

**Catholic Diocese of Richmond
Budget Form
Fiscal Year 2017-2018**

Parish Name: Saint Mary's Catholic Church
 Parish Number: 520

Due to Diocese by May 15

Budgeted Ordinary Parish Operating Receipts

	Account #	
Sunday/Holyday Collections	4300.01 &	4301.01 <u>568,492</u>
Additional Parish Collections		4302.01 <u>50,000</u>
Stole Fees		4309.01 <u>3,000</u>
Votive Stands		4310.01 <u>1,100</u>
Refunds and Overpayments		4311.01 <u>-</u>
Net Fundraising, Entertainment, Benefits		4312.01 <u>11,400</u>
Legacies		4313.01 <u>-</u>
Rental Income		4315.01 <u>400</u>
Interest Income		4316.01 <u>1,775</u>
Dividend Income		4317.01 <u>8,000</u>
Net Bingo Proceeds		4318.01 <u></u>
Net Revenue from Preschool Operations		4335.01 <u></u>
Cemetery, Columbarium and Mausoleum Income		4338.01 <u></u>
Fees Income		4339.01 <u>6,250</u>
Debt Reduction Collection		4347.01 <u>99,526</u>
Collection for School Purposes		4348.01 <u></u>
Catholic Virginian		4349.01 <u>250</u>
Collection for Religious Education		4350.01 <u></u>
Net Revenue from Publications Sold		4351.01 <u></u>
Unrealized gain/loss on investments (not endowments)		4364.01 <u></u>
Contributions for Designated Use (attach list)		4365.01 <u>19,400</u>
Sale of Parish Equipment		4366.01 <u></u>
Sale of Parish Real Estate		4367.01 <u></u>
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Non-Exempt Capital campaign contributions		<u>1,550</u>

Budgeted Parish Operating Receipts Subject to Cathedralricum Tax

771,143

Budgeted Parish Receipts Exempted from Cathedralricum

Exempted Capital Campaign Collections	4346.01 <u>-</u>
Parish Charities	4352.01 <u>5,000</u>
Insurance Claims proceeds	4319.01 <u></u>
Annual Diocesan Appeal parish share	4361.01 <u>2,500</u>
Living Our Mission parish share	4359.01 <u>65,000</u>
Specific Exemption from Bishop (attach required letter)	4360.01 <u></u>

Budgeted Total Parish Receipts Exempted from Cathedralricum

72,500

Budgeted Diocesan Collections (Exempt from Cathedralricum)

Haiti Ministry Income	4345.01 <u>61,868</u>
World Missions (Propagation of the Faith)	4372 <u>1,500</u>
Catholic Campaign for Human Development	4373 <u>2,000</u>
Catholic Charities	4374 <u>4,500</u>
Respect Life	4375 <u>1,400</u>
National Black and Indian	4377 <u></u>
Catholic Relief Services (previously Overseas Relief or Bishop's Relief)	4378 <u>2,800</u>

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		
Health Wagon Collection		1,200	

Budgeted Total Diocesan Collections 78,768

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 3,000

Budgeted Total Receipts (must match or exceed Total Expenditures on page 4) 925,411

Budgeted Personnel Costs:

Salary - clergy	5105	28,544	
Stipend - substitute clergy	5106	2,000	
Priest retirement	5110	12,900	
Priest auto assessment	5111	4,440	
Priest medical and dental insurance	5112	16,595	
Priest gym membership	5113	600	
Priest retreat costs (and October convocation)	5115	1,750	
Priest continuing education	5116	1,000	
Priest disability insurance	5114	228	
Seminarian costs	5120		
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	205,092	
Lay employee Employer FICA tax	5175	14,427	
Lay medical and dental insurance (employer portion)	5176	800	
Lay retirement (Pension and 403(b))	5177	13,479	
Lay disability insurance	5178	700	
Worker's compensation insurance/Unemployment expenses	5179		
Lay continuing education	5180		
Employee Assistance Plan	5181	2,050	
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 307,130

Budgeted Non-Personnel Costs:

