

## 2020 Comparative Budget

### Church & City: **St. Matthew's, Benton**

Round to the nearest dollar. Year-end entries on starred\* lines are entered in the Parochial Report, page 3.

#### Giving Information

*1.	Number signed pledge cards for 2020 Operating Budget	21			
*2.	Total dollars pledged to 2020 Operating Budget	\$ 53,080			
3.	Average pledge for 2020	\$ 2,528			
*4.	Avg. Sunday Attendance in 2019 (Parochial Rep. page 2)	37			
			<b>2019 Actual</b>	<b>2020 Budget</b>	<b>Variance</b>
<b>REVENUES</b>					
5.	<b>Beginning Cash in operating acct (same as prior period Ending Cash)</b>	<b>\$ 15,742</b>	<b>30,543</b>	<b>\$ 14,801</b>	
	<b>Operating Revenues</b>				
6.	Undesignated plate offerings & regular non-pledge support	11,530	6,000	(5,530)	
7.	Pledge payments to operating budget	47,761	45,118	(2,643)	
*8.	<b>Plate offerings, pledge pmts. &amp; regular support (lines 6+7)</b>	<b>59,291</b>	<b>51,118</b>	<b>(8,173)</b>	
*9.	Money from investments, used for operations	-		-	
*10.	Other operating income: unrestricted gifts, restricted gifts used for operations, contributions from congregation's organizations, rental income, fees, miscellaneous activities, etc.	13,236	15,000	1,764	
				-	
				-	
*11.	Unrestricted bequests used for operations			-	
<b>*A</b>	<b>Normal operating income, or NOI (lines 8:11)</b>	<b>72,527</b>	<b>66,118</b>	<b>(6,409)</b>	
*12.	Assistance from diocese for operating budget (\$2,552.19 RTR grant)	-		-	
<b>*B</b>	<b>TOTAL OPERATING REVENUES (lines A+12)</b>	<b>72,527</b>	<b>66,118</b>	<b>(6,409)</b>	
	<b>Non-Operating Revenues</b>				
*13.	Capital funds, gifts & additions (including grants from diocese for capital projects)			-	
				-	
*14.	Additions to endowment & other investment funds (including earnings)			-	
*14a.	Gifts for other designated funds: clergy DF, memorial fund, ECW fund, scholarship fund, organ fund, youth fund, ins. proceeds, etc.	3,130		(3,130)	
				-	
*15.	Contributions & grants for congregation-based outreach & mission programs (see line 103)	-		-	
				-	
*16.	Funds received for transmittal to other organizations (see line 105)	295		(295)	
<b>*C</b>	<b>Subtotal non-operating revenues (lines 13:16)</b>	<b>3,425</b>	<b>-</b>	<b>(3,425)</b>	
<b>*D</b>	<b>TOTAL ALL REVENUES (lines B+C)</b>	<b>75,952</b>	<b>66,118</b>	<b>(9,834)</b>	
17.	New loan proceeds: Commercial			-	
18.	Diocesan			-	
19.	Other (Interfund loans within the church)			-	
20.	<b>Total cash available (lines 5+D+17:19)</b>	<b>91,694</b>	<b>96,661</b>	<b>4,967</b>	
<b>EXPENSES</b>					
	<b>Outreach</b>				
*21.	Tithe to Diocese: 10% of 2019 Operating Income on Line A above	7,668	7,615	(53)	
*22.	Sharing Our Bounty beyond the tithe: Young Adults, Church Dev, Ministry discern, the Church in the US & abroad, Camp Mitchell	-		-	
				-	
*23.	Congregational outreach, MDGs, Jubilee ministries, St. Francis Hse	949	450	(499)	
24.	<b>Total outreach (lines 21:23)</b>	<b>8,617</b>	<b>8,065</b>	<b>(552)</b>	
	<b>Program &amp; Liturgy</b>				
25.	Evangelism & congregational development	60	125	65	
26.	Incorporation of new members: name tags, visitor cards, gifts, etc.	-	-	-	
27.	Communications: Service leaflets, newsletter, website design	-	-	-	
27a.	Ads, signs, public relations, etc.	-	-	-	
28.	Christian formation for all ages			-	
29.	Young adult & youth ministries	-	-	-	
30.	Music & choirs (instrument maintenance on line 97)	76	80	4	
31.	Liturgical expense: acolytes, LEMs, lay readers, etc.	440	450	10	

