

## Episcopal Diocese of Pittsburgh 2020 Budget

	Actual 2018 Results (Cash Basis)	2019 Budget w/ Approved Reallocations	Actual Results thru 8/31/2019	2020 Proposed Budget
<b>INCOME</b>				
Parish Assessments Income	636,840	658,469	444,930	660,091
Endowment - Episcopacy	127,355	127,355	50,000	124,501
Endowment - Diocesan Mission	45,657	45,657	-	44,735
Community Service Fund - Diocesan Mission	125,769	125,769	50,000	123,057
Other Quasi-Endowments Redesignated by BOT	18,596	18,596	-	18,168
BOT Unrestricted Distribution	141,623	182,750	100,000	192,270
Bishop's Fund Transfers to Fund Operating Budget	49,057	40,000	20,000	1,377
Campbell Foundation Grant	50,000	50,000	37,500	-
Trustee/Council Funding to Operating Budget	57,000	-		80,000
Donations	5	-	5	-
Trusts, Foundations, Grants - Unrestricted (Miriam Moyer)	61,500	43,536	64,500	40,500
Metcalf Missionary Fund (PNC Bank Trustee)	8,000	6,000	6,000	6,000
<b>TOTAL INCOME</b>	1,321,402	1,298,132	772,935	1,290,699
<b>NORMAL OPERATING EXPENSES</b>				
Beyond the Diocese	163,613	165,920	113,878	170,293
Formation and Mission	326,827	352,142	227,041	397,430
Office of the Bishop	238,922	251,021	164,628	257,345
Administration and Support	343,391	359,849	229,383	321,331
<b>TOTAL NORMAL OPERATING EXPENSES</b>	1,072,753	1,128,932	734,930	1,146,399
<b>Balance of Normal Revenues and Expenditures</b>	248,649	169,200	38,005	144,300
<b>Other Operating Expenses:</b>				
Reopened Churches - Net Expenses	87,198	89,700	54,052	81,100
Returned Properties - Net Expenses	22,673	49,500	14,843	28,200
Legal Expenses	72,050	30,000	17,822	35,000
<b>Total Other Operating Expenses</b>	181,921	169,200	86,717	144,300
<b>TOTAL EXPENSES</b>	1,254,674	1,298,132	821,647	1,290,699
<b>Balance after Normal and Other Oper Expenses</b>	66,728	0	(48,712)	(0)
<b>General Fund Balance, Beginning of Year</b>	426,270	492,998	492,998	492,998
<b>General Fund Balance, End of Year</b>	<b>492,998</b>	<b>492,998</b>	<b>444,286</b>	<b>492,998</b>

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<b>BEYOND THE DIOCESE</b>				
<b>National</b>				
TEC Assessment	136,740	136,411	90,940	140,000
General Convention Deputies	13,538	15,000	15,000	15,000
Regional/National Meetings/Conferences	4,740	5,000	3,664	5,000
<b>International</b>				
Lambeth .7% Resolution	4,424	4,609		4,620
Province Dues	2,171	2,900	2,274	3,673
Christian Associates of Southwestern PA	2,000	2,000	2,000	2,000
<b>TOTAL BEYOND THE DIOCESE</b>	163,613	165,920	113,878	170,293
<b>FORMATION AND MISSION</b>				
<b>Canon for Mission (Half-time for 2020)</b>				
Salary and Housing	36,734	58,502	36,734	32,500
Expenses	1,197	4,500	445	4,500
FICA/SECA	2,999	4,475	2,810	2,487
Pension	5,510	13,123	8,309	6,298
Benefits and Allowances	2,475	9,924	6,616	-
<b>Total Canon for Mission</b>	48,915	90,524	54,914	45,785
<b>Director of Administration</b>				
Salary/Housing	26,474	-		67,500
Expenses	3,216	-		4,500
SECA	2,180	-		5,814
Pension	6,719	-		14,727
Stipend for medical/dental insurance	6,102	-		8,500
<b>Total Director of Administration</b>	44,691	-	-	101,041
<b>Canon for Recovery Ministries/Deployment</b>				
Salary/SECA/Pension	40,044	40,044	26,696	41,285
Expenses	4,500	4,500	1,133	4,500
Funding to St. Peter's Brentwood for Canon's Compensation		5,000	3,182	5,000
Funding from Widow's Corp		(20,000)	(10,000)	(20,000)
<b>Ttl Canon for Recovery Ministries/Deployment</b>	44,544	29,544	21,011	30,785
<b>Canon for Evangelism and Faith Formation</b>				
Salary/Housing	34,825	34,825	23,217	35,900
Pension	5,224	5,224	3,482	5,385
Expenses	2,280	4,500	1,144	4,500
<b>Total Canon for Evangelism and Faith Formation</b>	42,329	44,549	27,843	45,785
<b>Canon Pastor</b>				
Salary	4,635	386	386	-
Pension	810	70	68	-
<b>Total Canon Pastor</b>	5,445	456	454	-

