

EPISCOPAL DIOCESE OF PITTSBURGH PROPOSED 2019 BUDGET

	Actual 2017 Results (Cash Basis)	2018 Budget w/ Approved Reallocations	Actual Results thru 8/31/2018	Proposed 2019 Budget
INCOME				
Parish Assessments Income	650,286	631,998	400,104	658,469
Endowment - Episcopacy	126,533	109,644	50,000	127,355
Endowment - Diocesan Mission	45,132	41,308	45,657	45,657
Community Service Fund - Diocesan Mission	124,969	124,969	104,343	125,769
Other Quasi-Endowments Redesignated by BOT	18,450	39,163	-	18,596
BOT Unrestricted Distribution	162,747	174,274	100,000	173,450
Bishop's Fund Transfers to Fund Operating Budget	62,000	50,409	37,807	48,359
Campbell Foundation Grant	50,000	50,000	37,500	50,000
Trustee/Council Funding to Operating Budget	-	57,000	57,000	-
Donations	6	-	5	-
Trusts, Foundations, Grants - Unrestricted	68,000	35,000	31,500	35,000
Metcalf Missionary Fund (PNC Bank Trustee)	7,527	8,000	7,723	6,000
TOTAL INCOME	1,315,650	1,321,765	871,639	1,288,655
NORMAL OPERATING EXPENSES				
Beyond the Diocese	168,457	164,595	109,725	165,920
Formation and Mission	318,376	344,453	239,310	350,903
Office of the Bishop	248,535	251,321	163,108	249,521
Administration and Support	326,443	347,842	225,318	363,411
TOTAL NORMAL OPERATING EXPENSES	1,061,811	1,108,211	737,461	1,129,755
Balance of Normal Revenues and Expenditures	253,839	213,554	134,178	158,900
Other Operating Expenses:				
Reopened Churches - Net Expenses	99,995	88,500	60,965	88,700
Returned Properties - Net Expenses	47,978	38,030	17,583	40,200
Legal Expenses	109,235	87,000	64,988	30,000
Total Other Operating Expenses	257,208	213,530	143,536	158,900
TOTAL EXPENSES	1,319,019	1,321,741	880,997	1,288,655
Balance after Normal and Other Oper. Expenses	(3,369)	24	(9,358)	0
General Fund Balance, Beginning of Year	429,639	426,270	426,270	426,294
General Fund Balance, End of Year/Period	426,270	426,294	416,912	426,294

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BEYOND THE DIOCESE				
National				
TEC Assessment	138,918	137,000	91,160	136,411
General Convention Deputies/1st Alternates	14,000	14,000	10,270	15,000
Regional/National Meetings/Conferences	4,987	5,000	4,124	5,000
International				
Lambeth .7% Resolution	3,881	4,424	-	4,609
Province Dues	2,171	2,171	2,171	2,900
Christian Associates	2,000	2,000	2,000	2,000
Epis. Appalachian Ministries/Highland Educ. Project	2,500	-	-	-
TOTAL BEYOND THE DIOCESE	168,457	164,595	109,725	165,920
FORMATION AND MISSION				
Canon for Mission				
Salary	31,691	32,652	21,768	48,978
Expenses	3,830	4,500	767	4,500
FICA/SECA	2,424	2,498	1,665	3,747
Pension	4,754	4,898	3,265	11,277
Benefits and Allowances	-	-	-	9,924
Total Canon for Mission	42,699	44,548	27,465	78,426
Canon for Ordained Vocations & MVM Chaplain				
Salary	-	31,524		31,524
SECA	-	2,412		2,412
Pension	-	6,108		6,108
Expenses	4,494	4,500	2,453	4,500
Funding to St. Peter's Brentwood for Canon's Compensation	38,871		26,696	
Ttl Canon for Ordained Vocations/MVM Chaplain	43,365	44,544	29,149	44,544
Canon for Congregational Support				
Salary	25,500	-	-	-
Expenses	3,168	-	-	-
SECA	1,951	-	-	-
Pension	2,890	-	-	-
Stipend for medical/dental insurance	4,525	-	-	-
Total Canon for Congregational Support	38,034	-	-	-
Canon to the Ordinary				
Salary	3,167	28,000	18,667	-
Housing	-	10,000	6,667	-
Expenses	159	4,000	2,748	-
SECA	242	2,907	1,938	-
Pension	614	7,363	4,909	-
Stipend for medical/dental insurance	-	8,136	5,424	-
Total Canon to the Ordinary	4,182	60,406	40,353	-