## 2020 Comparative Budget

		2019 Actual	2020 Budget	Variance
32.	Altar supplies & flowers	449	450	1
33.	Diocesan convention delegates expense	115	450	335
34.	Stewardship & capital campaign expense	-		-
35.	Other (list)	-	-	-
36.	<b>Total program &amp; liturgy (lines 25:35)</b>	<b>1,140</b>	<b>1,555</b>	<b>415</b>
	<b>Parochial Clergy</b>			-
37.	Cash Stipend - 2019 minimum clergy comp gdlines on dio website	6,444	12,180	5,736
38.	Cash Housing allowance	1,500	500	(1,000)
38a.	Cash Utilities allowance	1,500	-	(1,500)
39.	SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng)	894	970	76
40.	Other clergy comp - exp allwncs, hsng equity, 403(b), bonus, etc.	761	-	(761)
41.	Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp)	2,598	2,457	(141)
	[Different pension calculation for provided housing. Call dio office.]			-
42.	Health insurance with Medical Trust - rates on diocesan website		2,464	2,464
43.	Dental insurance with Delta Dental - rates on diocesan website	-	-	-
44.	\$40,000 group term life insurance at \$25.20 per month	150	151	1
45.	Long-term disability ins. Short-term disability is paid by Pension Fund.		133	133
46.	Professional exp reimb - continuing ed, books, etc. - \$2K minimum	-	500	500
47.	Travel/business reimb. - use IRS mileage rate of 59 cents/mile	-	500	500
48.	<b>Clergy compensation &amp; benefits (lines 37:47)</b>	<b>13,847</b>	<b>19,855</b>	<b>6,008</b>
49.	Clergy search expense/moving expense		1,500	1,500
50.	Funds paid to another church for shared clergy			-
51.	Less funds received for shared clergy (enter as negative number)			-
52.	<b>Total parochial clergy (lines 48:51)</b>	<b>13,847</b>	<b>21,355</b>	<b>7,508</b>
	<b>Supply Clergy</b>			-
53.	Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)	6,745	5,760	(985)
54.	Travel reimbursement for supply clergy @ 59 cents/mile	933	957	24
55.	Pension for extended supply (Supply Clergy Policy on website)	520	1,037	517
56.	<b>Total supply clergy (lines 53:55)</b>	<b>8,198</b>	<b>7,754</b>	<b>(444)</b>
	<b>Lay Personnel</b>			-
57.	Church Secretary	930	1,400	470
58.	Financial Secretary/Treasurer (Deborah Hansen)			-
59.	Organist/Choir Director (Judith Matthews)	5,539	5,400	(139)
60.	Program Director/Christian Formation Director			-
61.	Youth Director			-
62.	Child Care Workers (Victoria Meyer)	1,470	1,350	(120)
63.	Sexton/Custodian	825	1,950	1,125
64.	Grounds Maintenance Workers			-
65.	Other (list)			-
	<b>Benefits</b>			-
66.	Social Security & Medicare taxes = 7.65% of wages (organist only)	349	413	64
67.	Pension contributions			-
68.	Health insurance			-
69.	Dental insurance	-	-	-
70.	Life insurance & disability insurance			-
71.	Workers' Compensation ins.: clergy, prof, clerical = wages x 0.47%	226	225	(1)
71a.	other employees = wages x 3.51%			-
72.	Lay employee travel & training			-
73.	Other (list)			-
74.	<b>Total lay personnel &amp; benefits (lines 57:73)</b>	<b>9,339</b>	<b>10,738</b>	<b>1,399</b>
	<b>Administrative Expense</b>			-
75.	Contract services: bookkeeping, audit, legal, etc.	1,560	1,620	60
76.	Kitchen/Hospitality expense	659	-	(659)

