

**Catholic Diocese of Richmond
Budget Form
Fiscal Year 2018-2019**

Parish Name: St. Mary's Catholic Church
 Parish Number: 520

Due to Diocese by May 15

Budgeted Ordinary Parish Operating Receipts

	4300.01 &	Account #	
Sunday/Holyday Collections		4301.01	583,765
Additional Parish Collections		4302.01	35,000
Stole Fees		4309.01	3,000
Votive Stands		4310.01	1,100
Refunds and Overpayments		4311.01	-
Net Fundraising, Entertainment, Benefits		4312.01	9,700
Legacies		4313.01	-
Rental Income		4315.01	400
Interest Income		4316.01	-
Dividend Income		4317.01	-
Net Bingo Proceeds		4318.01	
Net Revenue from Preschool Operations		4335.01	
Cemetery, Columbarium and Mausoleum Income		4338.01	
Fees Income		4339.01	7,020
Debt Reduction Collection		4347.01	63,225
Collection for School Purposes		4348.01	
Catholic Virginian		4349.01	200
Collection for Religious Education		4350.01	
Net Revenue from Publications Sold		4351.01	
Unrealized gain/loss on investments (not endowments)		4364.01	
Contributions for Designated Use (attach list)		4365.01	11,800
Sale of Parish Equipment		4366.01	
Sale of Parish Real Estate		4367.01	
Net Surplus Income from PreSchool operations			2,107

Budgeted Parish Operating Receipts Subject to Cathedraticum Tax

717,317

Budgeted Parish Receipts Exempted from Cathedraticum

Exempted Capital Campaign Collections		4346.01	-
Parish Charities		4352.01	5,000
Insurance Claims proceeds		4319.01	-
Annual Diocesan Appeal parish share		4361.01	10,000
Living Our Mission parish share		4359.01	45,000
Specific Exemption from Bishop (attach required letter)		4360.01	

Budgeted Total Parish Receipts Exempted from Cathedraticum

60,000

Budgeted Diocesan Collections (Exempt from Cathedraticum)

Haiti Ministry Income		4345.01	63,000
World Missions (Propagation of the Faith)		4372	1,500
Catholic Campaign for Human Development		4373	2,000
Catholic Charities		4374	4,500
Respect Life		4375	1,400
National Black and Indian		4377	-
Catholic Relief Services (previously Overseas Relief or Bishop's Relief)		4378	2,800

Peter's Pence (previously Holy Father)	4380	1,000
Diocesan Home Missions (previously Missionary Co-Operative Plan)	4384	-
Retired Religious	4385	2,500
US Catholic Missions (previously three separate collections)	4386	-
Miscellaneous Diocesan Collection	4387	1,201

Budgeted Total Diocesan Collections 79,901

Budgeted Special Transactions		
Parish sponsored activity fees forwarded (must match expense line)	4337.01	
Subsidies received from Diocese/Mission Co-ops/Grant Revenue	4362.01	3,000
Unrealized gains/losses on endowments or investments operating as endowments	4363.01	
Budgeted Total Special Transactions		<u>3,000</u>

Budgeted Total Receipts (must match or exceed Total Expenditures on page 4) 860,218

Budgeted Personnel Costs:		
Salary - clergy	5105	29,424
Stipend - substitute clergy	5106	2,000
Priest retirement	5110	13,650
Priest auto assessment	5111	4,560
Priest medical and dental insurance	5112	18,393
Priest gym membership	5113	600
Priest retreat costs (and October convocation)	5115	1,750
Priest continuing education	5116	1,000
Priest disability insurance	5114	252
Seminarian costs	5120	4,667
Salary - religious personnel	5125	
Religious medical insurance	5126	
Religious FICA	5127	
Religious continuing education	5128	
Religious housing allowance	5129	
Religious car allowance	5130	
Religious retreat costs	5131	
Religious retirement	5132	
Lay salary	5141	220,278
Lay employee Employer FICA tax	5175	15,742
Lay medical and dental insurance (employer portion)	5176	800
Lay retirement (Pension and 403(b))	5177	13,880
Lay disability insurance	5178	700
Worker's compensation insurance/Unemployment expenses	5179	-
Lay continuing education	5180	250
Employee Assistance Plan	5181	1,450
Employee and Volunteer background screening	5XXX	525
Reimbursed shared personnel expenses (for clustered parish use only)	5184	-
Miscellaneous		
Mass stipend - retired priests		
Moving expenses		-
Deacon convocation and retreat		2,000
Budgeted Total Personnel Costs		<u>331,921</u>

Budgeted Non-Personnel Costs:

