



## **FUNERAL PLANNING PACKET**

The enclosed information will give you a start in planning the funeral liturgy.

1. Read over the general information “Making Arrangements to Celebrate the Funeral Liturgy.”
2. Scripture Readings – using the packet of scripture readings for Funeral Liturgies, select three scripture readings and one Psalm: one from the Old Testament, one from the New Testament, one from the Gospels and one Psalm. Please also pick one of the Prayers of the Faithful: List your selections on the enclosed funeral liturgy planner.
3. Music – using the enclosed music suggestions to choose hymns and music. List chosen songs on the enclosed funeral liturgy planner.
4. Decide on the participation of family and friends during the liturgy. Your participation is optional, but encouraged for a more-personalized liturgy.
5. Return all completed materials to the Pastoral Care member who will be assisting you.

## **MAKING ARRANGEMENTS TO CELEBRATE THE FUNERAL LITURGY**

The process of moving from grieving to healing is a journey. The rituals, prayers, and the Mass of Christian Burial are witnesses to the faith of your loved one and can be great sources of comfort to those who mourn.

This packet has been prepared because we care about you and want to assist you in planning the funeral service for your loved one. Our pastoral care members are ready to assist and support you during this time and will walk you through this process.

### **SCHEDULING THE SERVICE**

The funeral director will contact us so we can confirm your desire for a certain date, time, and church location. Funerals are scheduled Monday, Wednesday through Friday. You may also choose to have a visitation time in order to receive friends and family in the church prior to the liturgy. Generally, this visitation is an hour to an hour and a half long and immediately precedes the scheduled funeral service.

For obituary and newsprint purposes, the addresses for the churches are as follows:

**Nativity of the Lord Congregation** - 3672 E. Plankinton Ave, Cudahy, WI 53110

**St. Paul Congregation** - 1720 E Norwich Ave, Milwaukee, WI 53207

**St. Veronica Congregation** - 4001 S. Whitnall Avenue, Milwaukee, WI 53207

### **PLANNING THE FUNERAL MASS**

There are several opportunities for family and friends to participate in the funeral, if you so desire.

- Read the Scriptures and General Intercessions
- Offer a brief Remark of Remembrance of the deceased (not to exceed 5 minutes in length – other remarks can be offered at the cemetery or family gathering/reception). Remarks must be sent to Rev. Carmelo before the remarks are given at the funeral.
- Bring the gifts of bread and wine to the altar
- Place pall over coffin

See the funeral liturgy planner for more information, to assign certain people roles, and to choose the songs and readings for the funeral.

## **MUSIC**

Most of the music for the funeral liturgy is taken from JourneySongs and Ritual Song Hymnals and is chosen for its appropriateness to Christian death and resurrection. Please refer to the sheet entitled, “Music Suggestions for the Funeral Liturgy.” Please place song choices on the funeral liturgy planner.

Hymns that are not in the JourneySongs hymnal will be printed on a complimentary order of worship.

### ***Can we use pre-recorded music?***

While popular music may warm the hearts of those who are left behind, it must never replace sacred music, and is not suitable for a Funeral liturgy. Such music is better suited to be played at the burial or during the luncheon, if applicable. Every effort must be made to accompany the funeral rites with appropriate hymns, responses, and acclamations.

No taped music of any kind will be permitted immediately before or during the liturgy or during any of the three formal parts of the “Order of Christian Funerals” (Vigil, Funeral Mass/Liturgy, or Rite of Committal).

### ***ORDERS OF WORSHIP***

Orders of Worship will be provided for each funeral with only the readings and the music. Due to space limitations we are unable to add names or other items to the order of worship.

## **WHAT ARE THE THREE PARTS OF THE CATHOLIC FUNERAL?**

There are three main parts: 1) the Vigil, 2) the funeral Liturgy (with or without Mass), and 3) the Rite of Committal. Besides these, other rites are provided, e.g., prayers just after death, prayers for gathering in the presence of the body at the beginning of a visitation, and prayers for transferring the body to the church.

## **Brief Outline of Funeral Mass**

### **Prelude**

### **Remarks of Remembrance**

*(Optional – one person under five minutes)*

### **Entrance Antiphon/Hymn**

### **Introductory Rites – Rite of Reception**

Greeting

Blessing with Holy Water

Placing of Funeral pall

### **Liturgy of the Word**

First Reading from the Old Testament (Optional NT Reading during Easter Season only)

Responsorial Psalm (*sung*)

Second Reading from the New Testament

Gospel (*read by priest*)

Homily

Prayers of the Faithful

### **Liturgy of the Eucharist**

Offertory Procession and Hymn (*Bringing up the gifts*)

Holy, Holy

Mystery of Faith

Amen

The Lord's Prayer

Sign of Peace

Lamb of God

Communion – *Catholics in good standing may receive communion. Others may come forward with arms folded for a blessing, or choose to remain in their pews.*

Communion Meditation

### **Final Commendation**

Invitation to Prayer

Silence

Final Commendation

Song of Farewell

### **Procession to the Place of Committal**

Recessional Song

## **Music Suggestions for Funerals**

We use the JourneySongs and Ritual Song Hymnals.  
Hymns without numbers are printed in the worship aid.

