

Budget and Financials

Proposed 2019 Budget

Introduction

To: 153st Diocesan Convention

From: Canon to the Ordinary - Director of Administration

The proposed budget for 2019 is presented with the understanding that there will be required adjustments as the year proceeds. With the move of the diocesan office from Nova Tower One in December and the final lease arrangements for 2019 not yet established at the time the budget was required to be presented to Diocesan Council in September, the assumption of rent and ancillary / related expenses are maintained at present levels.

For the 2019 proposed budget, income projections for Godly Share from congregations follow the prescribed pattern of 10% of the most recent years' (2017) operating income as reported in the Congregational Report submitted to provincial headquarters with a 5% adjustment for potential non-payment.

Of special note is the decrease in expenses for liability insurance as the diocesan insurance program was renegotiated and coverage for Directors and Officers insurance premiums were reduced substantially.

This proposed budget was first presented to the chair of the Finance Committee of Diocesan Council on September 5, 2018 and will then be presented to the full Council on September 11th, 2018.

All budgets below are recommended by Diocesan Council; not yet approved by Convention.

	2017 Actual ³	Adjusted 2017 Budget	Approved 2018 Budget	Estimate 2019 Budget
Budget Overview, Income				
Congregation Godly Share - Current Year	778,763	731,129	751,217	770,318
Parish Godly Share Realized - Prior Year		-		
Church Plants And Beyond The Burg Congregations	116,123	123,379	132,412	87,510
New Congregations	-	5,000	5,000	5,000
Total Godly Share Income	894,886	859,508	888,629	862,828
Communications Asking	985	5,000	5,000	5,000
Contributions - Individuals	12,875	7,500	7,500	7,500
Assets Released From Restriction	-	-	-	-
Bishops Extra Mile	360	12,500	12,500	12,500
Miscellaneous	-	-	-	-
United Way	5,763	5,000	5,000	5,000

³ Subject to Final Audit

Budget Overview, Income	2017 Actual ³	Adjusted 2017 Budget	Approved 2018 Budget	Estimate 2019 Budget
TOTAL INCOME	914,868	889,508	918,629	892,828

Budget Overview, Expenses	2017 Actual ³	Adjusted 2017 Budget	Approved 2018 Budget	Estimate 2019 Budget
Congregational Mission	40,275	41,000	53,000	27,500
Transformational Networks	11,804	15,650	15,650	15,750
Beyond The Diocese	97,941	104,285	105,863	103,283
Office Of Bishop	312,214	312,678	313,263	389,297
Administration	397,072	414,887	421,479	352,613
Arch Bishop Legacy Fund Campaign Expenses	39,407			
Bad Debt Recognition	-	-		
TOTAL EXPENSES	898,713	888,499	909,255	888,442

Budget Overview, Income Over Expenses	2017 Actual ³	Adjusted 2017 Budget	Approved 2018 Budget	Estimate 2019 Budget
Gain/(Loss)	16,155	1,009	9,374	4,386
Estimated Balance Brought Forward				
Remaining From Prepaid				
Transfer (To) From Budget Reserve	(16,155)	(1,009)		
Net Remainder	-	-		

Congregational Mission Budget	Adjusted 2017 Budget	2018 Budget	Estimated 2019 Budget
<u>Mission Team</u>			
Part Time Stipends	15,000	20,000	
Travel and Expenses	3,000	4,250	
Programs and Initiatives	5,000	10,750	-
<u>Mission Grants</u>			
Mission Grants to Congregations	18,000	18,000	
Canon's For Clergy And Clergy Family Care			
Stipend			15,000
Travel & Expense			
Programs and Initiatives			
Canon For Mission			
(Funded through Board of Trustees Grant)			
Canon For Discipleship And Youth Ministry			
(Funded outside Diocesan Budget)			
Canon For Prayer / Worship			

Congregational Mission Budget	Adjusted 2017 Budget	2018 Budget	Estimated 2019 Budget
Salary			12,000
Housing			
Travel/Business Expense			500
Subtotal			12,500
TOTAL CONGREGATIONAL MISSION	41,000	53,000	27,500

Transformational Networks Budget	Adjusted 2017 Budget	2018 Budget	Estimated 2019 Budget
<u>Training</u>			
Clergy Conference	1,000	1,000	2,000
Leadership Overnight	500	500	
Misconduct Training and Materials	250	250	250
Ordinands Training Program	400	400	
Subtotal	2,150	2,150	2,250
<u>Network Support</u>			
Other Networks	3,500	3,500	3,500
Subtotal	3,500	3,500	3,500
<u>Commission On Ministry</u>			
Deacon Formation Program	2,000	2,000	2,000
Ordination Expenses	500	500	500
Board of Examining Chaplains	2,500	2,500	2,500
General Oversight	1,000	1,000	1,000
Background Checks	2,000	2,000	2,000
Psychological Exams	2,000	2,000	2,000
Subtotal	10,000	10,000	10,000
TOTAL TRANSFORMATIONAL NETWORKS BUDGET	15,650	15,650	15,750

