

Budget Worksheet for 2010

2010 Budget, St. James' Eureka Springs, Arkansas as of 12/31/09					
Round to the nearest dollar. Year-end entries on starred* lines are entered in the Parochial Report, page 3.					
Giving Information					
*1.	Number signed pledge cards for 2010 Operating Budget	45			
*2.	Total dollars pledged to 2010 Operating Budget	\$87,104			
3.	Average pledge for 2010	1936			Mission &
*4.	Avg. Sunday Attendance in 2009 (Parochial Rep. page 2)			2010	Outreach:
			2009 Budget	2009 Actual	Budget
					at Risk
REVENUES					
5.	ROLLOVER CASH in checkbook (same as prior year's Ending Cash)				
Operating Revenues					
6.	Undesignated plate offerings & regular non-pledge support		20,750	17,131	22,541
7.	Pledge payments to operating budget		84,201	82,845	87,104
*8.	Plate offerings, pledge pmts. & regular support (lines 6+7)		104,951	99,976	109,645
*9.	Operating account interest, used for operations		36	37	36
*10.	Other operating income: unrestricted gifts, restricted gifts used for		500	926	400
	operations, contributions from congregation's organizations,				-
	rental income, fees, miscellaneous activities, etc.				-
*11.	Unrestricted bequests used for operations		300	698	500
*A	Normal operating income, or NOI (lines 8:11)		105,787	101,637	110,581
*12.					-
*B	TOTAL OPERATING REVENUES (lines A+12)		105,787	101,637	110,581
Non-Operating Revenues					
*13.	Capital Fnd, Organ Fnd, gifts & additions, Columbarium, Stair Chair		-	3,610	300
					-
*14.	CD, Memorial Fund, Designated Fund interest		2,573	2,083	1,300
*14a.	Gifts for other designated funds: clergy DF, cursillo		-	2,219	1,800
					-
*15.	Contributions & grants for congregation-based outreach		500	6,767	1,000
	programs (see line 103)				-
*16.	Funds received for transmittal (prepaid pledges) (see line 105)		-	3,350	-
*C	Subtotal non-operating revenues (lines 13:16)		3,073	18,029	4,400
*D	(Line 14 not in QB) TOTAL ALL REVENUES (lines B+C)		108,860	119,666	114,981
17.	Transfers in from designated funds				-
18.	To cover outreach expense				
19.	To cover organ expense (line 102)			9,835	
20.	Total cash available (lines 5+D+17:19)		108,860	129,501	114,981
EXPENSES					
Outreach					
*22.	Tithe to Diocese: 10% of 2010 Operating Income on Line A above		10,579	10,579	11,058
*22a.	Sharing Our Bounty beyond the tithe: Camp Mitchell		500	500	500
					500
*23.	2010 MDGs .7% (774), PDF (1200)		1,941	1,947	1,974
24.	Total outreach (lines 22:23)		13,020	13,026	13,532
					2,474
Program & Liturgy					
25.	Evangelism & congregational development			293	200
26.	Incorporation of new members: name tags, visitor cards, gifts, etc.				-
27.	Communications: bulletins, newsltr, website design, ads, signs, etc.		700	876	900
28.	Christian formation for all ages		200	305	300
29.	Young adult & youth ministries		-		-
30.	Music & choirs (instrument maintenance on line 97)		100		-
31.	Liturgical expense: inserts & booklet copies		650	523	800
32.	Altar supplies & flowers (altar wine, lites)		600	562	700
33.	***Diocesan convention delegates expense (2010, \$100 ea)		800	1,253	800
34.	Stewardship (includes meal, materials, stewardship newsletter)		700	890	800
35.	Other (list) clergy/staff bonuses(2009 includes trinity kneeler)		1,500	1,953	1,500
36.	Total program & liturgy (lines 25:35)		5,250	6,655	6,000
					2,900

