

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

### **PLANNING A MASS OF CHRISTIAN BURIAL AT SAINT JAMES THE APOSTLE PARISH**

#### **A) Liturgy Planning**

Our Sacramental Coordinator is available to assist you with planning the funeral, selecting appropriate readings, and choosing sacred music. Please contact Hannah Bernstein for assistance at [hbernstein@stjamesge.org](mailto:hbernstein@stjamesge.org) or 630-469-7540 x 206. Any desired exceptions to these guidelines are to be discussed with our Sacramental Coordinator.

#### **B) Scheduling**

The family themselves or funeral home, coordinating with the Parish Office, will work with the preexisting liturgical calendar on scheduling the exact date and time. Our parish office hours are Monday-Thursday 8:30 A.M.-3 P.M., and Friday 8:30 A.M.-12 P.M. You may reach our Parish Office at 630-469-7540.

Ordinarily, funerals are scheduled for 10 A.M. In the rare case that two funerals are scheduled on the same day, the services may be scheduled at 10 A.M. and Noon. Most cemeteries do not offer burial services after 2 P.M. Funerals are not scheduled on Sundays or during the Sacred Triduum.

Funeral Masses begin promptly at 10 A.M. due to the Parochial School schedule. Mourners are encouraged to arrive at the Church in a quiet and reverent manner before the beginning of Mass.

#### **Offerings**

The offering donations are as follows:

1. Music Director/Accompanist: \$200 (organ and piano)
2. Cantor: \$150 (vocalist)
3. Church: \$200 (facility usage set by the Diocese)
4. Presider: \$150 (suggested by the Diocese)

Either the Funeral Home or the family themselves can give the offerings to the Funeral Sacristan upon arriving at the Church.

#### **Visitation and Committal (Burial)**

As scheduling and availability permits, a priest or deacon may offer prayers at both the very beginning of the wake and/or committal (burial). Please discuss scheduling and availability with the Sacramental Coordinator, Hannah Bernstein at 630-469-7540 x 206 or [hbernstein@stjamesge.org](mailto:hbernstein@stjamesge.org). We cannot offer visitations in the church narthex.

#### **C) Decorations**

There are no photos or collage boards permitted in the sanctuary. Families may bring some for display in the narthex (lobby). They must be removed before the procession to the cemetery. A small portrait may be placed next to the urn if there are cremains instead of a casket.

#### **Flowers**

The family may choose to provide flowers for the sanctuary at their own cost. The ordinary placement for arrangements is in front of the ambo (pulpit) and altar. Flowers

should not block the main aisle, any emergency exits, or the altar itself. Families may donate the arrangements to the Church. If not, they must be removed before the procession to the cemetery.

Due to regularly scheduled Masses and events in the church, flowers may only be brought to the church on the day of the funeral. Please note: the church will be unlocked thirty minutes prior to the beginning of the Funeral.

In accordance with Church guidelines, during the Season of Lent floral arrangements are omitted due to the solemnity of the season. Church liturgical instructions clarify, “*Moderation should be observed in the decoration of the altar...During Lent it is forbidden for the altar to be decorated with flowers.*” (GIRM, 302). In light of this instruction we respectfully ask that you do not send floral arrangements to the church during the Season of Lent.

#### **D) Order of the Mass of Christian Burial**

*All items in **bold** can be selected by the family of the deceased. All other items are predetermined by the rubrics of the General Instruction of the Roman Missal and/or the Order of Christian Funerals.*

Sprinkling with Holy Water

Placing of the Pall

Procession

Collect

**First Reading**

**Responsorial Psalm**

**Second Reading**

Gospel Acclamation

**Gospel Reading**

**General Intercessions**

Presentation of the Gifts

Prayer over the Offerings

Preface

Eucharistic Prayer

The Lord's Prayer

Sign of Peace

Communion Procession

Final Commendation

Recession

#### **Pallbearers**

Family members may select pallbearers to escort the coffin during the Processional and Recessional. Pallbearers are omitted in the presence of cremains. These selections should be made by the family of the deceased at the Funeral Home.

#### **Sacred Music**

The list of sacred music we offer for the Mass of Christian Burial is found on page 3. These selections should be decided before the meeting with the Sacramental Coordinator, if possible. Any music that deviates from this list must be approved by the Music Director,

Mary Newman Upchurch, [mupchurch@stjamesge.org](mailto:mupchurch@stjamesge.org). Secular music (sports anthems or popular music) of any kind cannot be played.

