any ministries not filled will be filled by the parish.

___ Funeral Service with Eucharist ___ Funeral Service without Eucharist

The pastor of Christ Our Light Catholic Parish usually presides at the Funeral Service with Eucharist, however, exceptions can be made in special circumstances. If a Funeral Service without Eucharist is celebrated, a priest or deacon may preside. A Word Service held at the funeral home may be offered by a lay minister, priest or deacon.

The cantor, keyboard player or guitarist, and Eucharistic ministers are arranged by the parish unless other provisions are made.

First Reader: _____

Second Reader: _____

Petition Reader: _____

Prayers of the Faithful (Petitions): ____ Provided by Church ____ Write Your Own

Gift Bearers: _____ _____
For Funeral Service with Eucharist – 2 people to bring up the bread and wine

Altar Servers: (Provided by the Parish)

Eucharistic Ministers:
For Funeral Service with Eucharist. With 100 or less attending the service two Eucharistic Ministers are needed, hence three including the priest. With more than 100 attending the service five Eucharistic Ministers are needed, hence six including the priest.

100 or less

Bread: Priest

Cup: _____

Cup: _____

More than 100

Bread: Priest

Bread: _____

Cup: _____

Cup: _____

Cup: _____

Cup: _____

Return this sheet to the Church

Eulogy: _____
One close friend or family member could offer a brief eulogy. See page for guidelines.

Musicians:

Song Leader: _____

Pianist: _____

Other Musicians (guitar, etc.): _____

FUNERAL SERVICE MUSIC & READINGS

Prelude: _____

Gathering Song: _____

***1st Reading:* _____**

Psalm Response: _____

***2nd Reading:* _____**

***Gospel:* _____**

Preparation of Gifts Song: _____

[Mass Acclamations will be chosen by the Music Director]

Communion Song: _____

( ) **Meditation Song:** _____ ( ) **No Meditation Song**

Song of Farewell: Saints of God

Closing Song: _____

Notes:

Give this sheet to persons doing the readings

LECTORS FOR FUNERALS

The readings will already be in place on the podium. These are the same readings that you have received for your practicing. DO NOT bring your practice sheets to the podium. These are for your preparation only.

It is best to sit in the main area of the Church, somewhere near the lectern stand.
Please come forward, make a slight bow toward the altar and then proceed up the stairs.
Simply walk up to the lectern, pause before beginning, then proclaim the title of the passage, (e.g. A reading from Paul's letter to the Corinthians).
[Note: it is not custom in the Catholic tradition to cite the chapter and verse numbers of the bible passage.]
After the reading, simply walk down the steps, turn to the altar, make a slight bow toward the altar, and then return to your seat.

Prepare your reading!!
Read VERY SLOWLY and loudly, pausing at each comma and period.
Look up as much as you can. (Many readers find it helpful to place one hand on the text to aid "finding your place" as you make eye contact with the congregation.)
Proclaim the ending: "The word of the Lord," and wait for the congregation to respond: "Thanks be to God" before returning to the pew.

1st Reader: After the welcome, (opening song) and opening prayer all are invited to sit. Wait until the presider is seated, then move to the podium to proclaim your reading.

2nd Reader: After the 1st reading there is a sung Psalm response (a song). Wait until the song is completely finished, then move to the podium to proclaim your reading.

Petition Reader:
For funerals: After the homily, the presider will invite the congregation to stand. As all are standing move to the podium to proclaim the petitions.

Remember your job is to allow God's word to be heard and understood. You can never speak too slowly or too distinctly.

Give this sheet to person doing the Eulogy

REFLECTIONS/EULOGY DURING A FUNERAL SERVICE

Adding a personal reflection during the funeral Mass of a loved can add a special touch to the entire grieving process. However it must be kept in mind that the focus of the Mass of Christian Burial (the official title) is centered on the presence of Christ and the promise of resurrection for all believers.

Too often the reflections, though well-intended, distract from the primary focus of our gathering. Without a script, person/persons speaking are not aware of the length or time and tend to go "on and on" and actually prolong a meaningful service.

The task of speaking is to briefly remember the deceased through short concise reflections/stories. "Off the cuff" speeches are never as effective as a well-thought out, prepared speech.

Improvised and/or longer testimonies are welcomed either during the Wake Service (which we call the Parish Prayer Service) or during the reception/meal following the funeral Mass.

It is our policy at Christ Our Light to request: all reflections must be written out, single space not to exceed one/half page in length.

The reflection(s) may occur at the beginning of the Mass (right after the Opening Song) or after communion. If a longer Eulogy is requested, it will be done during the luncheon.