Beyond The Diocese Budget	Adjusted 2017 Budget	2018 Budget	Estimated 2019 Budget
<u>National</u>			
Provincial Tithe	87,285	88863	86283
Provincial Assembly Delegates	10,000	10000	10000
Subtotal	97,285	98863	96283
<u>Ecumenical & Other</u>			
Christian Associates	6,000	6000	6000
Other Ecumenical	1,000	1000	1000
Subtotal	7,000	7000	7000
Total Beyond The Diocese	104,285	105863	103283

Office Of The Bishop, Budget	Adjusted 2017 Budget	2018 Budget	Estimated 2019 Budget
<u>Bishop</u>			
Salary	79,987	79,987	79,987
Housing	40,000	40,000	40,000
Pension	21,598	21,598	21,598
Life/AD&D/STD/LTD	800	824	-
Medical Insurance Premium	786	786	786
Travel	3,750	3,750	3,750
Auto Expense	8,500	8,500	8,500
Business Expense	7,500	7,500	7,500
Subtotal	162,921	162,945	162,121
<u>Assisting / Retired Bishops</u>			
Stipend	1,000	1,000	1,000
Travel	5,000	5,000	5,000
Business Expenses	3,000	3,000	3,000
Subtotal	9,000	9,000	9,000
<u>Canon To The Ordinary</u>			
Salary			38,904.5
Housing			4,250.0
Pension			7,767.8
Life/AD&D/STD/LTD			302.2
Medical Insurance Allowance			393.0
Auto Expense			3,000.0
Travel/Business Expense			1,000.0
Subtotal			55,617.5
<u>Executive Assistant To The Bishop</u>			
Salary	56,068	56,068	58,872
FICA/Pension	12,699	12,699	13,334
Life/AD&D/STD/LTD	493	508	508
Medical Insurance Premium	11,052	12,106	13,317
Subtotal	80,313	81,382	86,031
<u>Director Of Communications</u>			
Salary	24,513	24,000	25,200
FICA/Pension	1,820	1,820	4,700
Life/AD&D/STD/LTD	210	216	227
Travel/Training	2,000	2,000	2,000
Subtotal	28,543	28,036	32,127
<u>Special Project Coordinator</u>			
Salary			12,000
Housing			
Travel/Business Expense			500
Subtotal			12,500
<u>Diocesan Convention</u>			
Administration Assistance	1,250	1,250	1,250
Facilities & Meals	1,250	1,250	1,250

	Adjusted 2017 Budget	2018 Budget	Estimated 2019 Budget
Office Of The Bishop, Budget			
Printing & Mailing Journals	1,000	1,000	1,000
Miscellaneous	500	500	500
Technology Support	500	500	500
Travel-Speaker	2,900	2,900	2,900
Subtotal	7,400	7,400	7,400
<u>Communications - Publications</u>			
TRINITY Diocesan Newsletter Printing, Direct Mail Costs, Sort, Labels	15,000	15,000	15,000
Asking Letter for TRINITY	3,500	3,500	3,500
Diocesan Directory	3,500	3,500	3,500
Technical Support/Web Page Development	2,100	2,100	2,100
Miscellaneous	400	400	400
Subtotal	24,500	24,500	24,500
TOTAL OFFICE OF THE BISHOP	312,678	313,263	389,297

	Adjusted 2017 Budget	2018 Budget	Estimated 2019 Budget
Office Of Administration & Finance			
<u>Director Of Administration & Finance / CFO</u>			
Salary	77,809	77,809	38,905
Housing	8,500	8,500	4,250
Pension	15,536	15,536	7,768
Life/AD&D/STD/LTD	587	604	302
Medical Insurance Allowance	786	786	393
Auto Expense	6,000	6,000	3,000
Travel/Business Expense	2,000	2,000	1,000
Subtotal	111,217	111,235	55,618
<u>Financial Bookkeeper/Secretary</u>			
Salary	42,948	42,948	45,096
FICA/Pension	9,728	9,728	10,214
Life/AD&D/STD/LTD	368	379	398
Medical Insurance Allowance	11,052	12,106	13,317
Commuting Allowance	1,000	1,000	1,000
Subtotal	65,096	66,161	70,025
<u>Receptionist</u>			
Salary	38,383	38,383	40,303
FICA/Pension	8,694	8,694	9,129
Life/AD&D/STD/LTD	308	317	333
Medical Insurance Allowance	372	372	391
Commuting Allowance	1,000	1,000	1,000
Subtotal	48,757	48,766	51,155
<u>Support</u>			
Audit	6,000	9,000	9,000

Office Of Administration & Finance	Adjusted 2017 Budget	2018 Budget	Estimated 2019 Budget
Background Checks	300	300	300
Copier	7,500	7,500	7,500
Legal Fees	1,000	1,000	1,000
Liability, Workers Comp, Bond	49,500	49,500	30,000
Medical Expense Reimbursements	4,500	4,500	4,500
Miscellaneous	450	450	450
Office Furniture/Equipment	3,000	3,000	3,000
Office Supplies	4,000	4,000	4,000
Payroll Support Service	500	500	500
Pension Administration	600	600	600
Postage	6,600	6,600	6,600
Rent for Offices	76,966	76,966	76,966
Staff Development	2,000	2,000	2,000
Technology System Support & Training	17,500	20,000	20,000
Telephones	9,400	9,400	9,400
Subtotal	189,816	195,316	175,816
TOTAL OFFICE OF ADMINISTRATION	414,887	421,479	352,613