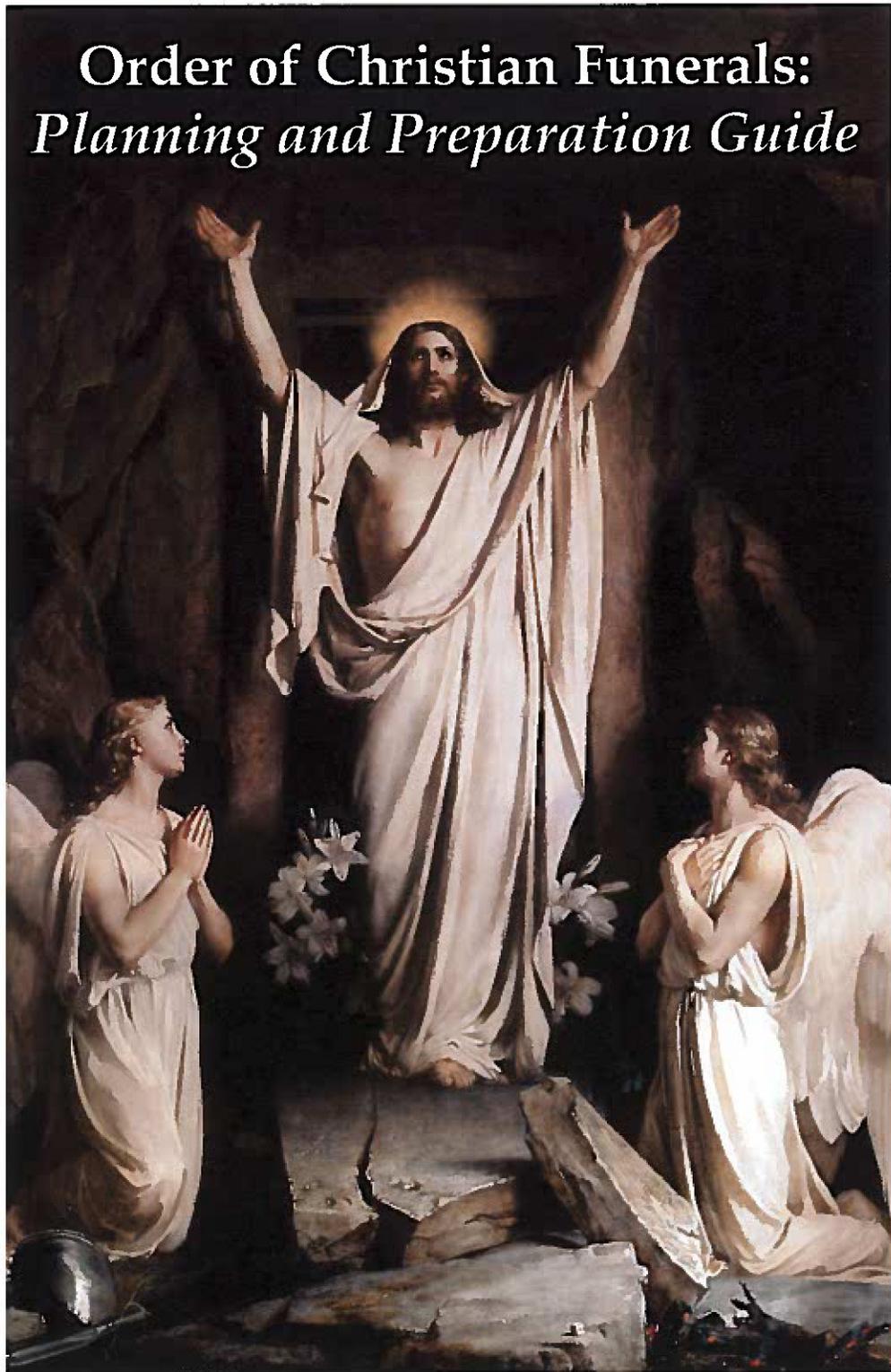


**Order of Christian Funerals:**  
*Planning and Preparation Guide*



# *St. James the Apostle Catholic Church*

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Dear friends,

On behalf of the parish family of St. James the Apostle, I wish to extend heartfelt sympathy to you and your loved ones. Losing a family member or friend is always a difficult experience to deal with. We trust, however, that our faith in the Lord will be a source of consolation and that in time we will truly be able to resume our journey until the Lord will call us one day to be with Him in heaven.

Jesus says to His disciples, “Do not let your hearts be troubled. You have faith in God; have faith also in me. In my Father’s house there are many dwelling places.” (*John 14:1-2*) Our prayer for you is that your grief may be lightened, your hearts may find comfort and that your beloved who has departed this world, is now at peace in that special dwelling place.

