# 2011 Comparative Budget

Chu	ırch & City: St. Matthew's, Benton				
	nd to the nearest dollar. Year-end entries on starred* lin	es are entered	in the Paroch	ial Report, pag	e 3.
	g Information				
*1.	Number signed pledge cards for 2012 Operating Budget	30			
	Total dollars pledged to 2012 Operating Budget	\$ 70,310			
	Average pledge for 2012	\$ 2,344			
	Avg. Sunday Attendance in 2011 (Parochial Rep. page 2)	48			
			2011 Actual	2012 Budget	Variance
REVE	ENUES				
	Beginning Cash in operating acct (same as prior period	Ending Cash)	\$ 6,483	11,914.00	\$ 5,431
	Operating Revenues		Ţ 0,100	,	Ţ 0,101
6.	Undesignated plate offerings & regular non-pledge support		13,398	10,000.00	(3,398)
	Pledge payments to operating budget		61,596	63,000.00	1,404
*8.	Plate offerings, pledge pmts. & regular supp	ort (lines 6+7)	74,994	73,000.00	(1,994)
	Money from investments, used for operations	(m.166 6 1 1 )	7,047	1 0,000.00	(7,047)
	Other operating income: unrestricted gifts, restricted gifts u	sed for	1,122		(1,122)
<del>- 10.</del>	operations, contributions from congregation's organization		1,122		(1,122)
	rental income, fees, miscellaneous activities, etc.				_
*11	Unrestricted bequests used for operations				_
*A	Normal operating income, or N	IOI (lings 8:11)	83,163	73,000.00	(10,163)
	Assistance from diocese for operating budget (\$2,552.19 F		2,700	7 3,000.00	(2,700)
*B	TOTAL OPERATING REVENUE		85,863	73,000.00	(12,863)
┝╺	Non-Operating Revenues	(IIIIes A+12)	65,665	73,000.00	(12,603)
*12	·	oo for	2 111		(2.111)
13.	Capital funds, gifts & additions (including grants from dioce	ese for	3,111		(3,111)
*4.4	capital projects)				-
	Additions to endowment & other investment funds (includin	· · · · · · · · · · · · · · · · · · ·	440		(440)
"14a.	Gifts for other designated funds: clergy DF, memorial fund		410		(410)
+45	scholarship fund, organ fund, youth fund, ins. proceeds,		040		(0.4.0)
^15.	Contributions & grants for congregation-based outreach &	mission	919		(919)
*40	programs (see line 103)		400		- (4.00)
	Funds received for transmittal to other organizations (see I	'	166		(166)
*C	Subtotal non-operating revenue		4,606	-	(4,606)
*D	TOTAL ALL REVENU	ES (lines B+C)	90,469	73,000.00	(17,469)
	New loan proceeds: Commercial				-
18.	Diocesan				-
19.					-
20.	Total cash available (lin	es 5+D+17:19)	96,952	84,914.00	(12,038)
EXPE	INSES				-
	Outreach				-
	Tithe to Diocese: 10% of 2011 Operating Income on Line A		8,408	6,300.00	(2,108)
*22.	Sharing Our Bounty beyond the tithe: Young Adults, Churc				-
	Ministry discrn, the Church in the US & abroad, Camp				-
	Congregational outreach, MDGs, Jubilee ministries, St. Fra		941	1,000.00	59
24.		<b>h</b> (lines 21:23)	9,349	7,300.00	(2,049)
	Program & Liturgy				-
	Evangelism & congregational development		87	87.00	-
	Incorporation of new members: name tags, visitor cards, g		45		(45)
	Communications: Service leaflets, newsletter, website des	gn	258	300.00	42
27a.	Ads, signs, public relations, etc.				-
	Christian formation for all ages		530	530.00	-
	Young adult & youth ministries		31	-	(31)
	Music & choirs (instrument maintenance on line 97)			100.00	100
31.	Liturgical expense: acolytes, LEMs, lay readers, etc.		442	442.00	-