**Please select one Psalm Response and Four Hymns**

1. Processional Hymn
2. Offertory Hymn
3. Communion Hymn
4. Recessional Hymn

**Hymn Selections (Choose four preferences total)**

Amazing Grace | 650  
How Great Thou Art | 578  
Eye Has Not Seen (what God has ready for those who love Him) | 713  
Center of My Life | 678  
The King of Love My Shepherd Is | 712  
We Remember | 938  
You Satisfy the Hungry Heart | 939  
One Bread, One Body | 931  
Draw Near | 935  
Taste and See (the goodness of the Lord) | 945  
Precious Lord, Take My Hand | 980  
Lord of All Hopefulness | 686  
Holy God We Praise Thy Name | 614  
Shepherd of Souls, Refresh and Bless | 941  
Baptized in Water (tune of Morning Has Broken) | 919  
Prayer of St. Francis/Make Me a Channel of Your Peace | (not in hymnal)

**Marian and Patriotic Hymns**

O Most Holy One/O Sanctissima | 903  
Immaculate Mary | 893  
Hail Mary, Gentle Woman | (not in hymnal)  
America, the Beautiful | 993  
God Bless America | (not in hymnal)

**Responsorial Psalm Selections (see page 4)**

**Guest Musicians**

Any guest instrumentalist or vocalist must be approved by the Music Director, Mary Newman Upchurch, [mupchurch@stjamesge.org](mailto:mupchurch@stjamesge.org)

## **Readers**

Please select up to three (3) readers from among your family and friends. Readers of the Scriptures at Mass (*First and Second Readings*) must be practicing Catholics in good standing, according to the *Directory for the Application of Principles and Norms on Ecumenism* (§133).

Ordinarily, one reader will proclaim the First Reading from the Old Testament and either the same reader or another reader will proclaim the Second Reading from the New Testament. A third reader may read the General Intercessions. This reader may be a non-Catholic.

These readers will be invited forward by the priest at the appropriate time. All reading selections will be placed on the ambo (pulpit) before Mass. The readers do not need to bring copies of the readings with them to Mass.

## **First Reading**

Please select one (1) reading from the Old Testament. To access permitted readings, click on: [Old Testament Readings](#). However, during the Season of Easter, the First Reading is always from the New Testament. To access permitted readings, click on: [First Readings to use in the Easter Season](#). Remember, this reader will be invited forward by the priest at the appropriate time. All reading selections will be placed on the ambo (pulpit) before Mass. The readers do not need to bring copies of the readings with them to Mass.

## **Responsorial Psalm**

Please select one (1) psalm. Do not choose a reader for the psalm. This will be sung by the vocalist with music played by the Music Director/accompanist.

Psalm 23 | *The Lord is my Shepherd, there is nothing I shall want.*

Psalm 25 | *To you, O Lord, I lift my soul, to you I lift my soul.*

Psalm 27 | *The Lord is my Light and my Salvation.*

Psalm 103 | *The Lord is Kind and Merciful*

## **Second Reading**

Please select one (1) reading from the New Testament. Remember, this reader will be invited forward by the priest at the appropriate time. All reading selections will be placed on the ambo (pulpit) before Mass. The readers do not need to bring copies of the readings with them to Mass. To access permitted readings, click on: [New Testament Readings](#).

## **Gospel**

Please select one (1) Gospel reading. Remember, this is always proclaimed by the priest or deacon. To access permitted Gospel readings, click on: [Gospel Readings](#).

## **General Intercessions**

Please select one (1) version of the Intercessions, otherwise known as the Prayer of the Faithful or Petitions, available on page 5-6 of this guide. You may select an additional reader for the intentions. This reader may be a non-Catholic. If you prefer, the priest or deacon will read the General Intercessions.

### General Intercessions, Version #1

*The priest begins:*

Brothers and sisters, Jesus Christ is Risen from the dead and sits at the right hand of the Father, where he intercedes for his Church. Confident that God hears the voices of those who trust in the Lord Jesus, we join our prayers to his:

*Reader:*

- 1) In Baptism, N. received the light of Christ. Scatter the darkness now and lead him (her) over the waters of death. Lord, in your mercy: *Hear our prayer.*
- 2) Our brother/sister N. was nourished at the table of the Savior. Welcome him (her) into the halls of the heavenly banquet. Lord, in your mercy: *Hear our prayer.*
- 3) Many friends and members of our family have gone before us and await the kingdom. Grant them an everlasting home with your Son. Lord in your mercy: *Hear our prayer.*
- 4) Many people die by violence, war, and famine each day. Show your mercy to those who suffer so unjustly these sins against your love, and gather them to the eternal kingdom of peace. Lord in your mercy: *Hear our prayer.*
- 5) The family and friends of N. seek comfort and consolation. Heal their pain and dispel the darkness and doubt that come from grief. Lord, in your mercy: *Hear our prayer.*
- 6) We are assembled here in faith and confidence to pray for our brother/sister N. Strengthen our hope so that we may live in the expectation of your Son's coming. Lord in your mercy: *Hear our prayer.*

*The priest concludes:*

Lord God, Giver of peace and healer of souls, hear the prayers of the Redeemer, Jesus Christ, and the voices of your people, whose lives were purchased by the blood of the Lamb. Forgive the sins of all who sleep in Christ and grant them a place in the Kingdom. We ask this through Christ our Lord. *Amen.*

