

**Diocese of Washington
2019 OPERATING BUDGET
draft**

DRAFT - 9 October 2018

LINE	Revenue	2018 BUDGET REFORECAST	DRAFT 2019 BUDGET	2019 vs 2018 (less)more	
1	Congregational Giving - Prior Year Actual Commitments	2,408,348	2,503,348	95,000	
2	Anticipated Increase in Cong'l Giving	95,000	105,000	10,000	Forecast growth in congregational giving based on actual experience in 2018
3	Subtotal congregational giving	2,503,348	2,608,348	105,000	
4	LESS: Allowance for unpaid commitments	-35,000	-40,000	(5,000)	
5	Net Congegational Giving	2,468,348	2,568,348	100,000	
	Soper Income	1,275,654	1,266,945	(8,709)	Soper income included in the operating budget is net of \$200K of available Soper income to be used for direct funding of congregational growth grants and other congregational initiatives; the amount of income retained in the Soper Fund in 2018 was \$150K. SEE SCHEDULE A below
6					
7	Bishop's Annual Appeal	180,000	180,000	0	
8	Interest and Dividend Income	150,000	150,000	0	
9	Other Income	90,000	90,000	0	Includes \$60K reimbursement from PECF relating to bishop's compensation
10	Total Revenue	4,164,002	4,255,293	91,291	
11					
12					
13	Expenses				
14					
15	DIOCESAN MINISTRIES				
16					
17	Congregational Care				
	Missioner for Congregational Care, Canon for Ministry Initiatives & Consultant Support	216,557	219,087	2,530	
18					
19	Strategic Financial Resources Commission	65,000	65,000	0	
22	Aid to Congregations	60,000	65,000	5,000	
23	Total Congregational Vitality	341,557	349,087	7,530	
24					
46	Faith Formation/Discipleship				
47	Missioner for Discipleship & Faith Formation	98,102	100,319	2,217	
48	Youth Ministry Program Expenses	6,500	6,500		
49	Camp EDOW	5,000	5,000		
50	Total Faith Formation/Discipleship	109,602	111,819	2,217	
51					
52	Evangelism & Community Engagement				
53	Missioner for Community Engagement & Evangelism	117,231	120,868	3,637	
54	Evangelism/Campus Ministry - Program Expense	5,000	5,000	0	
55	University of Maryland	33,925	34,604	679	
56	Howard University	88,919	90,697	1,778	
57	Other Campuses	45,548	46,459	911	
59	Total Evangelism & Community Engagement	290,623	297,628	7,005	
60					
61	Justice and Latino/Multicultural Ministries				
62	Diocesan Latino Missioner	82,269	91,000	8,731	
63	Support for Clergy Serving Latino Congregations	165,652	158,100	(7,552)	
64	Justice and Latino/Multicultural Ministries	3,500	3,500	0	
65	Administrative Suppport	6,000	7,344	1,344	
66	Program Support	5,000	5,000	0	
67	LESS:				
68	Latino Ministry - Dedicated Contributions & Fundraising	-12,500	0	12,500	
69	Latino Ministry Support from Reserves	-30,000	-15,000	15,000	
70	Total Justice, Latino/Multicultural Ministries	219,921	249,944	30,023	