# 2011 Comparative Budget

		2011 Actual	2012 Budget	Variance
32.	Altar supplies & flowers	621	621.00	-
33.	Diocesan convention delegates expense	681	500.00	(181)
34.	Stewardship & capital campaign expense		200.00	200
35.	Other (list)			_
36.	Total program & liturgy (lines 25:35)	2,695	2,780.00	85
	Parochial Clergy	,		-
37.	Cash Stipend - 2011 minimum clergy comp gdlines on dio website	21,655	21,655.00	_
	Cash Housing allowance	1,600	1,600.00	_
	Cash Utilities allowance	4,900	4,900.00	_
	SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng)	2,345	2,345.00	_
	Other clergy comp - exp allwncs, hsng equity, 403(b), bonus, etc.	,	,	_
	Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp)			_
	[Different pension calculation for provided housing. Call dio office.]	6,934	6,934.00	_
42	Health insurance with Medical Trust - rates on diocesan website	2,000	6,000.00	4,000
	Dental insurance with Delta Dental - rates on diocesan website	1,225	1,362.00	137
	\$40,000 group term life insurance at \$25.20 per month	331	302.00	(29)
	Long-term disability ins. Short-term disability is paid by Pension Fund.	001	002.00	(23)
	Professional exp reimb - continuing ed, books, etc \$2K minimum	1,132	2,000.00	868
47.		1,132	2,000.00	2,000
48.	Clergy compensation & benefits (lines 37:47)	42,122	49,098.00	6,976
	Clergy search expense/moving expense	42,122	49,090.00	0,970
	0, 1			-
	Funds paid to another church for shared clergy			
51.	0, \	40.400	40,000,00	- 070
52.	Total parochial clergy (lines 48:51)	42,122	49,098.00	6,976
F2	Supply Clergy			
	Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)		-	-
	Travel reimbursement for supply clergy @ 50.5 cents/mile		-	-
	Pension for extended supply (Supply Clergy Policy on website)			
56.	Total supply clergy (lines 53:55)	-	-	
	Lay Personnel	405	405.00	-
	Church Secretary (Andrea Billingsley)	425	425.00	-
	Financial Secretary/Treasurer (Melinda Hood)	4.000	5 000 00	-
	Organist/Choir Director (Virginia Strohmeyer)	4,680	5,300.00	620
	Program Director/Christian Formation Director			
	Youth Director			-
	Child Care Workers (Helen Jones, Hanna Courtney)	1,170	1,300.00	130
	Sexton/Custodian (Betty Tollett replaced Betty Hostetler in early '08)	2,100	2,025.00	(75)
	Grounds Maintenance Workers			-
65.	Other (list)			-
	Benefits			-
	Social Security & Medicare taxes = 7.65% of wages (organist only)	635	692.00	57
	Pension contributions			-
	Health insurance			-
	Dental insurance	1,356	507.00	(849)
	Life insurance & disability insurance			-
	Workers' Compensation ins.: clergy, prof, clerical = wages x 0.47%	106	120.00	14
71a.	other employees = wages x 3.51%			-
	Lay employee travel & training			
	Other (list)			
74.	Total lay personnel & benefits (lines 57:73)	10,472	10,369.00	(103)
	Administrative Expense			
75	Contract services: bookkeeping, audit, legal, etc.	1,320	1,440.00	120

# 2011 Comparative Budget

		2011 Actual	2012 Budget	Variance
76.	Kitchen/Hospitality expense	106	120.00	14
	Office supplies & equipment	367	400.00	33
	Postage: including Fed Ex, P.O. box rental, meter lease, etc.	365	400.00	35
	Telephone & fax expense	599	600.00	1
	Internet & cable services			-
	Website services			_
	Computer software, updates, tech support			_
	Office equipment lease		_	_
	Service contracts on office equipment	710	715.00	5
	Dues & Fees (Chamber of Commerce)	150	150.00	
	Church-owned auto expense: license, gas & oil, insurance, repairs	130	130.00	_
	Other (list)			_
88.	Total administrative expense (lines 75:87)	3,617	3,825.00	208
00.	Property expense	3,017	3,023.00	200
90	Interest payments on loans (principal recorded on line 102)	07	40.00	(47)
		3 729	40.00	(47)
	Property, casualty & liability insurance (includes D&O and bond)	3,728	3,728.00	-
	Umbrella liability insurance	0.400	2 202 22	-
	Electricity, water & sewer	3,193	3,200.00	7
	Natural gas	1547	1,600.00	53
	Custodial & lawn supplies	520	520.00	-
	Repairs & maintenance on buildings	4,058		(4,058)
	Service contracts: heat/AC, termite, pest control, etc.	918	920.00	2
	Musical instrument maintenance			-
	Furnishings	136		(136)
	Rent expense on facilities			-
	Property taxes & fees			-
	Other (list)			-
101.	Total property expense (lines 89:100)		10,008.00	(4,179)
*E	<b>TOTAL OPERATING EXPENSES</b> (lines 24+36+52+56+73+88+101)	82,442	83,380.00	938
XXX	<b>RESULT OF CURRENT OPERATIONS</b> (Line B minus Line E)	3,421	(10,380.00)	(13,801)
	Non-Operating Expenses			-
*102.	Major improvements & capital expenditures - includes principal pmts	947	994.00	47
	on loans (interest payments recorded on line 89)			-
*103.	Outreach & mission not funded through operating budget (see line 15)			-
*104.	Funds contributed to Episcopal seminaries			-
	Funds sent to other organizations (offsets line 16)	454		(454)
	Expenses paid directly from designated funds: clergy discretionary fnd,	-		-
	memorial fund, ECW fund, contingency fund, etc.			-
107.	Transfers to other non-operating funds, either restricted or unrestricted	5,712		(5,712)
	(show also on assets and liabilities page)	-, _		
*F	Total non-operating expenses (lines 102:107)	7,113	994.00	(6,119)
*G	TOTAL ALL EXPENSES (E+F)	89,555	84,374.00	(5,181)
	Ending Cash in operating acct (same as next period Beginning Cash)	\$ 7,397	540.00	\$ (6,857)
	(line 20 less line G) Always reconcile ending cash with bank stmnt.			. (-,)
	, a state and system state sta			
*	Year-end actual figures go in the Parochial Report.			
	Serias ngaree go in the randomar reports			

