

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2012 Approved Budget

	2009 <u>ACTUAL (a)</u>	2010 <u>ACTUAL (a)</u>	2011 <u>APPROVED BUDGET</u>	2012 <u>APPROVED BUDGET</u>	<u>COMMENTS</u>
Revenue					
Amount Assessed Congregations	\$3,408,633	\$3,515,642	\$3,603,990	\$3,480,368	Assessment based on 2010 Parochial Report Operating Income.
Less: Assessment Shortfall (GEM09)	(376,409)	(392,783)	(440,000)	(382,700)	Reductions granted by Parish Finance & Assmt. Commission
Less: Uncollected Assessments	(150,000)	(150,000)	(150,000)	(100,000)	Anticipated uncollectible Assessments
Net Assessment Payments	2,882,224	2,972,859	3,013,990	2,997,668	
Interest Income	32,098	27,883	15,000	18,000	Interest Income received from various accounts
Common Trust Fund Income	40,809	41,047	40,000	40,000	Income from Common Trust Fund
Late Assessment Payments	18,983	1,456	5,000	5,000	Previous years assessments received
Gain/(Loss) on Sale of Securities		-600			Gain or Loss from sale of Securities
Miscellaneous Revenue	1,007	-600			Income received from unbudgeted sources
Total Revenue	2,975,122	3,042,645	3,073,990	3,060,668	
Expenses					
National Church Assessment	386,000	384,000	385,000	387,400	
Administration Ministry					
Administration	119,655	115,898	166,854	144,309	
Operations	1,682,939	1,708,603	1,692,957	1,721,730	
Communications Ministry	132,228	141,341	145,806	142,406	
Education Ministry	116,321	136,476	139,600	128,300	
Youth / Young Adult Ministry	48,864	57,650	108,270	108,400	
Growth & Evangelism Ministry	256,312	315,271	269,003	266,123	
Human Needs Ministry	174,778	156,060	166,500	162,000	
Total Expenses	2,917,097	3,015,299	3,073,990	3,060,668	
Non-Budgeted Expenses	57,218	58,300	0	0	
Total Expenses	2,974,315	3,073,599	3,073,990	3,060,668	
Net Income	\$807	(\$30,954)	\$0	\$0	
Assessment Percentage	13.9982%	13.9943%	14.7467%	14.8473%	

(a) Preliminary year end financials

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND

1/26/2011
2012 Operating Fund Final Budget
Administration

2012 APPROVED Budget

PROG. NO.	PROGRAM NAME	2009	2010	2011	2012
		ACTUAL (a)	ACTUAL (a)	APPROVED BUDGET	APPROVED BUDGET

ADMINISTRATION MINISTRY

ADM01	Clergy Assistance Program	\$4,540	\$4,250	\$5,000	\$5,000	Expenses for counseling and psychotherapy to Clergy and dependants as needed
ADM02	Cathedral Events	27,000	28,000	30,000	30,000	To reimburse Cathedral for expenses incurred by Diocesan activities held at the Cathedral
ADM03	Retiree Health Insurance	67,320	54,652	53,000	62,780	Supplemental health insurance for retired clergy @\$100 per month for 2012
ADMcmf	Commission and Committee Expenses	9,655	8,111	8,500	7,655	Expenses for travel, conference calls & other misc. cost for committees such as P&L, PF&A, Ex. Board, Ecumenical Comm., etc '09 Increase due higher number of meetings and conference calls
ADM17	Stewardship Commission	0	0	0	0	Expenses for travel & misc. cost to develop stewardship direction programs
ADM29	Bishop Search and Transition Accrual	0	10,000	40,000	30,000	To develop a reserve for future expense of calling a new bishop in 2014. Total accrued amount as of 1/1/11 \$81k. Total anticipated minimum cost of \$181k. Ranges from other dioceses run between \$150k and \$250K
ADM30	Bishop's Spring Conference	6,088	5,528	8,000	0	Expenses related to the annual conference
ADM31	Retired Clergy Events	0	357	500	500	Expenses for one luncheon and other events geared to the retired clergy of the diocese.
ADM32	Diocesan Staff Merit Reserve	0	0	16,854	3,874	Merit increase for diocesan staff will depend on the individual's performance evaluation. Refer to Matrix 1

(a) Preliminary year end financials

Administration Ministry Subtotal

119,655	115,898	166,854	144,309
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DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2012 Approved Budget