## 2020 Comparative Budget

	2019 Actual	2020 Budget	Variance
77. Office supplies & equipment	207	350	143
78. Postage: including Fed Ex, P.O. box rental, meter lease, etc.	67	55	(12)
79. Telephone & fax expense	135	200	65
80. Internet & cable services			-
81. Website services			-
82. Computer software, updates, tech support	-		-
83. Office equipment lease		-	-
84. Service contracts on office equipment	-	-	-
85. Dues & Fees (Chamber of Commerce)			-
86. Church-owned auto expense: license, gas & oil, insurance, repairs			-
87. Other (list)			-
<b>88. Total administrative expense (lines 75:87)</b>	<b>2,628</b>	<b>2,225</b>	<b>(403)</b>
<b>Property expense</b>			-
89. Interest payments on loans (principal recorded on line 102)	30	-	(30)
90. Property, casualty & liability insurance (includes D&O and bond)	4,365	4,650	285
91. Umbrella liability insurance			-
92. Electricity, water & sewer	3,530	3,000	(530)
92a. Natural gas	1589	1,500	(89)
93. Custodial & lawn supplies	894	600	(294)
94. Repairs & maintenance on buildings	4,785	3,000	(1,785)
95. Service contracts: heat/AC, termite, pest control, etc.	786	775	(11)
96. Musical instrument maintenance			-
97. Furnishings			-
98. Rent expense on facilities	74		(74)
99. Property taxes & fees	-		-
100. Other (list)			-
<b>101. Total property expense (lines 89:100)</b>	<b>16,053</b>	<b>13,525</b>	<b>(2,528)</b>
<b>*E TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101)</b>	<b>59,822</b>	<b>65,217</b>	<b>5,395</b>
<b>XXX RESULT OF CURRENT OPERATIONS (Line B minus Line E)</b>	<b>12,705</b>	<b>901</b>	<b>(11,804)</b>
<b>Non-Operating Expenses</b>			-
*102. Major improvements & capital expenditures - includes principal pmts on loans (interest payments recorded on line 89)	2,040	-	(2,040)
*103. Outreach & mission not funded through operating budget (see line 15)			-
*104. Funds contributed to Episcopal seminaries			-
*105. Funds sent to other organizations (offsets line 16)	295		(295)
106. Non-op exp paid directly from designated funds: clergy discretionary, 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)			-
<b>*F Total non-operating expenses (lines 102:107)</b>	<b>2,335</b>	<b>-</b>	<b>(2,335)</b>
<b>*G TOTAL ALL EXPENSES (E+F)</b>	<b>62,157</b>	<b>65,217</b>	<b>3,060</b>
<b>108. Ending Cash in operating acct (same as next period Beginning Cash) (line 20 less line G) Always reconcile ending cash with bank stmt.</b>	<b>\$ 29,537</b>	<b>31,444</b>	<b>\$ 1,907</b>
* Year-end actual figures go in the Parochial Report.			