### 2012 Detailed Activity Report

	rch & City: St. Matthew's, Benton			Month of:		
Roun	d to the nearest dollar. Year-end entries on starred* lin	es are enter	ed in the Paro	chial Report,	page 3.	
	g Information		_	1	T	1
	Number signed pledge cards for 2011 Operating Budget	30				
	Total dollars pledged to 2011 Operating Budget	\$ 70,310				
	Average pledge for 2011	\$ 2,344				
*4.	Average Sunday Attendance (ASA) to date in 2010	48				
			Current mo.	2012 YTD	Bdgt YTD	2012 Bdgt
	NUES		10.00	4 = 0 =	40.004.45	44.044
	Beginning Cash in operating acct (same as prior period	Ending Cash	10,665	4,705	10,921.17	11,914
	Operating Revenues		-	44.000	0.400.07	-
	Undesignated plate offerings & regular non-pledge suppor	τ	802	11,290	9,166.67	10,000
	Pledge payments to operating budget		4,685	67,649	57,750	63,000
*8.	Plate offerings, pledge pmts. & regular suppo	ort (lines 6+7	5,487	78,939	66,916.67	73,000
	Money from investments, used for operations		-		-	-
*10.	Other operating income: unrestricted gifts, restricted gifts u		500	5,763	-	-
	operations, contributions from congregation's organiza	tions,	-	-	-	-
*44	rental income, fees, miscellaneous activities, etc.		-	-	-	-
	Unrestricted bequests used for operations	<b></b>	-	1,500	-	-
*A	Normal operating income, or NO	lines 8:11 <b>(</b>	5,987	86,202	66,916.67	73,000
	Assistance from diocese for operating budget	<b>&gt;</b> /II.	-	-	-	-
*B	TOTAL OPERATING REVENUES	(lines A+12	5,987	86,202	66,916.67	73,000
	Non-Operating Revenues		-	500	-	
*13.	Capital funds, gifts & additions (including grants from dioce	ese for	-	500	-	-
	capital projects)		-	-	-	-
	Additions to endowment & other investment funds (including		-	-	-	-
^14a.	Gifts for other designated funds: clergy DF, memorial fund		30	3,006	-	-
*4=	scholarship fund, organ fund, youth fund, ins. proceeds,		-	-	-	-
*15.	Contributions & grants for congregation-based outreach &	mission	-	-	-	-
*40	programs (see line 103)	1. 405)	-	-	-	-
	Funds received for transmittal to other organizations (see		-	10	-	-
*C *D	Subtotal non-operating revenues			3,516	-	72.000
	TOTAL ALL REVENUE	3 (lines b+C	6,017	89,718	66,916.67	73,000
18.	New loan proceeds: Commercial Diocesan		-	-	-	-
19.	Other (Interfund loans within the churc	h\	-	-	-	-
20.	Total cash available (line		16,682	04 422	77,837.83	84,914
	NSES	5 5+0+17.19	10,002	94,423	11,031.03	04,914
	Outreach		-		-	
*21	Tithe to Diocese: 10% of 2011 Operating Income on Line	A above	-	6,600	8,468	9,238
	Sharing Our Bounty beyond the tithe: Young Adults, Church		<del>-</del>	0,000	0,400	3,230
۷۷.	Ministry discrn, the Church in the US & abroad, Camp		-			
*23	Congregational outreach, MDGs, Jubilee ministries, St. Fra		-	873	779.17	850
24.	Total outreach			7,473	6,691.67	7,300
	Program & Liturgy	1 (11169 21.23	-	1,413	0,031.07	1,300
	Evangelism & congregational development		_	182	79.75	87
	Incorporation of new members: name tags, visitor cards, g	ifts etc		102	19.13	
	Communications: Service leaflets, newsletter, website des		-	472	275.00	300
27a.	Ads, signs, public relations, etc.	1911	-	412		300
	Christian formation for all ages		10	10	485.83	530
	Young adult & youth ministries		- 10	- 10	-100.00	330
	Music & choirs (instrument maintenance on line 97)		<u> </u>	35	91.67	100
	Liturgical expense: acolytes, LEMs, lay readers, etc.		-	415	183.33	200
	Altar supplies & flowers		-	429	458.33	500
	Diocesan convention delegates expense		-	376	458.33	500
				200		
	Stewardship & capital campaign expense  Other (list) Commitment to Diocese/Outreach Program		-	200	183.33	200
36.	Total program & liturgy	(lines 25.25	10	2,119	2 540 22	2 700
აი.	rotai program & liturgy	(IIII <del>U</del> S 23.35	10	2,119	2,548.33	2,780