<u>PROG. NO.</u>	<u>PROGRAM NAME</u>	<u>ACTUAL (a)</u> 2009	<u>ACTUAL (a)</u> 2010	<u>APPROVED BUDGET</u> 2011	<u>APPROVED BUDGET</u> 2012	<u>COMMENTS</u>
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ADMINISTRATION MINISTRY / DIOCESAN OPERATIONS

		2009	2010	2011	2012	
OP01	National Church	386,000	384,000	385,000	387,400	Diocesan Assessment to the National Church.
OP02	Province IV	6,000	6,000	6,000	6,000	Diocesan Assessment for the Province IV operating costs
OP03	General Convention/ Province Deputy Travel	18,000	20,000	20,000	20,000	Expenses to attend General Convention - 3 year accrual
OP04	Episcopate Staff *	725,988	741,706	742,579	761,071	Salaries & Benefits for Episcopate Staff Members Less Merit Increase(Please refer to MATRIX 1)
OP05	Episcopate staff travel/lodging/business meals	56,707	58,967	50,000	50,000	Expenses for Bishops and Archdeacons - Business Meals, Parish Visitations and Conference Travel
OP06	Lambeth	0	3,000	3,000	3,000	Lambeth Conference convenes every ten years. The next conference is 2018. ~Accrued to date: \$0
OP07	Chief Operating Officer Expenses	554	95	500	500	Misc. expenses for the Chief Operating Officer
OP08	Diocesan Bishop's Sabbatical	0	8,000	0	0	Diocesan Bishop's Sabbatical reserve ~Accrued amount is zero
OP10	Treasurer Expenses	520	289	500	500	Misc. expenses for the Treasurer
OP12	Convention Expenses	18,753	21,170	15,000	15,000	Convention expenses for November 2012
OP13	Journal Publishing	3,871	3,537	4,200	0	Journal printing expenses. Additional journals to be sold for \$15 each
OP15	Deployment	10,094	14,192	10,000	10,000	Expenses related to the deployment of clergy. Based on the number of vacancies
OP16	Wardens & Treasurer's Conference	0	100	0	0	Promotional costs (copying, mailings) and materials for the conference also snacks and beverages served
OP17	Office Staff *	468,699	445,544	448,381	461,370	Salaries and Benefits for Office Staff Members Less Merit (Please refer to MATRIX 1)
OPovrhd	Diocesan Office Overhead Expenses	194,464	202,952	200,158	206,490	Overhead cost such as electricity, supplies, equipment, telephone, postage, audit, printing, equipment

PROG. NO. PROGRAM NAME ACTUAL (a) 2009 ACTUAL (a) 2010 APPROVED BUDGET 2011 APPROVED BUDGET 2012 COMMENTS

ADMINISTRATION MINISTRY / DIOCESAN OPERATIONS

OP35	Insurance Premiums	30,852	35,030	37,138	37,500	Premium paid for insurance, all risk & liability coverage on building and contents, Key man policy, Auto Non-Ownership, Umbrella, Fidelity Bond, Director's & Officers Liability and Workman's Comp.
OP38	Conference & Travel	0	1,307	4,000	2,500	Expenses for travel & lodging while attending workshops and conferences
OP41	Support Staff Continuing Education	0	864	1,000	1,000	Fees, transportation and lodging expense incurred by diocesan lay employees to attend seminars, etc
OP46	Episcopal Charities of Southeast Florida	70,000	75,000	75,000	75,000	Provides stewardship, planned giving and human need grant services.
OP47	Palm Beach Office Expense	28,859	28,431	30,500	29,000	Expenses related to the N.P.B. office - Rent, utilities, supplies
OP48	Broward Office Expense	14,582	11,419	15,000	15,800	Expenses related to the Broward office - Supplies, leased equipment.
OP49	Computer Consultant	35,000	31,000	30,000	27,000	Development and maintenance of computer software
Diocesan Operations Subtotal (WITHOUT NAT'L CH)		1,682,939	1,708,603	1,692,957	1,721,730	

