



COMMENTARY SERIES SERVICE AGREEMENT

[The Commentary Series](#) is available to anyone looking to enhance his/her understanding of the Gospel readings at Sunday Masses. Two commentaries are provided – one scholarly interpretation and one with a human, practical application. Readers benefit by receiving theological explanations balanced with inspiring observations in today’s world.

This program requires the assistance of many writers to cover the liturgy readings for each Sunday in liturgical years, A, B and C.

RESPONSIBILITIES OF THE WRITER

1. Writers will preselect one of two commentary categories: scholarly interpretation (*From the Pulpit*) or practical application (*From the Pew*):
 - Scholarly interpretation – provides clarification on scripture context and meaning
 - Practical – provides personal insight and practical application of the Gospel message in daily life
2. Writers will be given access to an electronic signup calendar to choose dates during liturgical years A, B and C for which he/she wishes to provide a Gospel commentary. The calendar will provide the liturgical dates, appropriate Gospel reading links, and due dates for each commentary.
3. Commentaries are to be between 250-350 words, relate specifically to the Gospel reading and be the unique, original work of the writer.
4. Submissions are to be sent to preaching@scs.edu by the due dates, which is 3 weeks prior to the commentary’s liturgical date.

RESPONSIBILITIES OF THE CATHOLIC PREACHING INSTITUTE

1. CPI will vet potential commentary writers and provide confirmation to each writer.
2. Accepted writers will be given access to the liturgical scheduling calendar.
3. CPI will provide reminders and communicate any calendaring issues to writers, including needs to fill unassigned liturgical dates.
4. Submitted commentaries will be reviewed for appropriateness; accepted commentaries will be put in line for publication. Note: writers who submit to CPI acknowledge that their written submissions may be included in CPI’s “Hearing the Word” e-newsletter, as well as CPI’s blog archive.

COMPENSATION PLAN

1. Writers will receive a \$100 stipend for each published commentary.
2. Writers must return a signed and dated Commentary Series Service Agreement, as well as a completed [IRS form W-9](#) to preaching@scs.edu.
3. Once CPI confirms acceptance of a writer’s submission, CPI will submit a stipend request to Saint Charles Borromeo Seminary for payment processing.
4. Payments will be made in paper check form only and mailed to the address indicated on the IRS form W-9.
5. Saint Charles processes stipend check requests weekly on Tuesdays.

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I have read and understand the COMMENTARY SERIES SERVICE AGREEMENT.

I am interested in writing (SELECT ONE OPTION ONLY):

- Scholarly interpretation commentaries (biblical scholars)
- Human/practical application commentaries (laity)

PRINT NAME

SIGNATURE

YOUR PARISH

DATE