### 2012 Detailed Activity Report

		Current mo.	2012 YTD	Bdgt YTD	2012 Bdgt
	Parochial Clergy				
	Cash Stipend - 2011 minimum clergy comp gdlines on dio website	1,805	19,853	19,850.42	21,655
	Cash Housing Allowance	133	1,465	1,466.67	1,600
	Cash Utilities Allowance	367	4,035	4,491.67	4,900
39.	SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng)	195	2,147	2,149.58	2,345
	Other clergy comp - exp allwncs, hsng equity, 403(b), bonus, etc.	-	-	-	-
41.	Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp)	-	-	•	-
41a.	[Different pension calculation for provided housing. Call dio office.]	-	7,544	6,356.17	6,934
	Health insurance with Medical Trust - rates on diocesan website	-	1,412	5,500.00	6,000
43.	Dental insurance with Delta Dental - rates on diocesan website	-	-	1,248.50	1,362
44.	\$40,000 group term life insurance at \$25.20 per month	25	276	276.83	302
45.	Long-term disability ins. Short-term disability is paid by Pension Fund.	-		-	-
	Professional exp reimb - continuing ed, books, etc \$2K minimum	-	40	1,833.33	2,000
47.	Travel/business reimb use IRS mileage rate of 50.5 cents/mile	-	-	1,833.33	2,000
48.	Clergy compensation & benefits (lines 37:47)	2,525	36,772	45,006.50	49,098
49.	Clergy search expense/moving expense	-	-	-	-
50.	Funds paid to another church for shared clergy	-	-	-	-
51.	Less funds received for shared clergy (enter as negative number)	-	-	-	-
52.	Total parochial clergy (lines 48:51)	2,525	36,772	45,006.50	49,098
	Supply Clergy				
53.	Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)	-	-	-	-
	Travel reimbursement for supply clergy @ 50 cents/mile	-	-	-	-
	Pension for extended supply (Supply Clergy Policy on website)	-	-	-	-
56.	Total supply clergy (lines 53:55)	-	-	-	-
	Lay Personnel				
57.	Parish Administrator/Church Secretary	126	714	389.58	425
	Financial Secretary/Treasurer	-	-	-	-
	Organist/Choir Director	400	4,800	4,858.33	5,300
	Program Director/Christian Formation Director	-	-	-	-
	Youth Director	_	_	_	_
	Child Care Workers	100	1,200	1,100.00	1,200
	Sexton/Custodian	75	1,816	1,856.25	2,025
	Grounds Maintenance Workers	-	-	-	_,===
	Other (list)	_	_	_	_
	Benefits	-		-	
66.	Social Security & Medicare taxes = 5.65% of wages	(23)	352	634.33	692
	Pension contributions	-	-		-
	Health insurance	_	_	_	_
	Dental insurance	_	_	464.75	507
	Life insurance & disability insurance	-	-	-	-
	Workers' Compensation ins.: clergy, prof, clerical = wages x 0.47%	-	179	110.00	120
	other employees = wages x 3.51%	_	-	-	-
72.	Lay employee travel & training	-	-	-	-
	Other (list)	-	-	-	-
74.	Total lay personnel & benefits (lines 57:73)	678	9,061	9,504.92	10,369
	Administrative		- ,		- ,
75.	Contract services: bookkeeping, audit, legal, etc.	120	1,320	1,320	1,440
	Kitchen/Hospitality expense	-	512	110	120
	Office supplies & equipment	_	991	367	400
	Postage: including Fed Ex, P.O. box rental, meter lease, etc.	_	-	367	400
	Telephone & fax expense	56	1,052	550	600
	Internet & cable services	_	- 1,002	-	-
	Website services	_	_	_	_
	Computer software, updates, tech support	_	_	_	_
	Office equipment lease	-			
	Service contracts on office equipment	-	747	655	715
	Dues & Fees		145	138	150
	Church-owned auto expense: license, gas & oil, insurance, repairs	-	140	130	130
00.	ondron-owned auto expense. Ildense, gas & OII, Insulance, repails	•	-		_