Auto travel costs	5209	<u>4,825</u>
Utilities	5229	<u>31,880</u>
Rectory costs	5245	<u>25,600</u>
Worship expenses	5265	<u>12,500</u>
Repairs and maintenance	5309	<u>30,500</u>
Office supplies	5311	<u>2,300</u>
Supplies-miscellaneous	5312	<u>500</u>
Paper products	5313	<u>1,675</u>
Bookkeeping services	5314	<u>-</u>
Collection envelopes	5315	<u>3,500</u>
Copying costs	5316	<u>1,900</u>
Printing costs	5317	<u>1,850</u>
Postage costs	5318	<u>740</u>
Parish directory	5319	<u>-</u>
Dues and subscriptions	5320	<u>850</u>
Books and periodicals	5321	<u>7,930</u>
Gifts and contributions	5322	<u>-</u>
Professional services	5323	<u>2,000</u>
Depreciation	5324	<u>-</u>
Real estate taxes	5325	<u>650</u>
Personal property taxes	5326	<u>-</u>
Workshops attended	5330	<u>1,550</u>
Workshops held	5331	<u>1,150</u>
Other expenses	5371	<u>3,550</u>
Pastoral council	5375	<u>-</u>
Finance council	5380	<u>-</u>
Christian education	5385	<u>4,850</u>
Justice and peace	5395	<u>10,850</u>
Parish community life	5410	<u>4,000</u>
Youth ministry	5420	<u>5,300</u>
Young adult ministry	5430	<u>-</u>
Lay formation	5440	<u>5,255</u>
Reimbursed shared parish expenses (for clustered parish use only)	5450	<u>-</u>
Parish Sponsored Activities	5460	<u>-</u>
Columbarium/Cemetery expense	5470	<u>-</u>
Miscellaneous		<u>3,001</u>
Living Our Mission funds expenses (account 1168)		<u>65,000</u>
Pre-School Operational (short-fall) expense		<u>5,017</u>
		<u>-</u>
Budgeted Non Personnel Costs		<u>238,723</u>

Budgeted Assessments/Collections/Fees Forwarded:

Cathedraticum	5601.01	<u>62,395</u>	
Self insurance assessment	5602.01	<u>14,609</u>	
Catholic Virginian assessment (1.35% of taxable receipts)	5603.01	<u>9,067</u>	
Parish sharing assessment-(see schedule distributed to pastors)	5606.01	<u>13,999</u>	
Madonna House Assessment	5613.01	<u>220</u>	
Diocesan collections forwarded	5615	<u>19,800</u>	
Monies forwarded to Haiti	5620	<u>63,000</u>	
Interest Payments on Debt	5632	<u>96,942</u>	
Other (Principal payments on debt)		<u>99,526</u>	
Budgeted Total Assessment/Collections/Fees Forwarded			<u>379,558</u>

Budgeted Total Expenditures (must match or be less than Total Revenue page 2) 925,411

Budget check figure - this should be a zero or a positive number (1)

Budgeted wage increase (percentage) for lay employees (recommended 3% for FY17-18): 2.00%

ESTIMATED DIOCESAN TAX FORM (CATHEDRATICUM) FISCAL YEAR 2015-2016

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Refunds and Overpayments		4311.01	-
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Legacies		4313.01	-
Rental Income		4315.01	400
Interest Income		4316.01	1,775
Dividend Income		4317.01	8,000
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Columbarium Income		4338.01	-
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Catholic Virginian		4349.01	250
Collection for Religious Education		4350.01	-
Net Revenue from Publications Sold		4351.01	-
Capital Gain (Loss) on Investments		4364.01	-
Contributions for Designated Use (attach list)		4365.01	19,400
Sale of Parish Equipment		4366.01	-
Sale of Parish Real Estate		4367.01	-
			-
			-
Non-Exempt Capital campaign contributions			1,550

Parish Operating Receipts Subject to Cathedraticum Tax **(A)** 771,143

Parish Receipts Exempted from Cathedraticum

Exempted Capital Improvement Collections		4346.01	-
Insurance Claims proceeds		4319.01	-
Annual Diocesan Appeal parish share		4361.01	2,500
Living Our Mission parish share		4359.01	65,000
Parish Charities		4352.01	5,000
Specific Exemption from Bishop (attach required letter)		4360.01	-
*Total Parish Receipts Exempted from Cathedraticum			(B) <u>72,500</u>

TOTAL PARISH RECEIPTS 843,643

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

Estimated Cathedraticum Computation

Base for Cathedraticum - From (A) above:	<u>771,143</u>
**Less: Principal Paid on Parish Debt From Taxable Funds	<u>99,526</u>
**Less: Parish Funds transferred to Catholic Community Foundation for endowment	
Parish Income Subject to Cathedraticum	<u><u>671,617</u></u>

Cathedraticum and Education Tax Computation:	
Effective rate of Cathedraticum	<u>9.29%</u>
Estimated Cathedraticum Tax	<u><u>62,395</u></u>

BY COMPLETING THIS PORTION OF THE FORM, I ACKNOWLEDGE OUR PARISH DESIRES TO HAVE THIS ESTIMATED TAX BILLED BEGINNING JULY 1, 2017

Parish Name: Saint Mary's Catholic Church Parish Number: 520

Pastor (Signed):

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

*** **AMENDED 8/10/2017**

NOTE: FINAL CATHEDRATICUM WILL BE ADJUSTED UPON FILING OF 2016-2017 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%		