Enclosed with this letter, you will find materials that will be helpful to you in planning the funeral liturgy. The pamphlet *Order of Christian Funerals: Planning and Preparation Guide* and its companion booklet *Through Death to Life* provide information, suggestions and guidelines that will assist you in choosing the Scripture readings, General Intercessions, and liturgical music.

You will be contacted by Patrick Mooney, our Director of Music, and he will assist you in this process. Please be assured of the prayers of the parish family for you and your beloved during this time of grief. May the Risen Lord grant you peace, comfort and strength.

In the Lord,



Rev. David J. Hankus, *D.Min., Ph.D.*  
Pastor

## Funeral Mass Planning Guidelines

The accompanying book, *Through Death to Life*, contains an overview of the Funeral Mass, an exhaustive set of readings, and prayers that are employed during the liturgy. When planning a Funeral Mass at St. James the Apostle, the rubrics and guidelines set forth by the *Order of Christian Funerals* and *Roman Missal* are followed. The Director of Music, **Patrick Mooney** ([pat@stjamesge.org](mailto:pat@stjamesge.org)), will assist you with the planning process. Please direct any questions you may have directly to him throughout the preparation process. Families will need to select the following items when preparing for a Funeral Mass at St. James the Apostle.

### OLD TESTAMENT READING

These are found on pages 26-34. You will choose an Old Testament reading from C1-C7 for most of the year. During the Easter season, choose only from C8-C11. When choosing your reading, please indicate which reading you have selected (C#) and the name of the lector if a family member will be reading this at Mass. If you wish, the celebrant will read this for you.

Many families have found comfort in selecting C2 (page 26), C3 (page 27), and C5 (page 29).

### RESPONSORIAL PSALM

The options may be found on pages 35-44. Please select a Responsorial Psalm (D#). The musicians will sing a setting of this text at the Funeral Mass. Psalm paraphrases are not allowed during the Liturgy of the Word (*ex. Shepherd Me, O God*) nor are other biblical translations (*ex. King James, New International Version, etc.*).

Many families have found comfort in selecting D1 (page 35), D2 (page 36), D3 (page 37) and D9 (page 42).

### **NEW TESTAMENT READING**

Outlined on pages 45-55, you will choose a New Testament reading from E1-E15. When choosing your reading, please indicate which reading you have selected (E#) and the name of the lector if a family member will be reading this at Mass. If you wish, the celebrant will read this for you.

Many families have found comfort in selecting E3 (page 46), E5 (page 49), E10 (page 52), and E14 (page 54).

### **GOSPEL READING**

You will choose one Gospel reading from G1-G19, which may be found on pages 59-78. When choosing your reading, please indicate which reading you have selected (G#). The celebrant (or deacon, if one is present) will proclaim the Gospel at the Funeral Mass.

Many families have found comfort in selecting G1 (page 59), G2 (page 60), G14 (page 72), and G17 (page 76).

### **GENERAL INTERCESSIONS**

These are found on 79-86. You will choose an entire set from H1-H4. When choosing the set of intercessions, please indicate which setting you have selected (H#) and the name of the lector if a family member will be reading this at Mass. If you wish, the celebrant will read this for you.

### **ADDITIONAL LITURGICAL PRAYERS**

There are many other prayers throughout the booklet, *Through Death to Life*, that you do not need to select. The celebrant and musicians will select appropriate settings for your Funeral Mass (Greeting, Collect, Verse Before the Gospel, Prayer Over the Offerings, Preface, Eucharistic Prayer, Prayer after Communion, Invitation to Prayer, and Song of Farewell).

### **READINGS AND INTERCESSIONS PROVIDED**

There will be a large-print set of readings and intercessions provided at the Funeral Mass. Any family members who are lectors **do not** need to bring anything with them to the Funeral Mass. All readings and intercessions are proclaimed from the ambo (on the altar platform). Lectors who read the General Intercessions should remain at the ambo until the concluding prayer of the Priest and the assembly is invited to be seated for the Presentation of the Gifts. So that the lectors are familiar with the readings and intercessions, he/she should review them in *Through Death to Life* before the Mass.

### **REMARKS OF REMEMBRANCE (EULOGY)**

The *Order of Christian Funerals* (§ 170) states that “a member or friend of the family may speak of the deceased before the final commendation begins.” However, eulogies are more appropriate during the wake, interment, or subsequent funeral luncheon. There are fewer time constraints when remarks are given during those times. If the family decides that they wish to have something said during the liturgy itself (following the Prayer after Communion and before the Final Commendation), one designated member or friend of the family may go to the cantor’s stand and give the words of remembrance.

Through the Remarks of Remembrance, the family and friends of the deceased should receive consolation and strength to face the death of a loved one and should focus on helping the family and friends understand how Christian faith was present in the everyday life and in the death of their loved one.

Guidelines to be helpful in achieving those objectives:

- Remarks are not intended to be a life history. Rather, they should focus on the spiritual life of the loved one, highlighting his or her virtues and positive qualities. They may include the deceased person’s favorite Scripture passages or personal devotions (e.g. Rosary, patron saint.)