### 2012 Detailed Activity Report

		Current mo.	2012 YTD	Bdgt YTD	2012 Bdgt
87.	Other (list)	-	-	-	-
88.	Total administrative expense (lines 75:87)	176	4,767	3,506.25	3,825
	Property & Facilities				
89.	Interest payments on loans (principal recorded on line 102)	-	17	36.67	40
	Property, casualty & liability insurance (includes D&O and bond)	-	3,220	3,417.33	3,728
91.	Umbrella liability insurance	-	-	-	-
	Electricity, water & sewer	228	3,048	2,933.33	3,200
	Natural gas	92	1,272	1,466.67	1,600
93.	Custodial & lawn supplies	11	168	476.67	520
	Repairs & maintenance on buildings	-	4,038	-	
95.	Service contracts: heat/AC, termite, pest control, etc.	-	925	825.00	900
96.	Musical instrument maintenance	-	-	-	-
	Furnishings	-	-	-	
	Rent expense on facilities	-	-	-	
	Property taxes & fees	-	-	-	
100.	Other (list)	-	-	-	-
101.	Total property & facilities expense (lines 89:100)	331	12,688	9,174	10,008
*E	TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101)	3,720	72,880	76,431.67	83,380
XXX	RESULT OF CURRENT OPERATIONS (Line B minus Line E)	2,267	13,322	(9,515)	(10,380)
	Non-Operating Expenses				
*102.	Major improvements & capital expenditures - includes principal pmts	-	931	911.17	994
	on loans (interest payments recorded on line 89)	-	-	-	ı
	Outreach & mission not funded through operating budget (see line 15)	-	-	-	-
*104.	Funds contributed to Episcopal seminaries	-	-	-	-
	Funds sent to other organizations (offsets line 16)	-	-	-	-
106.	Non-op exp paid directly from designated funds: clergy discretionary,	-	7,650	-	ı
	memorial fund, ECW fund, contingency fund, etc.	-	-	-	
107.	Transfers to other non-operating funds, either restricted or unrestricted	-	-	-	-
	(show also on assets and liabilities page)	-	-	-	-
*F	Total non-operating expenses (lines 102:107)	-	8,581	911.17	994
*G	TOTAL ALL EXPENSES (E+F)	3,720	81,461	77,342.83	84,374
108.	Ending Cash in operating acct (same as next period Beginning Cash)	12,962	12,962	495	540
	(line 20 less line G) Always reconcile ending cash with bank stmnt.				
*	Year-end actual figures go in the Parochial Report.				
	Vestry approved on:				
	Attested by:				