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71				
73	Ministry Development & Transition			
	Canon for Clergy Development, Multicultural & Justice	159,943	163,116	3,173
74	Ministries			
75	Archdeacon	47,588	54,169	6,581
76	Commission on Ministry	5,500	5,500	0
77	Seminarian Support	10,000	15,000	5,000
78	Ordination Process - Priests	14,000	14,000	0
79	Ordination Process - Deacons	15,000	15,000	0
80	Diocesan Confirmation	8,000	8,000	0
81	Deployment/Clergy Transition	5,000	5,000	0
82	Clergy Devevelopment	18,000	18,000	0
83	Education for Ministry	1,500	1,500	0
85				
86	Total Ministry Development & Deployment	284,531	299,285	14,754
87				
111	TOTAL DIOCESAN MINISTRIES	1,246,234	1,307,764	61,530
112				
113	NATIONAL & INTERNATIONAL MINISTRIES			
115	TEC (The Episcopal Church)	600,957	631,500	30,543
116	Provincial Synod	3,500	11,000	7,500
117	Ecumenical/Interfaith Ministry	5,000	5,000	0
	Lambeth Conference 2020 - Reserve	3,500	3,500	0
118				
120	TOTAL NATIONAL & INTERNATIONAL MINISTRIES	612,957	651,000	38,043
121				
122	EPISCOPAL LEADERSHIP, OVERSIGHT & PASTORAL MINISTRY			
123				
	Bishop of Washington, Canon to the Ordinary, Associate for Canonical Acts & Pastoral Care, Two Administrative Assistants	886,226	892,132	5,906
124				
125	TOTAL EPISCOPAL LDSHP, OVERSIGHT & PASTORAL MINISTRY	886,226	892,132	5,906
126				
127	ADMINISTRATION			
128				
129	Accounting & Finance			
130	Associate for Accounting	73,373	75,711	2,338
131	Independent Contractor Support	117,000	130,000	13,000
132	Bank Fees & Supplies	25,000	25,000	0
133	Audit	50,000	50,000	0
134	Investment Expense	8,000	8,000	0
135	Total Accounting	273,373	288,711	15,338
136				
137	Plant & Equipment			
	Security	8,000	0	(8,000)
138				Reflects Cathedral's reduction in expense pass-throughs for Church House.
139	Parking	31,500	31,500	0
140	Telecom	34,000	34,000	0
141	Custodial	18,000	0	(18,000)
				Reflects Cathedral's reduction in expense pass-throughs for Church House.
142	Building Maintenance	11,000	11,000	0
143	Utilities	23,000	0	(23,000)
				Reflects Cathedral's reduction in expense pass-throughs for Church House.
144	Maintenance	19,000	19,000	0
145	Equipment	2,000	2,000	0
146	Depreciation	45,000	45,000	0
147	Property Taxes	24,100	24,100	0
148	Insurance	69,000	69,000	0
149	Total Plant & Equipment	284,600	235,600	(49,000)

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150				
151	Human Resources & Administration			
	Dir. for Human Resources & Admin; Administrative	133,041	133,041	0
152	Support (P-T)			
153	Postage & Mailing	10,500	10,500	0
154	Office Supplies	16,500	16,500	0
155	Archival	500	500	0
156	Clergy Discipline Process/Reserve	25,000	25,000	0
157	Hospitality	24,000	24,000	0
158	Travel/Conferences/Meetings	12,000	12,000	0
159	Staff Development	12,500	12,500	0
160	Staff Sabbatical Expense/Reserve	5,000	5,000	0
161	Miscellaneous/Reserve	30,000	30,000	0
162	Special Convention Revenue Deposit	30,000	30,000	0
163	Total Human Resource & Administration	299,041	299,041	0
164				
165	Information Technology			
	Information Technology Director & Contractor Support	156,602	156,602	0
166				
167	Computer Software/Supplies	5,500	5,500	0
168	Web-based Applications	32,000	32,000	0
169	Training	1,500	1,500	0
170	Total Information Technology	195,602	195,602	0
171				
172	Governance			
173	Data Management Associate	93,954	93,954	0
174	General Convention Deputies - Deposit to Reserve	17,500	17,500	0
176	Diocesan Convention Expense	48,000	48,000	0
177	Diocesan Council Expense	5,000	5,000	0
178	Diocesan Standing Committee Expense	600	600	0
179	Diocesan Regional Assemblies	3,200	3,200	0
180	Committees of Convention & Council	3,000	3,000	0
181	Interpreters for Deaf	7,500	7,500	0
183	Total Governance	178,754	178,754	0
184				
185	Communications			
	Director of Communications; Strategic	137,215	137,215	0
186	Communications Advisor			
187	Print Publications - Printing/Production	0	0	0
188	Print Publications - Mailing	0	0	0
189	Professional Services - Editorial	6,000	6,000	0
	Other Communications Expenses	26,000	45,000	19,000
190				
191	Total Communications	169,215	188,215	19,000
192				
193	Development			
194	Bishop's Annual Appeal	18,000	18,000	0
195	Total Development	18,000	18,000	0
196				
197	TOTAL ADMINISTRATION	1,418,585	1,403,923	(14,662)
198				
199	Total Expenses	4,164,002	4,254,819	90,817
200	Change in Net Assets from Operations	0	474	474
201				
202				

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204 **SCHEDULE A - SOPER INCOME FUND**

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206 Available Soper Income as of 1/1/2018		1,466,945	
207 LESS:			
208 Support for Operating Budget		-1,266,945	
209 Congregational Initiatives & Growth Grants		<u>-200,000</u>	
210 TOTAL		0	

211

212

213 **Background Notes Concerning the Soper Fund**

214

215 The value of the Soper Fund as of _____, 2018 was \$_____.

The Soper Fund is managed by Vanguard Investments under the oversight of the Diocesan Investment Committee.

216

217 The amount of Soper Fund income distributed to the diocese each year is equal to 5% of the average assets in the Soper Fund as of December 31 on the most recent three years.

Under longstanding practice, Soper income distributed to the diocese is not eligible for use until the following year.

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