

OUR LADY  OF GRACE

Funeral Planning Guide



My Dear Friends,

The death of a loved one is a sad and difficult time in each of our lives. We want to be especially present to you through our prayers and pastoral support during this time of sorrow. The priests, staff and community of Our Lady of Grace are here to help. When making funeral arrangements at Our Lady of Grace, we ask the following:

- First, speak with the Funeral Coordinator at Our Lady of Grace to select a date and time for the Funeral Mass. Then, you will have the opportunity to schedule a planning meeting with the Funeral Coordinator and plan the Mass.

*Rachel Goetzmann, Funeral Coordinator
612-425-5884 (cell)*

- The Priests at Our Lady of Grace usually preside at funerals. Occasionally families request a Priest friend or relative to preside. Visiting priests must have full archdiocesan faculties to preside and be able to commit to all the religious aspects of the funeral so that no details are left unattended. Please contact the coordinator to discuss further.
- Our Lady of Grace is happy to provide hospitality after the funeral. We believe that sharing a cup of coffee or lunch is one of the best ways for families to gather after the funeral and reminisce together.

We look forward to extending a warm welcome to you and ministering to you if you would like to have a funeral at Our Lady of Grace. May God bless you in this special time of need.

Sincerely yours in Christ,

A handwritten signature in blue ink that reads "Father Kevin Finnegan". The signature is written in a cursive style with a horizontal line underneath the name.

Father Kevin Finnegan
Pastor

Planning Questions and Considerations

Who to Call:

After the death of a loved one, call the Parish Office (952-929-3317) and ask to speak to the Funeral Coordinator, Rachel Goetzmann, to set a date and time for the funeral Mass. You can also call or text Rachel at 612-425-5884.

Choosing a Time and Date for the Funeral:

- Most often, funerals at Our Lady of Grace are scheduled between Tuesdays and Fridays at 10:30 AM with a visitation starting at 9:30 AM.
- If you would like to have a luncheon following the Mass, Our Lady of Grace provides catering services.
- It is difficult to accommodate Saturday and evening funerals due to our building schedules.

Planning Meeting:

- After you have scheduled the funeral, you will meet the Funeral Coordinator to select readings, music, and other details for the Mass.
- If you wish to include a photo of your loved one for the worship aid, please bring it to the planning meeting or email a digital copy to the Funeral Coordinator.

Funeral Hospitality Lunch: \$12-17/person

- Our lunch menu options: Sandwich Bar, Pasta Bar, Chicken Dinner, Salmon Dinner or Taco Bar. The Funeral Coordinator will provide more details on the menus.
- The fee includes use of Reception Space, FLIK Food Services catering, and the Hospitality Coordinator. The volunteer Funeral Hospitality Team provides desserts and assistance serving.
- *The menu and expected guest count must be selected at least 7 days prior to the funeral to allow time for special ordering of your luncheon.*

Our Fees and Honoraria:

Building use for the visitation and the funeral:	\$250
Musicians:	
<i>organ/piano:</i>	\$250
<i>Cantor/Soloist:</i>	\$250
Clergy:	\$250
Burial Minister Stipend:	\$100
On-site Funeral Coordinator (if no Funeral Home is present):	\$250
On-site Sound Manager (if an outside keyboardist is hired):	\$250
Live Stream and Video Recording:	\$500

We offer families the option to **Livestream** a Funeral Mass to be viewed on our website or YouTube during or after the funeral. Families who choose to live stream the Funeral Mass will receive a thumb drive with the recording of the Funeral Mass. Livestreamed funerals may be found at olgparish.org/funerals

The Funeral Mass

*"At the Eucharistic table, the Church intercedes on behalf of the deceased because of its confident belief that death is not the end, nor does it break the bonds forged in life. The Church also ministers to the sorrowing and consoles them in the funeral rites with the comforting Word of God and the Sacrament of the Eucharist."
(Order of Christian Funerals, no. 4)*

Music: The Funeral Coordinator will assist you in selecting the music for the Mass and arrange for an organist/pianist and cantor. On the last page of this guide, you will find recommended songs. There are examples of the songs on our website under the header Funeral Planning, which can be found at www.olqparish.org/funerals. See page 5 for song recommendations.

Readings and Prayers: In the planning meeting, we will assist you in selecting the readings for the Mass. There are suggested readings on our website under the header Funeral Planning, which can be found at www.olqparish.org/funerals.

Most often, friends and family are asked to be readers. There are 3 reading opportunities for participation in the liturgy:

- The Old Testament (1st reading)
- The New Testament (2nd reading)
- The Prayers of the Faithful

Eulogy or Words of Remembrance: (optional) If you'd like to include a eulogy, please make it about 3-5 minutes and bring a typed copy so another may be able to read the reflection if needed. The eulogy is presented near the beginning of the liturgy, after the processional song.

- If the family would like to share additional remembrances, we will provide a microphone at the luncheon reception for this purpose.