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<b>Clergy Communications Coordinator</b>				
Salary	2,250	4,470	1,447	-
Pension	405	805	697	-
<b>Total Clergy Communications Coordinator</b>	2,655	5,275	2,144	-
<b>University Chaplain</b>				
Salary/Health Benefit Stipend	50,934	50,934	33,715	52,500
Benefits	2,900	2,900	2,175	9,924
Pension	9,690	9,168	6,460	11,236
Other Ministry-Related Expenses	5,999	6,000	3,521	6,000
Funding for Campus Ministry Associate	(52,143)	(26,000)	(19,500)	(41,229)
Chaplaincy Intern	-	-	-	5,500
Funding for Chaplaincy Intern	-	-	-	(5,500)
<b>Total University Chaplain</b>	17,380	43,002	26,371	38,431
<b>Mon Valley Mission Clergy</b>				
Salary/Housing	16,720	33,441	22,294	34,444
SECA	1,158	2,315	1,543	2,635
Pension	3,218	6,436	4,827	6,674
Funding for Mon Valley Mission Clergy	3,672	(12,000)	(8,000)	(12,000)
<b>Total Mon Valley Mission Clergy</b>	24,768	30,192	20,664	31,753
<b>Children and Youth</b>				
Children and Youth Ministry	2,041	4,000		4,000
Sheldon Calvary Camp	4,000	4,000	4,000	4,000
<b>Total for Children and Youth</b>	6,041	8,000	4,000	8,000
<b>Community Outreach</b>				
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
<b>Total for Community Outreach</b>	23,000	23,000	23,000	23,000
<b>Training</b>				
Clergy Conference (funded by Widow's Corp)	(85)	-	909	-
Ministry Leadership Workshops	840	1,000	570	1,000
SafeChurch Training	536	1,000		1,000
EFM (Education For Ministry)	500	500	500	500
<b>Total for Training</b>	1,791	2,500	1,979	2,500
<b>Ministry Support</b>				
Deacon's Ministry	299	500		500
Absalom Jones Celebration or Other Event	1,400	2,000	1,000	2,000
Commission on Race and Reconciliation	1,627	2,900	248	2,900
Other Committees	81	700	234	700
Social Justice and Outreach	1,999	2,000	600	2,250
<b>Total for Ministry Support</b>	5,406	8,100	2,082	8,350