# 2012 Summary Activity Report

	Chu	rch & City: St. Matthew's, Benton		Month of: No	v 2012	
		end entries on starred* lines go in the 2011 Parochial Report				
	This r	report assumes that the revenues and expenses below are ru	ın through	the operating acc	ount. Activity in	other
		unts is reported on the Assets & Liabilities report and included	d in the ar	nnual Parochial Re	port.	
	Givin	g Information for 2011:				
2		Average Sunday Attendance (ASA) year-to-date	61			
3		Number signed pledge cards for report year	31			
4	*2	Total dollars pledged for report year \$	75,650			
5				Current	2012	2012
6				Month	YTD	Budget
7		ating Revenues				
8		Plate offerings, pledge payments & regular support		\$ 5,487	\$ 78,939	\$ 73,000
9		Money from investments, used for operations		-	-	-
10	*5	Other operating income (unrestricted & restricted gifts used f		500	5,763	-
11		operations; contributions from congregation's organizati	ions)			
12		Unrestricted bequests used for operations		-	1,500	-
13	*A	3 - 1	me (NOI)	5,987	86,202	73,000
14	*7	Assistance from diocese for operating budget	·	-	-	-
15	*B	Total Operating R	evenues	5,987	86,202	73,000
16						
17		ating Expenses				
18		Tithe to Diocese and Sharing Our Bounty beyond the tithe		-	6,600	6,300
19	*13	Outreach programs funded through operating budget		-	873	1,000
20		Other operating expense:				
21		Program & Liturgy expense		10	2,119	2,780
22		Clergy expense		2,525	36,772	49,098
23		Lay Personnel & Benefits expense		678	9,061	10,369
24		Administrative expense		176	4,767	3,825
25		Property & Facilities expense		331	12,688	10,008
26	*14	Total other operating expenses		3,720	65,407	76,080
27	*E	Total Operating E	xpenses	3,720	72,880	83,380
5				0,	,000	,
28			-			
29		Surplus or (Deficit) from Operating	-		\$ 13,322	\$ (10,380
29 30		Surplus or (Deficit) from Operating	-			
29 30 31		Surplus or (Deficit) from Operating Operating Revenues	-		\$ 13,322	
29 30 31 32	*8	Surplus or (Deficit) from Operating Operating Revenues Capital funds, gifts & additions	-	\$ 2,267	<b>\$ 13,322</b> 500	
29 30 31 32 33	*8 *9	Surplus or (Deficit) from Operating Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds	g Activity		\$ 13,322	
29 30 31 32 33 34	*8 *9 *10	Surplus or (Deficit) from Operating Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m	g Activity	\$ 2,267	\$ 13,322 500 3,006	
29 30 31 32 33 34 35	*8 *9 *10 *11	Surplus or (Deficit) from Operating Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations	g Activity	\$ 2,267 - 30 -	\$ 13,322 500 3,006 - 10	
29 30 31 32 33 34 35 36	*8 *9 *10 *11 *C	Surplus or (Deficit) from Operating Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations Total Non-Operating R	g Activity	\$ 2,267	\$ 13,322 500 3,006	
29 30 31 32 33 34 35 36 37	*8 *9 *10 *11 *C	Surplus or (Deficit) from Operating Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations Total Non-Operating R Operating Expenses	g Activity  iission  Revenues	\$ 2,267 - 30 -	\$ 13,322 500 3,006 - 10 3,516	\$ (10,380
29 30 31 32 33 34 35 36 37	*8 *9 *10 *11 *C Non- *15	Surplus or (Deficit) from Operating  Operating Revenues  Capital funds, gifts & additions  Additions to endowment & other investment funds  Contributions & grants for congregation-based outreach & m  Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr	g Activity  iission  Revenues	\$ 2,267 - 30 -	\$ 13,322 500 3,006 - 10	
29 30 31 32 33 34 35 36 37 38	*8 *9 *10 *11 *C Non-(	Surplus or (Deficit) from Operating  Operating Revenues  Capital funds, gifts & additions  Additions to endowment & other investment funds  Contributions & grants for congregation-based outreach & m  Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr  Outreach & mission not funded through operating budget	g Activity  iission  Revenues	\$ 2,267 - 30 -	\$ 13,322 500 3,006 - 10 3,516	\$ (10,380
29 30 31 32 33 34 35 36 37 38 39 40	*8 *9 *10 *11 *C Non-( *15 *16 *17	Surplus or (Deficit) from Operating  Operating Revenues  Capital funds, gifts & additions  Additions to endowment & other investment funds  Contributions & grants for congregation-based outreach & m  Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr  Outreach & mission not funded through operating budget  Funds contributed to Episcopal seminaries	g Activity  iission  Revenues	\$ 2,267 - 30 -	\$ 13,322 500 3,006 - 10 3,516	\$ (10,380
29 30 31 32 33 34 35 36 37 38 39 40	*8 *9 *10 *11 *C Non-( *15 *16 *17	Surplus or (Deficit) from Operating  Operating Revenues  Capital funds, gifts & additions  Additions to endowment & other investment funds  Contributions & grants for congregation-based outreach & m  Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr  Outreach & mission not funded through operating budget  Funds contributed to Episcopal seminaries  Funds sent to other organizations	g Activity hission Revenues rincipal)	\$ 2,267 - 30 -	\$ 13,322 500 3,006 - 10 3,516 931 - -	\$ (10,380
29 30 31 32 33 34 35 36 37 38 39 40 41 42	*8 *9 *10 *11 *C Non-( *15 *16 *17	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R Operating Expenses Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds	g Activity hission Revenues rincipal)	\$ 2,267 - 30 -	\$ 13,322 500 3,006 - 10 3,516	\$ (10,380
29 30 31 32 33 34 35 36 37 38 39 40 41 42 43	*8 *9 *10 *11 *C Non-( *15 *16 *17 *18	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R Operating Expenses Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds	g Activity  aission  Revenues  rincipal)	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650	\$ (10,380