(a) Preliminary year end financials

DIocese of Southeast Florida
OPERATING FUND

2012 Approved Budget

PROG. NO. PROGRAM NAME 2009 ACTUAL (a) 2010 ACTUAL (a) 2011 APPROVED BUDGET 2012 APPROVED BUDGET COMMENTS

COMMUNICATIONS MINISTRY

COM01	Communications Staff *	82,974	85,197	86,556	87,356	Salary & benefits for Communication officer less Merit (Please refer to MATRIX 1)
COM02	Communications Staff Expense	1,715	2,045	2,000	2,100	Travel and misc. expenses for Communication officer within diocese & annual outside conference
COM03	Communications memberships/subscriptions	225	789	750	650	Cost of local newspapers, Episcopal Life, The Living Church, Anglican digest, Episc. News Service
COM06	Electronic Communications	10,641	9,023	15,000	14,000	Website maintenance
COM07	Public Relations / Marketing	1,000	0	1,000	1,000	Promotion of the Episcopal Church & Diocesan activities through advertising (radio, TV, etc.
COM16	The NET Production Expense	40,361	46,904	45,000	40,000	Cost of 6 issues per year with special supplement for convention coverage. Includes printing, maintenance of mailing lists, postage and promotion
COM17	The NET Income	(4,687)	(2,617)	(4,500)	(2,700)	Subscription donations
Communications Total		132,228	141,341	145,806	142,406	

* See Matrix

(a) Preliminary year end financials

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND

2012 Approved Budget

PROG. NO.	PROGRAM NAME	2009 <u>ACTUAL (a)</u>	2010 <u>ACTUAL (a)</u>	2011 <u>APPROVED BUDGET</u>	2012 <u>APPROVED BUDGET</u>	<u>COMMENTS</u>
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EDUCATION MINISTRY

EDM01	Duncan Center-Operations	25,000	25,000	25,000	25,000	To provide direct assistance for operational costs of Duncan Center
EDM02	Diocesan Debt Service to Property and Loan Fund	0	0	10,000	0	To repay Property and Loan Fund for the prepayment (1995) of the mortgage on Duncan Center. Balance as of 1/1/11 \$32,516
EDM05	St. Augustine's College	2,000	2,000	2,000	2,000	Provide direct assistance to the educational ministry of this college
EDM06	Diocesan School for Christian Studies	(1,559)	10,309	8,000	11,000	To cover expenses for honoraria, publicity, books, and scholarships not covered by fees
EDM09	Commission on Education	6,434	2,094	6,500	6,500	To provide assistance to educational programs in parishes. Deanery workshops, seminars and speakers Includes \$1,500 annual fee
EDM16	Committee on Environment	0	0	500	200	Blessing of Creation Event, Earth Sunday, Coastal Cleanup project. Materials, newsletters
EDM17	Safeguarding God's People	793	140	2,000	2,000	Provide materials for training in Child and Adult Protection workshops
EDM20	Clergy Retreat and Conference	20,596	31,326	20,000	20,000	Expenses for annual three day retreat and for annual two day fall conference for clergy Travel & honorarium for speakers. Room & meals
EDM22	C.O.M. Oversight	4,190	7,576	8,600	9,900	Assist with psychological examinations in the ordination process - Travel & GOE costs
EDM24	Support for Seminarians	27,000	29,000	24,000	20,000	To provide financial assistance of \$3k per seminarian per year. For the year 2012, we will draw \$7k from the Robert Blair Smith Trust for Seminarians
EDM26	Matching Clergy Continuing Education	5,600	4,000	6,000	6,500	Provide Matching Funds for clergy - Maximum \$500. Provide Grant funds to clergy of \$350/year includes Fresh Start meetings in training
EDM27	Tuesday in Holy Week	2,071	3,055	2,000	3,000	Clergy's Holy Tuesday expenses Honorarium and travel for guest speaker plus lunch for the clergy.
EDM28	Deacon's Conference	1,922	2,162	4,000	3,000	Expenses for an overnight retreat for the Deacons
EDM29	Screening & Review	2,993	3,800	4,000	4,000	Lodging and meals. Two- 2 day meetings of the COM and aspirants seeking ordination

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND

11/29/2011
2012 Operating Fund Final Budget
Education

2012 Approved Budget

PROG. NO. PROGRAM NAME 2009 2010 2011 2012 COMMENTS

ACTUAL (a) ACTUAL (a) APPROVED BUDGET APPROVED BUDGET

EDUCATION MINISTRY

PROG. NO.	PROGRAM NAME	2009 ACTUAL (a)	2010 ACTUAL (a)	2011 APPROVED BUDGET	2012 APPROVED BUDGET	COMMENTS
EDM30	Clergy Sabbatical Fund	0	0	0	0	To fund Clergy Sabbatical Program Balance as of 1/1/11 \$1,800
EDM31	Clergy and Spouse Pastoral Care	18,369	14,704	16,000	14,000	Programs to build community and promote the wellness of active / retired/widowed clergy and spouses
EDM57	Absalom Jones Day	913	1,310	1,000	1,200	To cover expenses for honorarium and travel for guest speaker at two celebrations
TOTAL		116,321	136,476	139,600	128,300	