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		2009 Budget	2009 Actual	Budget	at Risk
Parochial Clergy (2009 actual =3/4 time for just 7 months)					-
37.	Cash Stipend - 2010 max earnings for retired but working clergy	28,739	17,340	29,726	-
38.	Cash Housing & Utilities allowance based on Fair Rental Value			-	-
39.	SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng)	2,199	1,327	2,274	-
40.	Other clergy comp - exp allwncs, hsng equity, 403(b), bonus, etc.				-
41.	Tax -deferred 403b retirement acct 18% X (stipend+SE tax reimb)	5,569	3,360	5,760	-
42.	Health insurance with Medical Trust - rates on diocesan website	4,410	4,812	7,411	-
43.	Dental insurance with Delta Dental - rates on diocesan website	407	692	992	-
44.	\$40,000 group term life insurance at \$25.20 per month	227		-	-
45.	Long-term disability ins. Short-term disability is paid by Pension Fund.			-	-
46.	Professional exp reimb - continuing ed, books, etc. - \$2K minimum	1,125	244	1,500	-
47.	Travel/business reimb. - use IRS mileage rate of 55 cents/mile	1,856	1,425	2,475	-
48.	Clergy compensation & benefits (lines 37:47)	44,531	29,199	50,137	-
49.	Clergy search expense/moving expense	1,500	6,618	-	-
50.	Assist priest travel reimb	1,200	-	500	-
51.	2009 IRS mileage rate = .55/mile				-
52.	Total parochial clergy (lines 48:51)	47,231	35,817	50,637	-
Supply Clergy					-
53.	Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)	300	250	-	-
54.	Travel reimbursement for supply clergy @ 55 cents/mile	150		-	-
55.	Pension for extended supply (Supply Clergy Policy on website)			-	-
56.	Total supply clergy (lines 53:55)	450	250	-	-
Lay Personnel - 2010 no increase					-
57.	Parish Administrator/Church Secretary	13,719	13,719	14,160	-
58.	Financial Secretary/Treasurer			-	-
59.	Organist/Choir Director	5,644	5,644	5,644	-
60.	Program Director/Christian Formation Director			-	-
61.	Youth Director			-	-
62.	Child Care Workers			-	-
63.	Sexton/Custodian	5,049	5,180	5,050	-
64.	Grounds Maintenance Workers			-	-
65.	Other (list)			-	-
Lay Benefits					-
66.	Social Security & Medicare taxes = 7.65% of wages	1,868	1,804	1,901	-
67.	***Pension contributions (@9%x\$17676)			1,591	-
68.	Health insurance	3,957	3,957	3,516	-
69.	Dental insurance			-	-
70.	Life insurance & disability insurance			-	-
71.	Workers' Compensation ins.: clergy, prof, clerical = wages x 0.47%	236	463	243	-
	other employees = wages x 3.51%	177		177	-
72.	Lay (100) & non-employee travel (900)		45	1,000	-
73.	Other (list) AR taxes W/H		(25)	-	-
74.	Total lay personnel & benefits (lines 57:73)	30,650	30,786	33,283	-
Administrative Expense					-
75.	Contract services: audit	900	750	900	-
76.	Kitchen/Hospitality expense	100	6	100	-
77.	Office supplies & equipment	500	634	600	-
78.	Postage: including Fed Ex, P.O. box rental, meter lease, etc.	800	875	800	-
79.	Telephone & fax expense	900	876	900	-
80.	Internet & cable services	550	420	420	-
81.	Website services (prepaid for 10 years +) included on line 27	-		-	-
82.	Computer software, updates, tech support	100	94	100	-
83.	Office equipment lease/maint on copier (toner)	250	278	300	-
84.	Service contracts on office equipment			-	-

Statement of Certain Assets & Liabilities

Church & City:	Date:			
Round to the nearest dollar. Year-end entries on starred* lines are needed for the Parochial Report.				
Rename individual Designated Funds to fit your situation.				
	Beginning of 2007	Receipts during 2007	Disb'mnts during 2007	End of 2007
Cash & Cash Equivalents				
a. Cash in Operating Account				\$-
b. Cash in Other Checking, Savings, CDs, Money Markets				-
*1. Subtotal of All Cash on Hand (lines a + b)	-	-	-	-
*2. Total in Stocks, Bonds, Mutual Funds (@ market value)				-
3. Total Cash & Cash Equivalents (lines 1 + 2)	-	-	-	-
Cash & Cash Equivalents broken down as follows:				
4. Unrestricted Funds (includes operating account)				-
Designated or Restricted Funds (re-name as needed)				
5. Building Fund				-
6. Columbarium Fund				-
7. Contingency Fund (for unexpected major expenses)				-
8. Discretionary Fund				-
9. Endowment Fund				-
10. Episcopal Churchwomen				-
11. Men's Group Fund				-
12. Memorial Fund				-
13. Organ Fund				-
14. Raise The Roof Capital Campaign Fund				-
15. Scholarship Fund				-
16. Stained Glass Fund				-
17. Youth Ministry Fund				-
18. Other (please name):				-
19.				-
20. Total Undesignated & Designated Funds (lines 4:19)	-	-	-	-
(Line 20 must equal Line 3)				
Restricted Fund Pledges Not Yet Paid				-
21. Building Fund				-
22. Capital Campaign				-
23. Other (please name):				-
24.				-
25. Total Restricted Pledges Not Yet Paid (lines 21:24)	-	-	-	-
Estimated Value of Fixed Assets & Real Estate				-
26. Furniture, Fixtures, Equipment				-
27. Fine Arts				
28. Automobiles				-
29. Land				-
30. Church Buildings & Imprvmnts (including pipe organ)				-
31. Rectory/Vicarage				
32. Rental Property	-	-	-	-
33. Total Fixed Assets & Real Estate (lines 26:32)				
Continued on next page				

Statement of Certain Assets & Liabilities

Loans, mortgages and other commitments					
34.	Principal on Commercial Loan at _____ Bank				-
	Interest Rate: Maturity date:				
	What Bank? Secured or Unsecured?				
35.	Principal on Mortgage Loan at _____ Bank				-
	Interest rate: Maturity date:				
	Collateral:				
36.	Diocesan Development Program Loan (DDP)				-
	Interest rate: Maturity date:				
	Collateral:				
37.	Other Liabilities (e.g., Interfund loans, private loans)				
38.	Total Loans, Mtgs, Other Commitments (lines 34:37)	-	-	-	-

Approved by the Vestry of _____, on _____, 20__.

Attested by Vicar or Warden: _____ Clerk or Treasurer: _____

Please return signed copy by Jan. 15, 2008 to:

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