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Canon for Evangelism and Faith Formation				
Salary	3,350	-	-	-
Housing	30,452	34,825	23,217	34,825
Pension	4,648	5,224	3,482	5,224
Expenses	3,155	4,500	2,356	4,500
Total Canon for Evangelism and Faith Formation	41,605	44,549	29,055	44,549
Canon Pastor				
Salary	4,500	4,635	3,090	4,635
Pension	810	835	540	835
Total Canon Pastor	5,310	5,470	3,630	5,470
Clergy Communications Coordinator				
Salary	1,848	-	-	9,000
Pension	333	-	-	1,620
Other Expenses	240	-	-	-
Total Clergy Communications Coordinator	2,421	-	-	10,620
University Chaplain				
Salary	52,350	50,934	35,889	50,934
Health Benefit Stipend	-	2,900		2,900
Pension	9,423	9,690	6,460	9,168
Other Ministry-Related Expenses	5,015	6,000	3,198	6,000
Funding for Campus Ministry Associate	(68,722)	(52,836)	(30,980)	(40,500)
Total University Chaplain	(1,934)	16,688	14,567	28,502
Mon Valley Mission Clergy				
Salary	22,000	24,765	5,573	33,441
SECA	-	-	386	2,315
Pension	-	-	-	6,436
Funding for Mon Valley Mission Clergy	-	-	16,768	(12,000)
Total Mon Valley Mission Clergy	22,000	24,765	22,727	30,192
Children and Youth				
Children and Youth Ministry	3,231	4,000	-	4,000
Sheldon Calvary Camp	4,000	4,000	4,000	4,000
Total for Children and Youth	7,231	8,000	4,000	8,000
Community Outreach				
Coal Country Hangout	10,000	10,000	10,000	10,000
Shepherd's Wellness	3,000	3,000	3,000	3,000
Neighborhood Youth Outreach Program	10,000	10,000	10,000	10,000
Total for Community Outreach	23,000	23,000	23,000	23,000
Training				
Clergy Conference (funded by Widow's Corp)	(85)	-	1,212	-
Ministry Leadership Workshops	882	1,000	840	1,000
SafeChurch Training	-	1,000	536	1,000
EFM	500	500	1,125	500
Total for Training	1,297	2,500	3,713	2,500

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Ministry Support				
Deacon's Ministry	300	500	149	500
Absalom Jones Celebration or Other Event	3,000	2,000	1,400	2,000
Commission on Race and Reconciliation	1,870	2,900	1,401	2,900
Other Committees	494	700	71	700
Social Justice and Outreach	1,795	2,000	350	2,000
Total for Ministry Support	7,459	8,100	3,371	8,100
Commission on Ministry	4,122	6,000	2,802	8,000
Mon Valley Mission Expenses	-	1,383	-	5,000
Parish Mission Grant Initiatives	27,500	12,500	-	7,500
Formation for Mission Grants	10,000		-	7,500
Diocesan Missions and Faithful Remnants	40,085	42,000	35,478	39,000
TOTAL FORMATION AND MISSION	318,376	344,453	239,310	350,903
OFFICE OF THE BISHOP				
Salary	122,424	122,424	81,616	122,424
Other Expenses				
Housing Allowance	42,000	42,000	28,000	42,000
Pension	29,596	29,597	19,731	29,597
Auto	5,409	7,500	2,499	10,500
Pastoral/travel	12,478	14,000	6,420	14,000
Benefits and allowances	23,454	25,300	16,379	22,000
Sabbatical Reserve	6,000	-	-	-
Lambeth Conference Reserve	2,500	4,000	4,000	2,500
Hospitality fund	2,174	4,000	2,236	4,000
Education fund	2,500	2,500	2,227	2,500
Total Other Expenses	126,111	128,897	81,492	127,097
TOTAL OFFICE OF THE BISHOP	248,535	251,321	163,108	249,521
ADMINISTRATION AND SUPPORT				
Archives				
Archivist Salary	8,951	1,923	1,923	-
Archivist Car Allowance	144	-	-	-
Archivist FICA	685	147	147	-
Archives - Pitt Intern	500	-	-	-
Total Archives	10,280	2,070	2,070	-
Financial & Property Administrator				
Salary	30,576	32,500	21,667	32,500
Expenses	2,304	2,500	1,231	2,500
FICA	2,339	3,086	2,017	3,362
Pension	4,586	4,875	3,250	4,875
Benefits and Allowances	1,479	9,342	5,706	11,450
Total Financial & Property Administrator	41,284	52,303	33,871	54,687