29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44	*8 *9 *10 *11 *C Non-( *15 *16 *17	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R Operating Expenses Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds	g Activity  aission  Revenues  rincipal)	\$ 2,267 	\$ 13,322 500 3,006 - 10 3,516 931 - -	\$ (10,380
29 30 31 32 33 34 35 36 37 38 40 41 42 43 44 45	*8 *9 *10 *11 *C Non-( *15 *16 *17 *18	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds  Total Non-Operating E	g Activity  dission  Revenues  rincipal)	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650 - 8,581	\$ (10,380
29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46	*8 *9 *10 *11 *C Non-( *15 *16 *17 *18	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R Operating Expenses Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds	g Activity  dission  Revenues  rincipal)	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650	\$ (10,380
29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47	*8 *9 *10 *11 *C Non-( *15 *16 *17 *18	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds  Total Non-Operating E	g Activity  dission  Revenues  rincipal)	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650 - 8,581	\$ (10,380
29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48	*8 *9 *10 *11 *C Non-( *15 *16 *17 *18	Surplus or (Deficit) from Operating  Operating Revenues  Capital funds, gifts & additions  Additions to endowment & other investment funds  Contributions & grants for congregation-based outreach & m  Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr  Outreach & mission not funded through operating budget  Funds contributed to Episcopal seminaries  Funds sent to other organizations  Non-operating expenses paid directly from designated funds  Transfers to non-operating funds  Total Non-Operating E  Surplus or (Deficit) from Non-Operating	g Activity  dission  Revenues  rincipal)	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650 - 8,581 \$ (5,065)	\$ (10,380
29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48	*8 *9 *10 *11 *C Non-( *15 *16 *17 *18	Surplus or (Deficit) from Operating  Operating Revenues  Capital funds, gifts & additions  Additions to endowment & other investment funds  Contributions & grants for congregation-based outreach & m  Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr  Outreach & mission not funded through operating budget  Funds contributed to Episcopal seminaries  Funds sent to other organizations  Non-operating expenses paid directly from designated funds  Transfers to non-operating funds  Total Non-Operating E  Surplus or (Deficit) from Non-Operating  Beginning cash in operating account	g Activity  dission  Revenues  rincipal)	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650 - 8,581 \$ (5,065)	\$ (10,380 
29 30 31 32 33 34 35 36 37 38 40 41 42 43 44 45 46 47 48 49 50	*8 *9 *10 *11 *C Non-( *15 *16 *17 *18  *F	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds  Total Non-Operating E  Surplus or (Deficit) from Non-Operating Beginning cash in operating account Total All Revenues	g Activity  dission  Revenues  rincipal)	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650 - 8,581 \$ (5,065) \$ 4,705 89,718	\$ (10,380 
29 30 31 32 33 34 35 36 37 38 40 41 42 43 44 45 46 47 48 49 50 51	*8 *9 *10 *11 *C Non-( *15 *16 *17 *18  *F	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds  Total Non-Operating E  Surplus or (Deficit) from Non-Operating  Beginning cash in operating account Total All Revenues Total All Expenses	g Activity  dission  Revenues  rincipal)	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650 - 8,581 \$ (5,065) \$ 4,705 89,718 81,461	\$ (10,380 
29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 50 51 52	*8 *9 *10 *11 *C Non-( *15 *16 *17 *18  *F	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds  Total Non-Operating E  Surplus or (Deficit) from Non-Operating Beginning cash in operating account Total All Revenues	g Activity  dission  Revenues  rincipal)	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650 - 8,581 \$ (5,065) \$ 4,705 89,718	\$ (10,380 
29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53	*8 *9 *10 *11 *C Non- *15 *16 *17 *18  *F  *B *G	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds  Total Non-Operating E  Surplus or (Deficit) from Non-Operating Beginning cash in operating account Total All Revenues Total All Expenses Ending cash in operating account	g Activity  dission  Revenues  rincipal)  Expenses  g Activity	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650 - 8,581 \$ (5,065) \$ 4,705 89,718 81,461	\$ (10,380 
29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52	*8 *9 *10 *11 *C Non *15 *16 *17 *18  *F  *B *C *T	Surplus or (Deficit) from Operating  Operating Revenues Capital funds, gifts & additions Additions to endowment & other investment funds Contributions & grants for congregation-based outreach & m Funds received for transmittal to other organizations  Total Non-Operating R  Operating Expenses  Major improvements & capital expenditures (includes loan pr Outreach & mission not funded through operating budget Funds contributed to Episcopal seminaries Funds sent to other organizations Non-operating expenses paid directly from designated funds Transfers to non-operating funds  Total Non-Operating E  Surplus or (Deficit) from Non-Operating  Beginning cash in operating account Total All Revenues Total All Expenses	g Activity  dission  Revenues  rincipal)  Expenses  g Activity	\$ 2,267	\$ 13,322 500 3,006 - 10 3,516 931 - - 7,650 - 8,581 \$ (5,065) \$ 4,705 89,718 81,461	\$ (10,380 