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Commission on Ministry	5,546	8,000	3,253	8,000
Mon Valley Mission Expenses	1,367	5,000	2,009	5,000
Parish Mission Grant Initiatives	12,500	7,500		10,000
Formation for Mission Grants	-	7,500		-
Diocesan Missions and Faithful Remnants	40,449	39,000	37,317	39,000
<b>TOTAL FORMATION AND MISSION</b>	<b>326,827</b>	<b>352,142</b>	<b>227,041</b>	<b>397,430</b>
<b>OFFICE OF THE BISHOP</b>				
Salary	122,424	122,424	81,616	126,100
<b>Other Expenses</b>				
Housing Allowance	42,000	42,000	28,000	43,260
Pension	29,596	29,597	19,731	30,485
Auto	5,108	10,500	8,217	6,000
Pastoral/travel	5,560	14,000	4,147	14,000
Benefits and allowances	24,629	22,000	13,238	22,500
Sabbatical Reserve	-	-		6,000
Lambeth Conference Reserve	4,000	4,000	4,000	2,500
Hospitality fund	3,378	4,000	4,000	4,000
Education fund	2,227	2,500	1,679	2,500
<b>Total Other Expenses</b>	<b>116,498</b>	<b>128,597</b>	<b>83,012</b>	<b>131,245</b>
<b>TOTAL OFFICE OF THE BISHOP</b>	<b>238,922</b>	<b>251,021</b>	<b>164,628</b>	<b>257,345</b>
<b>ADMINISTRATION AND SUPPORT</b>				
<b>Archives</b>				
Archivist Salary	1,923	-		-
Archivist FICA	147	-		-
<b>Total Archives</b>	<b>2,070</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Financial &amp; Property Administrator</b>				
Salary	32,500	32,500	21,667	33,475
Expenses	1,874	2,500	465	2,500
FICA	3,085	3,362	2,137	3,280
Pension	4,875	4,875	3,250	5,021
Benefits and Allowances	9,348	11,450	7,320	10,980
<b>Total Financial &amp; Property Administrator</b>	<b>51,682</b>	<b>54,687</b>	<b>34,839</b>	<b>55,256</b>
<b>Treasurer &amp; Director of Administration</b>				
Salary	57,692	70,000	46,667	47,000
Expenses	1,781	1,500	181	1,500
FICA	5,044	6,114	4,076	3,596
Pension	8,654	10,500	7,000	7,050
Benefits and Allowances	8,250	9,924	6,616	-
<b>Total Treasurer &amp; Director of Administration</b>	<b>81,421</b>	<b>98,038</b>	<b>64,540</b>	<b>59,146</b>

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	Actual 2018 Results (Cash Basis)	2019 Budget w/ Approved Reallocations	Actual Results thru 8/31/2019	2020 Proposed Budget
<b>Executive Assistant</b>				
Salary	36,841	15,350	15,350	-
FICA	2,727	1,175	1,114	-
Pension	5,526	2,302	2,303	-
Benefits and Allowances	10,131	4,771	3,503	-
<b>Total Executive Assistant</b>	55,225	23,598	22,270	-
<b>Executive Assistant &amp; Communication Specialist</b>				
Salary		28,750	13,417	46,000
FICA		2,199	1,003	3,519
Pension		4,313	2,013	6,900
Benefits and Allowances		6,616	3,051	10,200
Expenses		937	42	1,500
<b>Total Executive Assistant &amp; Communication Spec</b>	-	42,815	19,526	68,119
Director of External Affairs (part-time consultant)	16,290	21,000	13,410	21,000
<b>Communications - Publications</b>				
Diocesan Newsletter	523	1,000		1,000
Webmaster	26,019	9,958	8,962	-
Website / Database Development	4,625	-		-
Contributing Editors	-	-		5,310
<b>Total Communications - Publications</b>	31,167	10,958	8,962	6,310
<b>Support</b>				
Annual Audit	14,800	15,000	11,000	15,700
Archival Storage and Supplies	425	750		750
Background Checks	55	1,000	210	1,000
Bank Service Fees	85	350	43	350
Copier	488	500	252	500
Diocesan Convention	1,138	1,000		1,000
Comprehensive Property/Liability & WC Insurance	28,603	27,800	14,998	28,000
Miscellaneous	1,408	2,500	983	2,400
Office Furniture/Equipment	869	1,000	900	1,000
Office Supplies	3,496	3,500	2,131	3,500
Payroll Service - ADP	1,254	1,000	275	1,000
Postage	1,045	1,500	721	1,500
Rent for Offices and Archives at Cathedral	35,000	35,000	23,333	37,500
Cleaning for Offices and Archives at Cathedral	2,625	2,800	1,676	2,800
Employee Transportation Expense	7,812	7,490	4,548	7,500
Staff Development	-	563		-
Technology - Hardware, Support, and Software	6,162	6,500	4,596	6,500
Telephones	271	500	170	500
<b>Total for Support</b>	105,536	108,753	65,836	111,500
<b>TOTAL ADMINISTRATION AND SUPPORT</b>	343,391	359,849	229,383	321,331