(a) Preliminary year end financials

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2012 Approved Budget

	2009	2010	2011	2012	
<u>PROG. NO.</u>	<u>ACTUAL (a)</u>	<u>ACTUAL (a)</u>	<u>APPROVED BUDGET</u>	<u>APPROVED BUDGET</u>	<u>COMMENTS</u>
	<u>PROGRAM NAME</u>				

GROWTH & EVANGELISM MINISTRY

GEM01	Haitian Commission Ministry	1,172	1,870	2,500	2,500	To assist Haitian ministry
GEM04	University of Miami Campus Ministry	7,000	10,000	10,000	10,000	To continue and expand the church ministry
GEM07	Cursillo	3,000	2,900	4,000	4,000	To assist in the expenses of holding Cursillo weekends at the Duncan Center
GEM10	Mission, Evangelism and Outreach (Previously known as Aid to Congregations)	157,097	221,369	175,000	175,000	To provide resources for parish ministries.
GEM11	World Mission Commission (Companion Dioc)	5,000	10,080	5,000	4,500	To continue and expand our missionary presence to our companion Diocese
GEM12	Daughters of the King	1,000	1,000	1,000	1,000	To financially assist in expenses, retreats, seminars, and to expand the junior daughter programs
GEM13	Ad Hoc Committee on Hispanic/Latino Ministries	4,480	5,961	9,200	6,000	To assist Hispanic ministry
GEM14	Congregational Development (Nehemiah Process)	13,505	13,579	16,100	15,450	Leadership training for parish growth.
GEM15	Immigration & Social Justice Ministry: *	64,057	44,937	44,703	46,173	Expense for Immigration Missioner and part time assistant Less Merit Please see Matrix 1
GEM17	Immigration & Social Justice Ministry Expenses		3,575	1,500	1,500	To financially assist in expenses, retreats, seminars
		<u>256,312</u>	<u>315,271</u>	<u>269,003</u>	<u>266,123</u>	

* See Matrix

(a) Preliminary year end financials

2012 Approved Budget

PROG. NO.	PROGRAM NAME	2009	2010	2011	2012	<u>COMMENTS</u>
		<u>ACTUAL (a)</u>	<u>ACTUAL (a)</u>	<u>APPROVED BUDGET</u>	<u>APPROVED BUDGET</u>	

HUMAN NEEDS MINISTRY

PROG. NO.	PROGRAM NAME	2009 <u>ACTUAL (a)</u>	2010 <u>ACTUAL (a)</u>	2011 <u>APPROVED BUDGET</u>	2012 <u>APPROVED BUDGET</u>	<u>COMMENTS</u>
HNM05	Recovery Ministries of the Diocese	5,296	5,910	5,000	5,000	Expenses related to the mission of promoting emotional, mental and spiritual health
HNM22	Disaster Relief Reserve	0	0	0	0	Reserve for disaster relief. Balance of reserve account is \$54,887
HNM33	Human Needs Expenses	3,500	0	3,500	0	Costs of annual workshop/conferences of Human Needs, Jubilee or other Social Concerns activities. Expenses for the Administration/Travel
HNM34	Human Needs Parish Grants	30,000	30,000	20,000	20,000	Start-up and matching grants for parish related Human Needs ministries. Combined totals. Usually \$3,000 for matching & \$7,500 for start-up
HNM35	Human Needs Endowment Grants	120,000	120,000	120,000	120,000	All other human need programs and committees. Maximum grant of \$25,000
HNM36	Millennium Development Goals	14,000	0	15,000	15,000	Resolution approved at the 2006 Convention to give .7% of the annual diocesan budget to fund international development programs. Make funding request to Bishop Frade.
HNM37	Anti-Racism Training	1,982	150	3,000	2,000	Training mandated by the 2006 General Convention - combined HNM21 Racism Commission
TOTAL		<u>174,778</u>	<u>156,060</u>	<u>166,500</u>	<u>162,000</u>	