	Church & City: St. Matthew's, Benton			Date:Nov 2	012
	Round to the nearest dollar. Year-end entries on starred*	lines are neede	d for the Parocl		
	Rename individual Designated Funds to fit your situation.				
	,	Beginning	Receipts	Disb'mnts	End of
		of period	to date	to date	period
	Cash & Cash Equivalents				•
a.	Cash in Operating Account	10,665.00	\$ 6,017	\$ 3,720	\$ 12,962
b.	Cash in Other Checking, Savings, CDs, Money Markets	1,360.00			1,360
*1.	Subtotal of All Cash on Hand (lines a + b)	12,025.00	6,017	3,720	14,322
*2.	Total in Stocks, Bonds, Mutual Funds (@ market value)				-
3.	Total Cash & Cash Equivalents (lines 1 + 2)	12,025.00	6,017	3,720	14,322
	Cash & Cash Equivalents broken down as follows:				
4.	Unrestricted Funds (includes operating account)	7,215.00	5,987	3,720	9,482
	Designated or Restricted Funds				
5.	Building Fund	(582.00)			(582
6.	Contingency Fund (for unexpected major expenses)				-
7.	Discretionary Fund	-			-
8.	J				-
8.	Episcopal Churchwomen (ECW)	1,045.00			1,045
9.	ECW Cookbook Fund	62.00			62
10.	Men's Group Fund				-
<u>11.</u>	Memorial Fund	1,008.00			1,008
12.	Scholarship Fund				-
13.	Youth Ministry Fund	55.00			55
14.	Other (please name): COMMUNITY OF HOPE	-			-
15.	SIGN/ROOF FUND	3,222.00	30	-	3,252
16.	Total Unrestricted & Restricted Funds (lines 4:19)	12,025.00	6,017.00	3,720.00	14,322
	(Line 16 must equal Line 3)				
	Restricted Fund Pledges Not Yet Paid				-
21.	Building Fund				-
22.	Capital Campaign				-
23.	Other (please name):				-
24.	Total Destricted Diadres Not Vet Deid (lines 04:04)				-
25.	Total Restricted Pledges Not Yet Paid (lines 21:24)	-	-	-	-
	Estimated Value of Fixed Assets 9 Deal Estate				
20	Estimated Value of Fixed Assets & Real Estate				-
26. 27	Furniture, Fixtures, Equipment				-
27.	Fine Arts				
28.	Automobiles Land				-
29. 30.					-
	Church Buildings & Imprvmnts (including pipe organ)				-
31. 32.	Rectory/Vicarage				
	Rental Property <b>Total Fixed Assets &amp; Real Estate</b> (lines 26:32)	-	-	-	
JJ.	I Utai Fixeu Assets a Real Estate (IIIIes 20.32)				
	Continued on next page				
	Continued on next page			1	

	D ( ( ) ( )	_	4 0 1 1 1			
	Report of Certain	) As	sets & Liab	ollities		
	Loans, mortgages and other commitments	$\dashv$				
34.		Bank				
	Interest Rate: Maturity date:					
	What Bank? Secured or Unsecured?					
35.		Bank				
	Interest rate: Maturity date:					
	Collateral:					
36.	Diocesan Development Program Loan (DDP)					
	Interest rate: Maturity date:					
	Collateral:					
37.	Other Liabilities (e.g., Interfund loans, private loans)					
38.	Total Loans, Mtgs, Other Commitments (lines 34:3	7)	-	-	-	
Арр	roved by the Vestry of	, on		, 20		
Atte	sted by Vicar or Warden:	Clerl	c or Treasurer:			
Plea	ise return signed copy by the 15th of April, July, an	nd Oc	tober, 2012, and	d January, 2	013.	
Ma	ary Jane Hodges, Financial Coordinator	e-mail: mjhodges@arkansas.anglican.org				
Εp	oiscopal Diocese of Arkansas		phone: (501) 372	2-2168		
Ρ.	O. Box 164668	i	n-state WATS: (8	366) 887-111	4	
Lit	tle Rock, AR 72216-4668	7	fax: (501) 372-21	47		