- Profanity or “off-color” jokes are never appropriate and not permitted.
- Remarks should be written down so that a copy may be given to someone else should the designated family member or friend be unable to continue.
- Remarks should last no longer than **five minutes**.
- Only **one person** may come up to give the Remarks of Remembrance. If other people would like to be included, they should be asked to make their comments during the wake, after the interment ceremony at the cemetery, or during the subsequent funeral luncheon.

### **LITURGICAL MUSIC**

Funeral musicians will be provided by the parish including the Funeral Choir. The Director of Music will discuss musician fee structure with you.

The *Roman Missal* and *Order of Christian Funerals* prescribe the Entrance Antiphon (Eternal Rest Grant Unto Them, O Lord), Communion Antiphon (Let Your Perpetual Light Shine Upon Them), Song of Farewell (Saints of God, Come to His/Her Aid), and Procession to the Place of Committal/Recessional (May the Angels Lead You Into Paradise/In Paradisum). These guidelines for the Funeral Mass will be strictly observed.

Please select up to three hymns from the following list. The funeral musicians will insert them into liturgically appropriate places in the Mass. If you are unfamiliar with any of these selections, most of them are viewable through a search on YouTube. Please contact the music director if you need assistance.

*Hymns for the Funeral Mass (select up to **three**):*

- Amazing Grace (*NEW BRITAIN*)
- Be Not Afraid (*Bob Dufford, SJ*)

- Eye Has Not Seen (*Marty Haugen*)
- For All the Saints (*SINE NOMINE*)
- How Great Thou Art (*Stuart K. Hine*)
- I Heard the Voice of Jesus Say (*KINGSFORD*)
- May Holy Angels Lead You (*Ronald Krisman*)
- In Paradisum (*Plainchant*)
- Lord of All Hopefulness (*SLANE*)
- On Eagle's Wings (*Michael Joncas*)
- Sing With All the Saints in Glory (*HYMN TO JOY*)
- Song of Farewell (*Ernest Sands*)
- The King of Love My Shepherd Is (*ST. COLUMBA*)
- We Will Rise Again (*David Haas*)
- You Are Mine (*David Haas*)

*One of the following pieces of music may be selected in addition to the above as a hymn of thanksgiving following communion:*

- Ave Maria (*Franz Schubert – or – J.S. Bach/Charles Gounod*)
- Irish Blessing (*Bob Fabing, SJ*)
- Panis Angelicus (*César Franck*)
- Pie Jesu (*Gabriel Fauré*)

### **WORSHIP AID**

The parish will provide a worship aid (program). This is necessary as the parish does not own hymnals. In addition to all of the music for the songs during the Funeral Mass, you may provide a photograph to the Director of Music to be included on the title page of the worship aid. All materials should be submitted at minimum 24 hours prior to the Funeral Mass.

### **HOMILY NOTES**

It is helpful to provide a list of bullet points about the deceased's life for the celebrant to personalize the Funeral Mass homily. This may be sent to the Director of Music.

## **LITURGY PLANNING**

Below is the order of a Funeral Mass at St. James the Apostle in chronological order of the Mass. Refer to the blanks below for the information that will be needed to be communicated to the Director of Music during the planning process. If you have any difficulty in choosing the Scripture readings and/or hymns, the celebrant and Director of Music will make pastorally appropriate selections where necessary.

### **Sprinkling with Holy Water**

### **Placing of the Pall**

### **Entrance Procession**

**Antiphon:** *Eternal Rest, Grant Unto Them, O Lord*

### **Collect**

**First Reading:**   C#                        **Lector:** \_\_\_\_\_

**Responsorial Psalm:**   D#  

**Second Reading:**   E#                        **Lector:** \_\_\_\_\_

### **Gospel Acclamation**

**Gospel Reading:**   G#   (*Proclaimed by the Celebrant or Deacon*)

**General Intercessions:**   H#                        **Lector:** \_\_\_\_\_

### **Presentation of the Gifts**

**Names of Gift Bearers:** \_\_\_\_\_

### **Prayer over the Offerings**

### **Preface**

**Eucharistic Prayer**

**The Lord's Prayer**

**Sign of Peace**

**Fraction Rite**

**Antiphon:** *Let Your Perpetual Light Shine Upon Them, O Lord*

**Communion Procession**

**Hymn of Thanksgiving/Meditation:** \_\_\_\_\_

**Eulogy:** *Yes or No* | **Name of Eulogist:** \_\_\_\_\_

**Final Commendation:** *Saints of God, Come to His/Her Aid!*

**Procession to the Place of Committal/Closing Song**

**Selection of Hymns for the Mass** (*Select up to three*):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Parish Primary Contact Information**

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Email: [pat@stjamesge.org](mailto:pat@stjamesge.org)

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