## 2020 Detailed Activity Report

Church & City: <b>St. Matthew's, Benton</b>		Month of: <b>Aug 2020</b>			
Round to the nearest dollar. Year-end entries on starred* lines are entered in the Parochial Report, page 3.					
<b>Giving Information</b>					
*1. Number signed pledge cards for 2020 Operating Budget	21				
*2. Total dollars pledged to 2020 Operating Budget	\$ 53,080				
*2a Discount of 13% for unpaid historical pledges	\$ 46,841				
3. Average pledge for 2020	\$ 2,528				
*4. Average Sunday Attendance (ASA) year-to-date	37				
		<b>Current mo.</b>	<b>2020 YTD</b>	<b>Bdgt YTD</b>	<b>2020 Bdgt</b>
<b>REVENUES</b>					
5. <b>Beginning Cash in operating acct (same as prior period Ending Cash)</b>	<b>54,999</b>	<b>30,543</b>	<b>20,362</b>	<b>30,543</b>	
<b>Operating Revenues</b>	-				-
6. Undesignated plate offerings & regular non-pledge support	150	2,164	4,000.00	6,000	
7. Pledge payments to operating budget	3,163	34,619	30,078.67	45,118	
*8. <b>Plate offerings, pledge pmts. &amp; regular support (lines 6+7)</b>	<b>3,313</b>	<b>36,783</b>	<b>34,078.67</b>	<b>51,118</b>	
*9. Money from investments, used for operations	-	-	-	-	
*10. Other operating income: unrestricted gifts, restricted gifts used for operations, contributions from congregation's organizations, <b>rental income</b> , fees, miscellaneous activities, etc.	610	4,880	10,000.00	15,000	
	1,000	8,000	-	-	
*11. Unrestricted bequests used for operations	-	-	-	-	
*A <b>Normal operating income, or NOI (lines 8:11)</b>	<b>4,923</b>	<b>49,663</b>	<b>44,078.67</b>	<b>66,118</b>	
*12. Assistance from diocese for operating budget	-	-	-	-	
*B <b>TOTAL OPERATING REVENUES (lines A+12)</b>	<b>4,923</b>	<b>49,663</b>	<b>44,078.67</b>	<b>66,118</b>	
<b>Non-Operating Revenues</b>	-		-		-
*13. Capital funds, gifts & additions (including grants from diocese for capital projects)	-	-	-	-	
*14. Additions to endowment & other investment funds (including earnings)	-	-	-	-	
*14a. Gifts for other designated funds: clergy DF, memorial fund, ECW fund, scholarship fund, organ fund, youth fund, ins. proceeds, etc.	-	-	-	-	
*15. Contributions & grants for congregation-based outreach & mission programs (see line 103)	-	-	-	-	
*16. Funds received for transmittal to other organizations (see line 105)	-	-	-	-	
*C <b>Subtotal non-operating revenues (lines 13:16)</b>	-	-	-	-	
*D <b>TOTAL ALL REVENUES (lines B+C)</b>	<b>4,923</b>	<b>49,663</b>	<b>44,078.67</b>	<b>66,118</b>	
17. New loan proceeds: Commercial	-	-	-	-	
18. Diocesan	-	-	-	-	
19. Other (Interfund loans within the church)	-	-	-	-	
20. <b>Total cash available (lines 5+D+17:19)</b>	<b>59,922</b>	<b>80,206</b>	<b>64,440.67</b>	<b>96,661</b>	
<b>EXPENSES</b>					
<b>Outreach</b>	-		-		-
*21. Tithe to Diocese: 10% of 2019 Operating Income on Line A above	634	5,077	5,076.67	7,615	
*22. Sharing Our Bounty beyond the tithe: Young Adults, Church Dev, Ministry discern, the Church in the US & abroad, Camp Mitchell	-	237	-	-	
*23. Congregational outreach, MDGs, Jubilee ministries, St. Francis Hse	-	-	300.00	450	
24. <b>Total outreach (lines 21:23)</b>	<b>634</b>	<b>5,314</b>	<b>5,376.67</b>	<b>8,065</b>	
<b>Program &amp; Liturgy</b>	-				-
25. Evangelism & congregational development	-	84	83.33	125	
26. Incorporation of new members: name tags, visitor cards, gifts, etc.	-	-	-	-	
27. Communications: Service leaflets, newsletter, website design	-	119	-	-	
27a. Ads, signs, public relations, etc.	-	-	-	-	
28. Christian formation for all ages	-	-	-	-	
29. Young adult & youth ministries	-	-	-	-	
30. Music & choirs (instrument maintenance on line 97)	-	39	53.33	80	
31. Liturgical expense: acolytes, LEMs, lay readers, etc.	-	172	300.00	450	
32. Altar supplies & flowers	-	31	300.00	450	
33. Diocesan convention delegates expense	-	230	300.00	450	
34. Stewardship & capital campaign expense	-	-	-	-	