### General Intercessions, Version #2

*The priest begins:*

God, the almighty Father, raised Christ his Son from the dead; with confidence we ask him to save all his people, living and dead:

*Reader:*

- 1) For N. who in baptism was given the pledge of eternal life, that he (she) may now be admitted to the company of the saints. We pray to the Lord. *Lord, hear our prayer.*
- 2) For our brother/sister who ate the Body of Christ, the bread of life, that he (she) may be raised up on the last day. We pray to the Lord. *Lord, hear our prayer.*
- 3) For our deceased relatives and friends and for all who have helped us, that they may have the reward of their goodness. We pray to the Lord. *Lord, hear our prayer.*
- 4) For those who have fallen asleep in the hope of rising again, that they may see God face to face. We pray to the Lord. *Lord, hear our prayer.*
- 5) For the family and friends of our brother/sister N., that they may be consoled in their grief by the Lord, who wept at the death of his friend Lazarus. We pray to the Lord. *Lord, hear our prayer.*
- 6) For all of us assembled here to worship in faith, that we may be gathered together again in God's kingdom. We pray to the Lord. *Lord, hear our prayer.*

*The priest concludes:*

God, our shelter and our strength, you listen in love to the cry of your people: hear the prayers we offer for our departed brothers and sisters. Cleanse them of their sins and grant them the fullness of redemption. We ask this through Christ our Lord. *Amen.*

### **Presentation of the Gifts**

The family may select up to four (4) gift bearers to process with the wine cruet and ciborium with unconsecrated hosts. The Presider will verbally instruct the gift bearers at the appropriate time during the Offertory. Because we believe in the true presence of Jesus in the Eucharist gift bearers must be practicing Catholics, as taking part in this action is an act of faith in that Jesus will be made present under the forms of bread and wine offered.

### **Norms for the Reception of Holy Communion**

Holy Communion, the Most Holy Body and Precious Blood of Our Lord, is the source and summit of the Catholic Faith. For all those who are not Catholic, or do not regularly practice the Catholic Faith, please remain seated or come forward with your arms across your chest to indicate for a liturgical greeting.

### **E) Eulogy**

The most recent edition of the *General Instruction of the Roman Missal* states, “At Funeral Masses there should usually be a short Homily, but to the exclusion of a funeral eulogy of any kind” (§382). Therefore, Saint James the Apostle Parish cannot permit eulogies at Mass. Families are encouraged to offer remarks at the Visitation (wake), after the burial, or at the luncheon.

### **F) Regarding Burials**

We recognize and reverently acknowledge the pain that families and friends go through in losing a loved one. Closure in this area after the passing of a dear friend or family member is necessary and healing, yet extremely painful, and the sense of loss can feel overwhelming at times. One way of experiencing that closure can be through burying the remains of our loved one. There is a profound dignity and beauty in this act, which reflects the belief we have in the resurrection of the body at the end of time, living in the hope that Jesus will raise the dead, as He did His own body, even after they have been laid to rest. Burying the dead is a corporal work of mercy, which shows respect for the person who has passed but also offers healing and closure for those grieving. In light of this and in line with Church teaching we urge you to plan the burial directly after the Funeral Mass and, if possible, we will provide a priest or deacon to accompany you to lead prayers at the cemetery if you so desire.

### **G) Resources for the Bereaved**

**Joyful Again** | Joyful Again, located in the Chicago area, offers weekend retreats for individuals grieving the loss of a spouse. Retreats are led by leaders who have also experienced the loss of a spouse and walked through that difficult trial. Activities over the two days include presentations, conversations, meals and fellowship, opportunities for private journaling and prayer. For more details and to register please visit: <https://joyfulagain.org/>

**Seasons of Hope** | An in-person group, meeting in multiple locations around the Diocese of Joliet, based on the book series by M. Donna MacLeod, for anyone dealing with the loss of a loved one. It is free of charge, aims to provide community among those who are grieving, and offer structured support from great Catholic resources and experienced facilitators. You are not alone in your grief and Seasons of Hope is one tool that may help as you walk through this time and offer very tangible comfort, support, and healing. Locations include: Holy Spirit Catholic Church, Naperville: <https://www.hscs.us/seasons-of-hope>; Sts. Peter & Paul Catholic Church, Naperville: <https://sspeterandpaul.net/events/seasons-of-hope-25>

**St. Michael Catholic Church Bereavement Ministry** | Offers an in-person community for those who are grieving a loved one, which includes a space to share about your grieving experience, and aims to let you know that you are not alone in this. Your experience is unique but not wrong or shameful: <https://www.stmichaelcommunity.org/pastoralcare#grief>

**Recommended Books:**

*A Grief Observed* by C.S. Lewis

*Heaven, the Heart's Deepest Longing* by Peter Kreeft

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