(a) Preliminary year end financials

**DIOCESE OF SOUTHEAST FLORIDA
2012 APPROVED ASSESSMENT**

11/28/2011
2012 Operating Fund Final Budget
2012 Calculation comp

	Parish Operating Income 2010	2012 Approved Assessment
NORTH PALM BEACH		
1001 Advent	\$ 281,312	\$ 41,767
1003 All Saints	218,843	32,492
1006 Bethesda-by-the-Sea	2,066,511	306,820
1009 Christ Memorial	452,355	67,162
1012 Good Shepherd	733,507	108,906
1015 Grace	249,566	37,054
1021 Holy Spirit	189,770	28,176
1024 Holy Trinity	600,252	89,121
1027 St. Christopher's	204,682	30,390
1030 St. David's in the Pines	274,010	40,683
1033 St. George's	45,040	6,687
1039 St. Luke's	384,023	57,017
1042 St. Mark's	813,877	120,838
1045 St. Martin's	47,414	7,040
1048 St. Mary's	858,705	127,494
1051 St. Monica's	30,903	4,588
1054 St. Patrick's	201,993	29,990
	<u>7,652,763</u>	<u>1,136,226</u>
SOUTH PALM BEACH		
2006 Holy Redeemer	83,736	12,433
2009 St. Andrew's	262,734	39,009
2012 Chapel. of St. Andrew	239,671	35,585
2015 St. Cuthbert's	20,204	3,000
2018 St. Gregory's	990,188	147,016
2021 St. John's	17,300	2,569
2024 St. Joseph's	685,517	101,780
2027 St. Matthew's	148,681	22,075
2030 St. Paul's	1,050,243	155,932
	<u>3,498,274</u>	<u>519,398</u>
BROWARD		
3003 All Saint's	624,058	92,656
3006 Atonement	364,500	54,118
3009 Holy Sacrament	519,904	77,192
3012 Intercession	38,124	5,660
3015 St. Ambrose	275,124	40,848
3018 St. Andrew's	47,348	7,030
3021 St. Anne's	94,367	14,011
3024 St. Benedict's	427,758	63,510
3027 St. Christopher's	138,666	20,588
3030 St. James-in-he-Hills	233,231	34,628
3033 St. John's	221,572	32,897
3036 St. Mark's	268,170	39,816
3039 St. Martin's	311,099	46,190
3042 St. Mary's-Deerfield	36,570	5,430
3045 St. Mary Magdalene	437,375	64,938
3051 St. Nicholas	257,798	38,276
3054 St. Philip's	33,948	5,040
	<u>4,329,612</u>	<u>642,829</u>

**DIOCESE OF SOUTHEAST FLORIDA
2012 APPROVED ASSESSMENT**

	Parish Operating Income	2012 Approved Assessment
	<u>2010</u>	
NORTH DADE		
4003 All Angels	99,891	14,831
4006 All Souls	197,199	29,279
4009 Holy Cross	148,034	21,979
4012 Holy Family	362,410	53,808
4015 Incarnation	294,980	43,796
4021 Resurrection	200,028	29,699
4024 St. Agnes	336,000	49,887
4027 St. Bernard De Clairvaux	251,521	37,344
4030 St. Kevin's	99,345	14,750
4033 St. Margaret's / /San Franciso de Asis	179,361	26,630
4036 St. Paul's, Miami	88,448	13,132
4039 Transfiguration	141,077	20,946
4042 Trinity Cathedral	594,849	88,319
	<u>2,993,143</u>	<u>444,400</u>
SOUTH DADE		
5003 Ascension	262,298	38,944
5006 Christ Church	139,732	20,746
5009 Holy Comforter	104,768	15,555
5012 St. Andrew's	451,167	66,986
5015 St. Christopher by the Sea	199,968	29,690
5018 St. Faith's	224,253	33,295
5021 St. John's	207,242	30,770
5024 St. Luke's	160,887	23,887
5027 St. Matthew's	347,919	51,656
5030 St. Philip's	448,438	66,581
5033 St. Simon's	122,294	18,157
5036 St. Stephen's	569,026	84,485
5039 St. Thomas	759,958	112,833
5042 Todos los Santos	116,556	17,305
	<u>4,114,506</u>	<u>610,891</u>
KEYS		
6006 St. Columba	173,908	25,821
6009 St. Francis	43,344	6,435
6012 St. James	155,315	23,060
6015 St. Paul	431,807	64,112
6018 St. Peter	48,475	7,197
	<u>852,849</u>	<u>126,625</u>
TOTALS	<u><u>\$ 23,441,147</u></u>	<u><u>\$ 3,480,368</u></u>

Approved
Assessment Rate

14.8473%
