

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND

10/22/2008
2009 Operating Fund Budget Worksheet
Budget cover page

2009 PROPOSED BUDGET

	2007 ACTUAL (a)	2008 APPROVED BUDGET ** Revised 5/08	2009 PROPOSED BUDGET	COMMENTS
Revenue				
Amount Assessed Congregations	\$3,414,162	\$3,554,466	\$3,586,454	Assessment based on 2007 Parochial Report Operating Income.
Less: Assessment Shortfall (GEM09) **	(401,804)	(500,000)	(400,000)	Reductions granted by Parish Finance & Assmt. Commission
Less: Uncollected Assessment	(78,000)	(150,000)	(150,000)	Anticipated uncollectible Assessments
Net Assessment Payments	2,934,358	2,904,466	3,036,454	
Interest Income	30,022	25,000	15,000	Interest Income received from various accounts
Common Trust Fund Income	64,716	60,000	60,000	Income from Common Trust Fund
Late Assessment Payments	6,440	30,000	6,000	Previous years assessments received
Gain/(Loss) on Sale of Securities				Gain or Loss from sale of Securities
Miscellaneous Revenue	-354			Income received from unbudgeted sources
Total Revenue	3,035,182	3,019,466	3,117,454	
Expenses				
National Church Assessment	378,000	402,500	405,000	
Administration Ministry				
Administration	107,209	135,744	157,610	Pages 2
Operations	1,723,536	1,656,137	1,716,792	Pages 3-4
Communications Ministry	127,166	144,675	147,203	Page 5
Education Ministry	136,604	134,900	147,400	Page 6-7
Youth / Young Adult Ministry	114,500	85,200	80,000	Page 8
Growth & Evangelism Ministry	225,207	252,560	259,448	Page 9
Human Needs Ministry	192,024	207,750	204,000	Page 10
Total Expenses	3,004,246	3,019,466	3,117,454	
Non-Budgeted Expenses	32,556	0	0	Depreciation Expense
Total Expenses	3,036,802	3,019,466	3,117,454	
Net Income	(\$1,620)	\$0	\$0	
Assessment Percentage	14.9656%	14.8682%	14.7683%	

(a) Preliminary year end financials

** Revised May 2008

97,988

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2009 Proposed Budget

10/22/2008
2009 Operating Fund Budget Worksheet
Administration

PROG. NO. PROGRAM NAME 2007 ACTUAL (a) 2008 APPROVED BUDGET ** 2009 PROPOSED BUDGET COMMENTS

Revised 5/08

ADMINISTRATION MINISTRY

ADM01	Clergy Assistance Program	\$4,483	\$5,000	\$5,000	Expenses for counseling and psychotherapy to Clergy and dependants as needed
ADM02	Cathedral Events	23,000	28,800	27,000	To reimburse Cathedral for expenses incurred by Diocesan activities held at the Cathedral
ADM03	Retiree Health Insurance	41,326	56,540	69,360	Supplemental health insurance for retired clergy @ \$75 per month
ADMcm	Commission and Committee Expenses	9,145	8,600	9,200	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
ADMdms	Deanery Expenses	6,500	6,150	5,050	Expenses for Deanery events, travel, meetings
ADM17	Stewardship Commission **	0	500	1,500	Expenses for travel & misc. cost to develop stewardship direction programs
ADM29	Bishop Search Accrual **	10,000	11,000	30,000	To develop a reserve for future expense of calling a new bishop in 2012. Total accrued amount as of 1/1/07 \$45k. Total anticipated minimum cost of \$200k. Annual increments of \$5k
ADM30	Bishop's Spring Conference	2,788	10,000	10,000	Expenses related to the annual conference
ADM31	Retired Clergy Events **	378	500	500	Expenses for one luncheon and other events geared to the retired clergy of the diocese.
ADM32	Diocesan Staff Merit Reserve	9,589	8,654	0	Merit increase for diocesan staff will depend on the individual's performance evaluation. Refer to Matrix 1
(a) Preliminary year end financials		107,209	135,744	157,610	
Administration Ministry Subtotal					