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	Actual 2017 Results (Cash Basis)	2018 Budget w/ Approved Reallocations	Actual Results thru 8/31/2018	Proposed 2019 Budget
Treasurer & Director of Administration				
Salary	56,011	57,692	38,461	70,000
Expenses	1,407	1,500	912	1,500
FICA	4,285	5,045	3,321	6,114
Pension	8,402	8,654	5,769	10,500
Benefits and Allowances	-	8,250	4,950	9,924
Total Treasurer & Director of Administration	70,105	81,141	53,413	98,038
Executive Assistant				
Salary	35,768	36,841	24,561	36,841
FICA	2,736	2,819	1,823	2,819
Pension	5,365	5,526	3,684	5,526
Benefits and Allowances	1,479	9,342	6,489	11,450
Total Executive Assistant	45,348	54,528	36,557	56,636
Director of External Affairs	16,700	18,950	5,175	18,950
Communications - Publications				
Diocesan Newsletter	966	1,000	-	1,000
Webmaster (independent contractor)	21,010	23,900	13,498	23,900
Website / Database Development	10,669	5,000	4,625	-
Total Communications - Publications	32,645	29,900	18,123	24,900
Support				
Annual Audit	14,375	14,800	11,000	15,000
Archival Storage and Supplies	1,639	500	390	750
Background Checks	-	1,000	55	1,000
Bank Service Fees	150	350	85	350
Copier	409	500	252	500
Diocesan Convention	(553)	1,000	(50)	1,000
Liability, Workers, Bond	31,676	27,000	21,743	27,800
Miscellaneous	2,067	2,500	1,257	2,500
Office Furniture/Equipment	552	1,000	869	1,000
Office Supplies	2,953	3,500	2,199	3,500
Payroll Service	1,830	1,000	334	1,000
Postage	1,387	1,500	800	1,500
Rent for Offices and Archives at Cathedral	35,000	35,000	26,250	35,000
Cleaning for Offices and Archives at Cathedral	2,527	2,800	1,724	2,800
Employee Transportation Expense	8,001	8,000	4,273	8,000
Staff Development	358	-	-	1,500
Technology - Hardware, Support, and Software	7,370	8,000	4,746	6,500
Telephones	340	500	182	500
Total for Support	110,081	108,950	76,109	110,200
TOTAL ADMINISTRATION AND SUPPORT	326,443	347,842	225,318	363,411