## 2020 Detailed Activity Report

	Current mo.	2020 YTD	Bdgt YTD	2020 Bdgt
35. Other (list) Commitment to Diocese/Outreach Program	-	-	-	-
<b>36. Total program &amp; liturgy (lines 25:35)</b>	-	<b>675</b>	<b>1,036.67</b>	<b>1,555</b>
<b>Parochial Clergy</b>				
37. Cash Stipend - 2020 minimum clergy comp gdlines on dio website	-	-	<b>8,120.00</b>	12,180
38. Cash Housing Allowance	-	-	<b>333.33</b>	500
38a. Cash Utilities Allowance	-	-	-	-
39. SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng)	-	-	<b>646.67</b>	970
40. Other clergy comp - exp allwnacs, health ins, 403(b), bonus, etc.	-	-	-	-
41. Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp)	-	-	<b>1,638.00</b>	2,457
41a. [Different pension calculation for provided housing. Call dio office.]	-	-	-	-
42. Health insurance with Medical Trust - rates on diocesan website	-	-	<b>1,642.67</b>	2,464
43. Dental insurance with Delta Dental - rates on diocesan website	-	-	-	-
44. \$40,000 group term life insurance at \$25.20 per month	-	-	<b>100.67</b>	151
45. Long-term disability ins. Short-term disability is paid by Pension Fund.	-	-	<b>88.67</b>	133
46. Professional exp reimb - continuing ed, books, etc. - \$2K minimum	-	-	<b>333.33</b>	500
47. Travel/business reimb. - use IRS mileage rate of 58 cents/mile	-	-	<b>333.33</b>	500
<b>48. Clergy compensation &amp; benefits (lines 37:47)</b>	-	-	<b>13,236.67</b>	19,855
49. Clergy search expense/moving expense	-	-	<b>1,000.00</b>	1,500
50. Funds paid to another church for shared clergy	-	-	-	-
51. Less funds received for shared clergy (enter as negative number)	-	-	-	-
<b>52. Total parochial clergy (lines 48:51)</b>	-	-	<b>14,236.67</b>	<b>21,355</b>
<b>Supply Clergy</b>				
53. Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)	-	4,740	<b>3,840</b>	5,760
54. Travel reimbursement for supply clergy @ 50 cents/mile	-	228	<b>638</b>	957
55. Pension for extended supply (Supply Clergy Policy on website)	-	-	<b>691</b>	1,037
<b>56. Total supply clergy (lines 53:55)</b>	-	<b>4,968</b>	<b>5,169</b>	<b>7,754</b>
<b>Lay Personnel</b>				
57. Parish Administrator/Church Secretary	-	-	<b>933.33</b>	1,400
58. Financial Secretary/Treasurer	-	-	-	-
59. Organist/Choir Director	-	1,000	<b>3,600.00</b>	5,400
60. Program Director/Christian Formation Director	-	-	-	-
61. Youth Director	-	-	-	-
62. Child Care Workers	-	250	<b>900.00</b>	1,350
63. Sexton/Custodian	-	-	<b>1,300.00</b>	1,950
64. Grounds Maintenance Workers	-	-	-	-
65. Other (list)	-	-	-	-
<b>Benefits</b>				
66. Social Security & Medicare taxes = 7.65% of wages	-	750	<b>275.33</b>	413
67. Pension contributions	-	-	-	-
68. Health insurance	-	-	-	-
69. Dental insurance	-	-	-	-
70. Life insurance & disability insurance	-	-	-	-
71. Workers' Compensation ins.: clergy, prof, clerical = wages x 0.47%	-	-	<b>150.00</b>	225
other employees = wages x 3.51%	-	-	-	-
72. Lay employee travel & training	-	-	-	-
73. Other (list)	-	-	-	-
<b>74. Total lay personnel &amp; benefits (lines 57:73)</b>	-	<b>2,000</b>	<b>7,158.67</b>	<b>10,738</b>
<b>Administrative</b>				
75. Contract services: bookkeeping, audit, legal, etc.	<b>130</b>	1,040	<b>1,080.00</b>	1,620
76. Kitchen/Hospitality expense	-	-	-	-
77. Office supplies & equipment	-	98	<b>233.33</b>	350
78. Postage: including Fed Ex, P.O. box rental, meter lease, etc.	-	-	<b>36.67</b>	55
79. Telephone & fax expense	-	-	<b>133.33</b>	200
80. Internet & cable services	-	-	-	-
81. Website services	-	-	-	-
82. Computer software, updates, tech support	-	-	-	-
83. Office equipment lease	-	-	-	-