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2009 PROPOSED BUDGET

10/22/2008
2009 Operating Fund Budget Worksheet
ADM Operations

PROG. NO.	PROGRAM NAME	2007 ACTUAL (a)	2008 APPROVED BUDGET **	2009 PROPOSED BUDGET
			Revised 5/08	

COMMENTS

ADMINISTRATION MINISTRY / DIOCESAN OPERATIONS

OP	PROGRAM NAME	2007 ACTUAL (a)	2008 APPROVED BUDGET **	2009 PROPOSED BUDGET	COMMENTS
OP01	National Church	378,000	402,500	405,000	Diocesan Assessment to the National Church. 15% of the National Church asking
OP02	Province IV	6,032	6,000	6,000	Diocesan Assessment for the Province IV operating costs
OP03	General Convention/ Province Deputy Travel	19,000	19,000	19,000	Expenses to attend General Convention - 3 year accrual
OP04	Episcopate Staff	713,754	707,090	728,636	Salaries & Benefits for Episcopate Staff Members
OP05	Episcopate staff travel/lodging/business meals **	91,003	59,800	65,000	Expenses for Bishops and Archdeacons - Business Meals, Parish Visitations and Conference Travel
OP06	Lambeth	0	0	2,000	Lambeth Conference convenes every ten years. The next conference is 2018. ~Accrued to date: \$0
OP07	Chief Operating Officer Expenses	600	500	500	Misc. expenses for the Chief Operating Officer
OP08	Diocesan Bishop's Sabbatical **	3,000	1,500	3,000	Diocesan Bishop's Sabbatical reserve ~Accrued as of 1/1/08;\$6k ~
OP10	Treasurer Expenses	500	500	500	Misc. expenses for the Treasurer
OP12	Convention Expenses	15,448	14,006	14,000	Convention expenses for November 2009
OP13	Journal Publishing	4,295	6,000	5,200	Journal printing expenses. Additional journals to be sold for \$15 each
OP14	Director's Liability				Insurance premium for Directors & Officers liability policy in 2006 consolidated to OP35
OP15	Deployment	1,459	7,000	7,000	Expenses related to the deployment of clergy. Based on the number of vacancies
OP16	Wardens & Treasurer's Conference	29	300	300	Promotional costs (copying, mailings) and materials for the conference also snacks and beverages served
OP17	Office Staff	449,594	458,188	468,236	Salaries and Benefits for Office Staff Members
OPovrhd	Diocesan Office Overhead Expenses	244,347	188,121	202,480	Overhead cost such as electricity, supplies, equipment, telephone, postage, audit, printing, equipment maintenance

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2009 PROPOSED BUDGET

10/22/2008
2008 Operating Fund Budget Worksheet
Communications

PROG. NO.	PROGRAM NAME	2007 ACTUAL (a)	2008 APPROVED BUDGET **	2009 PROPOSED BUDGET	COMMENTS
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Revised 5/08

COMMUNICATIONS MINISTRY

COM01	Communications Staff *	75,453	81,475	82,903	Salary & benefits for Communication officer
COM02	Communications Staff Expense	2,728	2,500	2,700	Travel and misc. expenses for Communication officer within diocese & annual outside conference
COM03	Communications memberships/subscriptions	918	700	800	Cost of local newspapers, Episcopal Life, The Living Church, Anglican digest, Episc. News Service
COM05	Secretary Conference C.O.P.E.. **	0	0	0	Funding for annual conference: Honoraria, lodging, supplies and postage
COM06	Electronic Communications	13,673	7,000	15,000	Website maintenance
COM07	Public Relations / Marketing	0	5,000	2,000	Promotion of the Episcopal Church & Diocesan activities through advertising (radio, TV, etc.
COM16	The NET Production Expense	39,812	52,000	48,000	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	(5,418)	(4,000)	(4,200)	Subscription donations
Communications Total		127,166	144,675	147,203	

* See Matrix

(a) Preliminary year end financials

**DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2009 PROPOSED BUDGET**

10/22/2008
2009 Operating Fund Budget Worksheet
Education

PROG. NO.	PROGRAM NAME	2007	2008	2009	<u>COMMENTS</u>
		<u>ACTUAL (a)</u>	<u>APPROVED BUDGET **</u>	<u>PROPOSED BUDGET</u>	