2019 PROPOSED BUDGET -- APPENDIX A

	Actual 2017 Results - (Cash Basis)	Original Approved 2018 Budget	Approved 2018 Budget w/ Reallocations	Actual Results thru 8/31/2018	Preliminary 2019 Budget
BUDGET APPENDIX A - REOPENED PARISHES AND RETURNED PROPERTIES					
6150 · Reopened churches net of income					
Total 6150.01 · St. Thomas/ North Cambria	\$ 26,280	\$ 10,000	\$ 15,000	\$ 9,671	\$ 15,000
Total 6150.02 · St. James / Penn Hills	43,854	46,000	46,000	25,001	45,000
Total 6150.03 · St. Barnabas / Brackenridge	7,818	7,500	7,500	6,140	8,700
Total 6150.06 · St. David's / Venetia	23,100	20,000	20,000	20,153	20,000
Total 6150 · Reopened churches net of income	101,052	83,500	88,500	60,965	88,700
6561 · Property Expense, net of income					
Total 6561.13 · Prince of Peace, Aliquippa	3,477	-	-	-	-
Total 6561.12 · St. Andrew's, New Kensington	10,431	20,000	15,000	4,300	15,000
Total 6561.11 · Transfiguration, Clairton	(1,314)	(1,000)	1,000	881	-
Total 6561.01 · Epiphany, Avalon	3,716	5,000	1,000	70	5,000
Total 6561.02 · Donegal	15,086	10,000	10,000	7,745	12,000
6561.03 · Land- Allegheny Township	481	500	500	488	500
6561.04 · Smicksburg Cemetery	(25)	(300)	(300)	685	750
6561.041 Oak Grove Cemetery	241	250	250	(316)	250
6561.05 · Grace Menallan Cemetery	1,515	1,700	1,700	1,594	1,700
Total 6561.07 · Trinity, Freeport	(263)	-	-	-	-
Total 6561.08 · All Saints, Rosedale	(1,285)	-	-	-	-
Total 6561.10 · Good Samaritan, Liberty Boro	(1,812)	1,000	1,000	2,136	-
6561099 - Contingency for Property Repairs	9,623	5,000	7,880	-	5,000
Contingency for Expenses Relating to Sale of Properties	7,240	-	-	-	-
Total 6561 · Property exp, net of income	\$ 47,111	\$ 42,150	\$ 38,030	\$ 17,583	\$ 40,200

PROPOSED 2019 BUDGET

Comments

1. The balanced budget was approved at the September 18, 2018 Council Meeting.
2. Parish Assessments Income is computed based on data from Parochial Reports for 2017, 2016, and 2015. Parish Assessments Income was calculated using the lower of 2017 Normal Operating Income (Line A from Parochial Report) or the average of the 2017, 2016, and 2015 Normal Operating Income.)
3. The formula used to calculate Parish Assessments Income was adopted at the 2009 Annual Convention. The first \$35,000 of Normal Operating Income is assessed at 5% and Normal Operating Income in excess of \$35,000 is assessed at 11%.
4. For budgeting, the total of Parish Assessments Income is reduced by 5% to allow for situations that might result in the diocese receiving less than full payment, such as when assessment relief is approved for a specific parish. Assessment relief granted in past years is not reflected in the calculation of the 2019 proposed assessment amounts.
5. Endowment Transfers continue to be calculated using a 4.5% spending policy on endowment average balances over the prior four-year period.
6. The Bishop's Fund Board approved the use of \$20,000 each (\$40,000 total) to support two reopened parishes, St. James, Penn Hills and St. David's, Peters Township.
7. The Reopened Parishes budget of \$88,700 continues to fund the ministries of St. James, Penn Hills; St. Thomas, Northern Cambria; St. David's, Peters Township; and St. Barnabas, Brackenridge.
8. The Returned Properties net expense budget of \$40,200 is primarily made up of net expenses from St. Andrew's, New Kensington; Epiphany, Avalon; and the Donegal clergy cottage and barn.
9. The Episcopal Church (TEC) Assessment of \$136,411 reflects the "Asking" approved at General Convention of 15% for 2019.
10. Due to the resignation of Canon Shawn Malarkey for health reasons, the Canon to the Ordinary budget was eliminated (see Bishop's and Canon to the Ordinary's reports in Section E of this 2018 Preconvention Journal). Canon Malarkey remains on staff as Clergy Communications Coordinator. The hours and compensation for both Canon for Mission Kim Karashin and Treasurer & Director of Administration Kathi Workman increase to cover portions of Canon Malarkey's previous responsibilities. The remaining savings reduces the amount of funding required from the Bishop's Fund to balance the 2019 operating budget.
11. Diocesan Mission and Faithful Remnants budget of \$39,000 provides assistance to parishes with significant financial need.
12. Parish Mission Grant budget of \$7,500 provides additional funds for the \$32,900 current balance in the Fund for parishes to design and carry out mission projects.
13. Formation for Mission Grant budget of \$7,500 provides additional funds for the \$8,300 current balance to fund lay and clergy participation in conferences that will prepare them for mission in the community they seek to serve.
14. Outreach budget provides \$10,000 for Neighborhood Youth Outreach Program, \$10,000 for Coal Country Hangout Youth Center, \$4,000 to Shepherd Wellness Community, and \$4,000 to Sheldon Calvary Camp.