## 2020 Detailed Activity Report

		Current mo.	2020 YTD	Bdgt YTD	2020 Bdgt
84.	Service contracts on office equipment	-	-	-	-
85.	Dues & Fees	-	-	-	-
86.	Church-owned auto expense: license, gas & oil, insurance, repairs	-	-	-	-
87.	Other (list)	-	-	-	-
88.	<b>Total administrative expense (lines 75:87)</b>	<b>130</b>	<b>1,138</b>	<b>1,483.33</b>	<b>2,225</b>
	<b>Property &amp; Facilities</b>				
89.	Interest payments on loans (principal recorded on line 102)	-	-	-	-
90.	Property, casualty & liability insurance (includes D&O and bond)	<b>1,168</b>	3,390	<b>3,100.00</b>	4,650
91.	Umbrella liability insurance	-	-	-	-
92.	Electricity, water & sewer	<b>278</b>	1,713	<b>2,000.00</b>	3,000
92a.	Natural gas	<b>39</b>	864	<b>1,000.00</b>	1,500
93.	Custodial & lawn supplies	-	-	<b>400.00</b>	600
94.	Repairs & maintenance on buildings	-	454	<b>2,000.00</b>	3,000
95.	Service contracts: heat/AC, termite, pest control, etc.	<b>90</b>	846	<b>516.67</b>	775
96.	Musical instrument maintenance	-	-	-	-
97.	Furnishings	-	-	-	-
98.	Rent expense on facilities	<b>236</b>	1,497	-	-
99.	Property taxes & fees	-	-	-	-
100.	Other (list)	-	-	-	-
101.	<b>Total property &amp; facilities expense (lines 89:100)</b>	<b>1,811</b>	<b>8,764</b>	<b>9,016.67</b>	<b>13,525</b>
<b>*E</b>	<b>TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101)</b>	<b>2,575</b>	<b>22,859</b>	<b>43,478.00</b>	<b>65,217</b>
<b>XXX</b>	<b>RESULT OF CURRENT OPERATIONS (Line B minus Line E)</b>	<b>2,348</b>	<b>26,804</b>	<b>600.67</b>	<b>901</b>
	<b>Non-Operating Expenses</b>				
*102.	Major improvements & capital expenditures - includes <u>principal</u> pmts 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	-	-	-	-
*105.	Funds sent to other organizations (offsets line 16)	-	-	-	-
106.	Non-op exp paid directly from designated funds: clergy discretionary, 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)	-	-	-	-
<b>*F</b>	<b>Total non-operating expenses (lines 102:107)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>*G</b>	<b>TOTAL ALL EXPENSES (E+F)</b>	<b>2,575</b>	<b>22,859</b>	<b>43,478.00</b>	<b>65,217</b>
108.	<b>Ending Cash in operating acct (same as next period Beginning Cash) (line 20 less line G) <span style="color: red;">Always reconcile ending cash with bank stmt.</span></b>	<b>57,347</b>	<b>57,347</b>	<b>20,963</b>	<b>31,444</b>
	* Year-end actual figures go in the Parochial Report.				
	Vestry approved on:				
	Attested by:				