Auto travel costs	5209	6,225
Utilities	5229	32,312
Rectory costs	5245	17,544
Worship expenses	5265	9,950
Repairs and maintenance	5309	31,894
Office supplies	5311	2,300
Supplies-miscellaneous	5312	450
Paper products	5313	1,675
Bookkeeping services	5314	-
Collection envelopes	5315	3,400
Copying costs	5316	1,900
Printing costs	5317	1,800
Postage costs	5318	690
Parish directory	5319	-
Dues and subscriptions	5320	950
Books and periodicals	5321	9,850
Gifts and contributions	5322	50
Professional services	5323	2,925
Depreciation	5324	-
Real estate taxes	5325	670
Personal property taxes	5326	-
Workshops attended	5330	1,750
Workshops held	5331	1,150
Other expenses	5371	4,600
Pastoral council	5375	-
Finance council	5380	-
Christian education	5385	4,850
Justice and peace	5395	12,850
Parish community life	5410	5,700
Youth ministry	5420	5,200
Young adult ministry	5430	-
Lay formation	5440	5,945
Reimbursed shared parish expenses (for clustered parish use only)	5450	-
Parish Sponsored Activities	5460	-
Columbarium/Cemetery expense	5470	-
Miscellaneous		3,000
Living Our Mission funds (account 1168 expenses)		57,600
Pre School Operational (short-fall) expense		-
Priest Moving related one time rectory costs		1,000
Budgeted Non Personnel Costs		<u>228,230</u>

Budgeted Assessments/Collections/Fees Forwarded:

Cathedraticum	5601.01	61,056	
Self insurance assessment	5602.01	15,193	
Catholic Virginian assessment (1.35% of taxable receipts)	5603.01	8,895	
Parish sharing assessment-(see schedule distributed to pastors)	5606.01	14,168	
Madonna House Assessment	5613.01	220	
Diocesan collections forwarded	5615	26,100	
Monies forwarded to Haiti	5620	63,000	
Interest Payments on Debt	5632	52,988	
Other (Principal payments on debt)		58,447	
Budgeted Total Assessment/Collections/Fees Forwarded			<u>300,067</u>

Budgeted Total Expenditures (must match or be less than Total Revenue page 2) **860,218**

Budget check figure - this should be a zero or a positive number -

Budgeted wage increase (percentage) for lay employees (recommended 3% for FY18-19):

2.00%

ESTIMATED DIOCESAN TAX FORM (CATHEDRATICUM) FISCAL YEAR 2018-2019

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			<u>2,107</u>
			-
			-

Parish Operating Receipts Subject to Cathedraticum Tax **(A)** 717,317

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*Total Parish Receipts Exempted from Cathedraticum			(B) <u>15,000</u>

TOTAL PARISH RECEIPTS 732,317

National Collections and Haiti Ministry Income continue to be exempt from Cathedraticum if collected separately

Estimated Cathedraticum Computation

Base for Cathedraticum - From (A) above:	717,317
**Add: Catholic Community Foundation endowment withdrawals	-
**Less: Principal paid on parish debt from taxable funds	58,447
**Less: Parish Funds transferred to Catholic Community Foundation for endowment	-
Parish Income Subject to Cathedraticum	<u>658,870</u>
Cathedraticum and Education Tax Computation:	
Effective rate of Cathedraticum	9.27%
Estimated Cathedraticum Tax	<u>61,056</u>

BY COMPLETING THIS PORTION OF THE FORM, I ACKNOWLEDGE OUR PARISH DESIRES TO HAVE THIS ESTIMATED TAX BILLED BEGINNING JULY 1, 2018

Parish Name: St. Mary's Catholic Church Parish Number: 520

Pastor (Signed): _____

If submitting electronically, please put an X in this box to ensure pastor has reviewed.

NOTE: FINAL CATHEDRATICUM WILL BE ADJUSTED UPON FILING OF 2018-2019 PARISH ANNUAL REPORT
Please do not adjust this form.

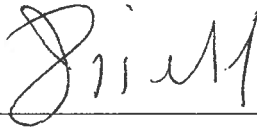
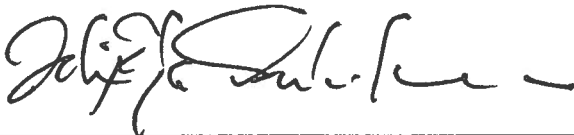
Progressive Rate Schedule- Taxable Receipts of:			
< \$50,000	4.00%	\$500,001-\$1,000,000	10.50%
\$50,001-\$100,000	7.50%	\$1,000,001-\$2,500,000	10.50%
\$100,001-\$250,000	9.50%	> \$2,500,000	10.50%
\$250,001-\$500,000	9.75%		

The finance Council chair and Co-Chair have reviewed St. Mary's 2018-2019 budget and have advised the Pastor to proceed with submitting this budget to the Diocese of Richmond:

Printed Name:

Signature:

Date:

Jerome P. Diffell		5-14-18
Felix Amenkhienan		5-15-18

520 Designated Use List 520

2018-19

4365.01 Designated Use - Interest payment	\$4,200
4365.09 Designated Use - Rectory	\$0
4365.08 Designated Use - Worship/Flowers	\$3,000
4365.13 Designated Use - Christian Ed-Elem	\$300
4365.16 Designated Use - Middle School	\$0
4365.25 Designated Use - High School	\$0
4365.18 Designated Use - Lay Formation-Adult Ed	\$500
4365.26 Designated Use - His Hands	\$1,000
4365.14 Designated Use - J & P	\$300
4365.37 Designated Use Family Crisis	\$2,500
4365.15 Designated Use - Parish Life	\$0
4365.31 Designated Use - Stewardship	\$0
	\$11,800