\* Hymns with an asterisk require a cantor.

### **Gathering Hymns & Recessional Hymns:**

Alleluia! Sing to Jesus #458  
Amazing Grace #680  
Be Not Afraid #673  
Be Thou My Vision #646  
Come to Me #695  
Eternal Father, Strong to Save #848  
For All the Saints #504  
How Great Thou Art #614  
I Heard the Voice of Jesus Say #692  
I Know that my Redeemer Lives #129  
Jerusalem, My Happy Home #758  
Joyful, Joyful, We Adore Thee #575  
Let There Be Peace on Earth #703  
Lord of All Hopefulness #647  
Requiem Aeternum [Chant – Entrance]  
Sing with All the Saints in Glory #759  
We Walk By Faith  
We Will Rise Again #681  
You Are Near #678

### **Offertory Hymns**

Abide With Me #856  
Eye Has Not Seen  
Give Me Jesus #554  
Hail Mary, Gentle Woman #481  
Here I Am Lord #818  
Hosea #529  
I Have Loved You #623  
The King of Love My Shepherd Is #690  
On Eagle's Wings #671  
Parable #558  
Unless a Grain of Wheat #725

### **Communion Hymns**

Behold the Lamb #785

Eat This Bread

Fly like a Bird #698

I Am the Bread of Life

I Received the Living God #786

Jesus, My Lord, My God, My All

One Bread, One Body #793

Prayer of Saint Francis (Make Me a Channel of Your Peace) #702

Precious Lord, Take My Hand #548

Taste and See [Moore]

### **Meditation Hymns**

\*Ave Maria (Schubert or Bach-Gounod)

\*His Eye Is On the Sparrow

Just a Closer Walk with Thee

My Shepherd Will Supply My Need (Resignation) #699

The Old Rugged Cross

\*Panis Angelicus

\*Pie Jesu (Weber)

\*Pie Jesu (Fauré)

\*Serdeczna Matko

\*Surely the Presence of the Lord Is In This Place

**Funeral Mass/Memorial Service Planning**

Type:                             Funeral mass         Memorial Service

Body or Cremains present:  Yes             No

a. Casket:                     Open             Closed

**Funeral orders of worship**

a. How many would you like printed? \_\_\_\_\_

**Scripture Readings**

a. Old Testament: \_\_\_\_\_ Reference # \_\_\_\_\_

Reader: \_\_\_\_\_

b. Responsorial Psalm: \_\_\_\_\_ Reference # \_\_\_\_\_  
*(Responsorial Song will be sung by the Cantor)*

c. New Testament: \_\_\_\_\_ Reference # \_\_\_\_\_

Reader: \_\_\_\_\_

d. Gospel: \_\_\_\_\_ Reference # \_\_\_\_\_

e. Prayers of the Faithful Reference # \_\_\_\_\_

Reader: \_\_\_\_\_

**Hymns**

a. Gathering Song: \_\_\_\_\_

c. Offertory Song: \_\_\_\_\_

d. Communion Song: \_\_\_\_\_

e. Communion Meditation: \_\_\_\_\_

f. Recessional Song: \_\_\_\_\_

**Please indicate which family and friends you would like to participate in any of the following:**

**a. Pall bearers (up to 6):** \_\_\_\_\_  
\_\_\_\_\_

**b. Remarks of Remembrance (5 min max):** \_\_\_\_\_

**c. Place pall on casket:** \_\_\_\_\_

**d. Placing the Book of the Gospel and Cross on the Pall (1 person):** \_\_\_\_\_  
\_\_\_\_\_

**e. Offertory Gifts:** \_\_\_\_\_

**Funeral reception:**             **Yes**             **No**

**Location:** \_\_\_\_\_

**Memorials:**

**Nativity of the Lord – Tree of Life (Available to everyone)**

## Personal History

*To assist the homilist and to provide a more personal dimension to the liturgy, we will ask you to supply some or all of the following information.*

**Full Baptismal Name:** \_\_\_\_\_

**Nickname:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Date of Death:** \_\_\_\_\_

**Spouse's name (if married, indicate living or deceased):** \_\_\_\_\_

Living

Deceased

**Number of years married:** \_\_\_\_\_

**Children's names (in order of birth):**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Nature of Place of Employment or Profession:** \_\_\_\_\_

**Military Service:** \_\_\_\_\_

**Volunteer Work:** \_\_\_\_\_

\_\_\_\_\_

**Hobbies, interests, or favorite pastime:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**How did they live their faith? (Favorite devotions etc.):** \_\_\_\_\_

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**Three words (adjectives) to describe your loved one:**

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**Fondest Memory:** \_\_\_\_\_

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**A special or favorite quotation:** \_\_\_\_\_

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**Do you have an amusing story or experience you would like to share?**

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**Any further comments or wishes?**

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