## 2020 Summary Activity Report

Church & City: <b>St. Matthew's, Benton</b>		Month of: <b>Aug 2020</b>		
Year-end entries on starred* lines go in the Parochial Report. Starred lines match page 3 of the Parochial Report.				
This report assumes that the revenues and expenses below are run through the operating account. Activity in other accounts is reported on the Assets & Liabilities report and included in the annual Parochial Report.				
<b>1 Giving Information for 2019:</b>				
2	Average Sunday Attendance (ASA) year-to-date	48		
3	*1 Number signed pledge cards for report year	22		
4	*2 Total dollars pledged for report year	\$ 53,840		
5			<b>Current</b>	<b>2020</b>
6			<b>Month</b>	<b>YTD</b>
				<b>2020</b>
				<b>Budget</b>
<b>7 Operating Revenues</b>				
8	*3 Plate offerings, pledge payments & regular support	\$ 3,313	\$ 36,783	\$ 51,118
9	*4 Money from investments, used for operations	-	-	-
10	*5 Other operating income (unrestricted & restricted gifts used for	610	4,880	15,000
11	operations; contributions from congregation's organizations)	1,000	8,000	
12	*6 Unrestricted bequests used for operations	-	-	-
13	<b>*A Normal Operating Income (NOI)</b>	4,923	49,663	66,118
14	*7 Assistance from diocese for operating budget	-	-	-
15	<b>*B Total Operating Revenues</b>	4,923	49,663	66,118
16				
<b>17 Operating Expenses</b>				
18	*12 Tithe to Diocese and Sharing Our Bounty beyond the tithe	634	5,314	7,615
19	*13 Outreach programs funded through operating budget	-	-	450
20	Other operating expense:			
21	Program & Liturgy expense	-	675	1,555
22	Clergy expense	-	4,968	29,109
23	Lay Personnel & Benefits expense	-	2,000	10,738
24	Administrative expense	130	1,138	2,225
25	Property & Facilities expense	1,811	8,764	13,525
26	*14 Total other operating expenses	1,941	17,545	57,152
27	<b>*E Total Operating Expenses</b>	2,575	22,859	65,217
28				
29	<b>Surplus or (Deficit) from Operating Activity</b>	<b>\$ 2,348</b>	<b>\$ 26,804</b>	<b>\$ 901</b>
30				
<b>31 Non-Operating Revenues</b>				
32	*8 Capital funds, gifts & additions	-	-	-
33	*9 Additions to endowment & other investment funds	-	-	-
34	*10 Contributions & grants for congregation-based outreach & mission	-	-	-
35	*11 Funds received for transmittal to other organizations	-	-	-
36	<b>*C Total Non-Operating Revenues</b>	-	-	-
<b>37 Non-Operating Expenses</b>				
38	*15 Major improvements & capital expenditures (includes loan principal)	-	-	-
39	*16 Outreach & mission not funded through operating budget	-	-	-
40	*17 Funds contributed to Episcopal seminaries	-	-	-
41	*18 Funds sent to other organizations	-	-	-
42	Non-operating expenses paid directly from designated funds	-	-	-
43	Transfers to non-operating funds	-	-	-
44	<b>*F Total Non-Operating Expenses</b>	-	-	-
45				
46	<b>Surplus or (Deficit) from Non-Operating Activity</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
47				
48				
49	Beginning cash in operating account	\$ 54,999	\$ 30,543	\$ 30,543
50	<b>*D Total All Revenues</b>	4,923	49,663	66,118
51	<b>*G Total All Expenses</b>	2,575	22,859	65,217
52	<b>Ending cash in operating account</b>	<b>\$ 57,347</b>	<b>\$ 57,347</b>	<b>\$ 31,444</b>
53				
54	*19 <b>Total cash in all checking and savings accounts as of to date:</b>	<b>\$ 60,088</b>		
55	*20 Total investments at market value as of	\$ -		