	Actual 2018 Results - (Cash Basis)	Approved 2019 Budget w/ Reallocations	Actual Results thru 8/31/2019	2020 Proposed Budget
<b>BUDGET APPENDIX A - REOPENED PARISHES AND RETURNED PROPERTIES</b>				
<b>6150 · Reopened churches net of income</b>				
Total 6150.01 · St. Thomas/ North Cambria	\$ 15,400	\$ 15,000	\$ 7,886	\$ 16,100
Total 6150.02 · St. James / Penn Hills	42,824	54,700	28,612	45,000
Total 6150.03 · St. Barnabas / Brackenridge	8,974	-	-	-
Total 6150.06 · St. David's / Venetia	20,000	20,000	17,554	20,000
<b>Total 6150 · Reopened churches net of income</b>	<b>87,198</b>	<b>89,700</b>	<b>54,052</b>	<b>81,100</b>
<b>6561 · Property Expense, net of income</b>				
Total 6561.12 · St. Andrew's, New Kensington	5,171	15,000	6,359	15,000
Total 6561.11 · Transfiguration, Clairton	941	-	-	-
Total 6561.01 · Epiphany, Avalon	5,874	14,300	5,930	10,000
Total 6561.02 · Donegal (sold February, 2019)	9,588	12,000	368	-
6561.03 · Land- Allegheny Township	488	500	488	500
6561.04 · Smicksburg Cemetery	(331)	750	(650)	750
6561.041 Oak Grove Cemetery	9	250	(118)	250
6561.05 · Grace Menallan Cemetery	1,508	1,700	2,466	1,700
Total 6561.10 · Good Samaritan, Liberty Boro	(544)	-	-	-
6561099 - Contingency for Property Repairs	(30)	5,000	-	-
<b>Total 6561 · Property Expense, net of income</b>	<b>\$ 22,674</b>	<b>\$ 49,500</b>	<b>\$ 14,843</b>	<b>\$ 28,200</b>

# PROPOSED 2020 BUDGET

## Comments

1. The balanced 2020 budget was approved by Diocesan Council on June 18, 2019.
2. Parish Assessments Income was computed based on data from Parochial Reports for 2018, 2017, and 2016. It was calculated using the lower of 2018 Normal Operating Income (Line A from Parochial Report) or the average of the 2018, 2017, and 2016 Normal Operating Income.
3. The formula used to calculate Parish Assessments Income was adopted at the 2009 Annual Convention. The first \$35k of Normal Operating Income is assessed at 5% and Normal Operating Income in excess of \$35k 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 2020 proposed assessment amounts.
5. Morgan Stanley Pool 1 Endowment Transfers continue to be calculated using a 4.5% spending policy on endowment average balances over the prior four-year period.
6. Trustee/Council Funding to Operating Budget of \$80,000 was provided from half of the ACNA annual payments made for 2018 (total received was \$160,572). The remaining \$80,572 has been reserved for future mission/ministry activities including recommendations coming out of the CREED process.
7. The Bishop's Fund will provide \$1,377 to fund the 2020 Operating Budget, down from 2019 when the Bishop's Fund provided \$35k to the Operating Budget to support two reopened parishes, St. James-Penn Hills (\$20k) and St. David's-Peter's Twp (\$15k).
8. The Reopened Parish budget of \$81,100 continues to fund the ministries of St. James-Penn Hills, St. Thomas-Northern Cambria, and St. David's-Peter's Township.
9. The Returned Properties budget of \$28,200 is made up primarily of net expenses for St. Andrew's-New Kensington and Epiphany-Avalon (Donegal was sold in February, 2019.)
10. The budget of \$140k for The Episcopal Church (TEC) Assessment reflects the 2020 estimated assessment based on the "Asking" approved at General Convention of 15%.
11. Canon for Mission Kim Karashin will assume the role of full-time Director of Administration effective January 1, 2020. Kathi Workman is retiring from the Director of Administration portion of her position and will serve as Treasurer only on a part-time basis effective January 1. The operating budget includes funding for a half-time Canon for Mission to begin in 2020.
12. Diocesan Mission and Faithful Remnants budget of \$39k includes funding for parishes with significant financial need (Emmanuel-North Side and Good Shepherd-Hazelwood).
13. Parish Mission Grant budget of \$10k provides additional funds for the \$31k current balance in the fund for parishes to design and carry out mission projects. The Formation for Mission Grant fund has a current balance of \$9k.
14. The Outreach budget provides funding of \$10,000 for Neighborhood Youth Outreach Program, \$10,000 for Coal Country Youth Hangout, \$3,000 to Shepherd's Wellness, and \$4,000 to Sheldon Calvary Camp.