Gifts for Holy Communion: The gifts are walked to the altar by at least two people, but you may include more individuals. Often grandchildren of the deceased bring up the gifts.

Eucharistic Minister: If a friend or family member serves as a Eucharistic Minister in their parish, they may assist at the funeral. They should check in with the Funeral Coordinator prior to the Mass. We will provide a Eucharistic Minister if the family prefers.

Placing the Pall: The Pall is a white cloth that is placed on the casket at the beginning of the funeral liturgy. It is a reminder of our Baptism. The Funeral Home will place the pall on the casket and the family unfolds and drapes the pall.

Cremation Urn: A family member or friend should be selected to follow the priest from the Baptismal Font to the Altar carrying the urn during the processional song.

Casket: Your funeral home will assist the pall bearers in the processional and recessional.

Burial: Typically, after the funeral Mass and luncheon, the family will proceed to the cemetery. Your funeral home will coordinate the burial. Our Lady of Grace offers a Burial Minister to perform the interment prayers at the cemetery. Unfortunately, our priests are unable to accompany the procession to the cemetery.

Photos and Memorabilia:

- Remembrance items can be displayed in the Commons during visitation and luncheon
- Banquet tables and easels are provided by OLG for photos and memorabilia
- Often, a special framed photo is placed on the Commons center table with a guest registry book

Slide Show: Families may create a slide show for the visitation and/or luncheon. OLG will provide a Smartboard, and the family will need to bring a laptop with the slideshow loaded and an HDMI cord.

Flowers: Please request the delivery of flowers to the Commons one hour before visitation.

Memorial Opportunities:

- Often, in lieu of flowers, families may designate an organization or charity for remembrance. Inform the funeral home to include memorial preferences in the obituary.
- The Our Lady of Grace Memorial Fund can honor your loved one with meaningful gifts that benefit the parish community. Please indicate if the memorials should be directed to the school or parish.
- Masses can be said for the deceased loved one and are scheduled with the parish receptionist.
- We have a Memorial Brick Paver Patio outside the Commons; contact the Parish Office for details on including your loved one's name on a brick.
- Please take remaining flowers, photos, and memorabilia with you.

Music Recommendations

*Please select a song in each category.
Some songs may be used in other
categories as well.*

Preludes

Jesus Remember Me
Ave Maria
Instrumental

Recordings of most songs listed can be found on our website at www.olqparish.org/funeral-music



Processional & Recessional Songs (Choose 2)

Amazing Grace (#650)	Jerusalem, My Happy Home (#867)
Be Not Afraid	How Firm a Foundation (#687)
Here I am Lord	O God Our Help in Ages Past (#689)
Ye Watchers and Ye Holy Ones (#886)	We Walk by Faith (#674)
Jesus Christ is Risen Today (#516)	Morning Has Broken (#847)
Sing With All the Saints in Glory (#526)	Now Thank We All Our God
For All the Saints (#891)	Lord of the Dance
How Can I Keep from Singing (#684)	Though The Mountains May Fall
Lift High the Cross (#885)	Lead Me Lord (Becker)
Love Divine, All Love's Excelling (#642)	Sing to the Mountains
Alleluia! Jesus is Risen (#503)	Mine Eyes Have Seen (Battle Hymn of the Republic)
Alleluia! Sing to Jesus (#953)	

Responsorial Psalms

On Eagle's Wings (#690)

We Will Rise Again

Psalm 23: Shepherd Me, O God (#36)

Psalm 23: My Shepherd is the Lord (#37)

Psalm 25: To You, O Lord (Haugen)

Psalm 116: I Will Walk in the Presence of the Lord (#90)

Psalm 121: Our Help Comes from the Lord (#95)

Psalm 122: Let Us Go Rejoicing to the House of the Lord

Psalm 23: The Lord is My Shepherd (Chabanel)

Preparation of the Gifts

Be Not Afraid (#680)

Gift of Finest Wheat (#939)

Eye Has Not Seen (#713)

The King of Love My Shepherd (#712)

Lord of All Hopefulness (#686)

How Great Thou Art (#578)

We Remember, We Believe

Be Thou My Vision

Prayer of St. Francis

Communion Songs

I Am the Bread of Life (#950)

I Receive the Living God (#923)

One Bread, One Body (#931)

Take and Eat (#940)

Taste and See (#945)

Healer of Our Every Ill (#965)

The Servant Song

All Who Hunger (#951)

Shall We Gather at the River (#866)

Precious Lord, Take My Hand

Communion Meditations

Ave Maria

You Raise Me Up (Groban)

Hail Mary, Gentle Woman

St. Francis Prayer (Make Me a Channel of Your Peace)

Salve Regina

Songs of Farewell

The Hand of God Shall Hold You

In Paradisum [traditional chant] (#200)

May the Angels Lead You into Paradise

An Irish Blessing - May the Road Rise to Meet You

Contact Information

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