## Report of Certain Assets & Liabilities

Church & City: <b>St. Matthew's, Benton</b>		Date: <b>Aug 2020</b>			
Round to the nearest dollar. Year-end entries on starred* lines are needed for the Parochial Report.					
Rename individual Designated Funds to fit your situation.					
		Beginning of period	Receipts to date	Disb'mnts to date	End of period
<b>Cash &amp; Cash Equivalents</b>					
a.	Cash in Operating Account	55,001.00	\$ 6,297	\$ 2,103	\$ 59,195
b.	Cash in Other Checking, Savings, CDs, Money Markets	893.00			893
*1.	<b>Subtotal of All Cash on Hand</b> (lines a + b)	<b>55,894.00</b>	<b>6,297</b>	<b>2,103</b>	<b>60,088</b>
*2.	Total in Stocks, Bonds, Mutual Funds (@ market value)				-
3.	<b>Total Cash &amp; Cash Equivalents</b> (lines 1 + 2)	<b>55,894.00</b>	<b>6,297</b>	<b>2,103</b>	<b>60,088</b>
<b>Cash &amp; Cash Equivalents broken down as follows:</b>					
4.	<b>Unrestricted Funds (includes operating account)</b>	50,930.00	6,297	2,103	55,124
<b>Designated or Restricted Funds</b>					
5.	Building Fund	2,219.00			2,219
6.	Contingency Fund (for unexpected major expenses)				-
7.	Discretionary Fund	-			-
8.	Endowment Fund				-
8.	Episcopal Churchwomen (ECW)	578.00			578
9.	ECW Cookbook Fund				-
10.	Men's Group Fund				-
11.	Memorial Fund	2,305.00			2,305
12.	Scholarship Fund				-
13.	Youth Ministry Fund				-
14.	Other (please name): LILY/BISHOP/MKT/COM HOPE	(250.00)			(250)
15.	SIGN/ROOF FUND	112.00			112
16.	<b>Total Unrestricted &amp; Restricted Funds</b> (lines 4:19)	<b>55,894.00</b>	<b>6,297.00</b>	<b>2,103.00</b>	<b>60,088</b>
	<b>(Line 16 must equal Line 3)</b>				
<b>Restricted Fund Pledges Not Yet Paid</b>					
21.	Building Fund				-
22.	Capital Campaign				-
23.	Other (please name):				-
24.					-
25.	<b>Total Restricted Pledges Not Yet Paid</b> (lines 21:24)	-	-	-	-
<b>Estimated Value of Fixed Assets &amp; Real Estate</b>					
26.	Furniture, Fixtures, Equipment				-
27.	Fine Arts				-
28.	Automobiles				-
29.	Land				-
30.	Church Buildings & Imprvmnts (including pipe organ)				-
31.	Rectory/Vicarage				-
32.	Rental Property	-	-	-	-
33.	<b>Total Fixed Assets &amp; Real Estate</b> (lines 26:32)				-
Continued on next page					
<b>Loans, mortgages and other commitments</b>					
34.	Principal on Commercial Loan at _____ Bank				-
	Interest Rate: _____	Maturity date: _____			
	What Bank? _____	Secured or Unsecured? _____	8		



## Report of Certain Assets & Liabilities

35.	Principal on Mortgage Loan at _____ 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.	<b>Total Loans, Mtgs, Other Commitments (lines 34:37)</b>	-	-	-	-

**Approved by the Vestry of \_\_\_\_\_, on \_\_\_\_\_, 20\_\_.**

**Attested by Vicar or Warden: \_\_\_\_\_ Clerk or Treasurer: \_\_\_\_\_**

**Please return signed copy by the 15th of April, July, and October, 2020, and January, 2021.**

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