Revised 5/08

EDUCATION MINISTRY

EDM01	Duncan Center-Operations	29,326	25,000	25,000	To provide direct assistance for operational costs of Duncan Center
EDM02	Diocesan Debt Service to Property and Loan Fund **	25,000	10,000	0	To repay Property and Loan Fund for the prepayment (1995) of the mortgage on Duncan Center. Final payment in 2011
EDM05	St. Augustine's College	1,000	2,000	2,000	Provide direct assistance to the educational ministry of this college
EDM06	Diocesan School for Christian Studies	4,043	3,500	4,000	To cover expenses for honoraria, publicity, books, and scholarships not covered by fees
EDM09	Commission on Education **	2,437	10,000	10,000	To provide assistance to educational programs in parishes. Deaconery workshops, seminars and speakers Includes \$1,500 annual fee previously recorded under EDM07
EDM16	Committee on Environment **	0	0	1,000	Blessing of Creation Event, Earth Sunday, Coastal Cleanup project. Materials, newsletters
EDM17	Safeguarding God's People	371	500	2,000	Provide materials for training in Child and Adult Protection workshops
EDM20	Clergy Retreat and Conference **	23,498	20,000	25,000	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 **	2,993	8,000	15,000	Assist with psychological examinations in the ordination process - Travel & GOE costs
EDM24	Support for Seminarians	23,400	20,000	24,000	To provide financial assistance for seminarians
EDM26	Matching Clergy Continuing Education **	6,850	9,000	8,000	Provide Matching Funds for clergy - Maximum \$500. Provide Grant funds to clergy of \$350/year
EDM27	Tuesday in Holy Week	1,648	2,000	2,500	Clergy's Holy Tuesday expenses Honorarium and travel for guest speaker plus lunch for the clergy.
EDM28	Deacon's Conference **	2,563	4,000	3,000	Expenses for an overnight retreat for the Deacons
EDM29	Screening & Review	4,027	4,000	5,000	Lodging and meals. Two- 2 day meetings of the COM and aspirants seeking ordination to the Diaconate
EDM30	Clergy Sabbatical Fund	1,099	900	900	To fund Clergy Sabbatical Program
EDM31	Clergy and Spouse Pastoral Care **	8,349	16,000	19,000	Programs to build community and promote the wellness of active / retired/widowed clergy and spouses

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2009 PROPOSED BUDGET

PROG. NO.	PROGRAM NAME	2007 ACTUAL (a)	2008 APPROVED BUDGET ** Revised 5/08	2009 PROPOSED BUDGET	<u>COMMENTS</u>
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EDUCATION MINISTRY

EDM57 "NEW LINE ITEM"	Absalom Jones Day			1,000	To cover expenses for honorarium and travel for guest speaker at two celebrations
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	TOTAL	136,604	134,900	147,400
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(a) Preliminary year end financials

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2009 PROPOSED BUDGET

10/22/2008
2009 Operating Fund Budget Worksheet
Youth

PROG. NO.	PROGRAM NAME	2007 ACTUAL (a)	2008 APPROVED BUDGET ** Revised 5/08	2009 PROPOSED BUDGET	<u>COMMENTS</u>
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YOUTH / YOUNG ADULT MINISTRY

YTH01	Deanery Events	70,000	70,000	70,000	Funds to be distributed among the deaneries to assist with youth deanery events. Apply to Deanery Youth Coordinator
YTH29	Diocesan Youth Administration	15,500	6,000	6,000	Travel, business meals, storage unit rental
YTH30	Diocesan, Provincial and National Youth Events **	25,000	7,000	0	To assist youth members in attending diocesan events. Apply to Diocesan Youth Coordinator. (Scholarship reserve balance as of 1/1/08 is \$105k)
YTH31	Diocesan Youth Ministry Training **	4,000	2,200	4,000	The opportunity for education and exposure to the latest and most creative techniques in youth ministry. Apply to Deanery Youth Coordinator
TOTAL YOUTH MINISTRY		114,500	85,200	80,000	

(a) Preliminary year end financials

DIocese of Southeast Florida
 Operating Fund
 2009 Proposed Budget

10/22/2008
 2009 Operating Fund Budget Worksheet
 GEM

PROG. NO. PROGRAM NAME 2007 ACTUAL (a) 2008 APPROVED BUDGET ** 2009 PROPOSED BUDGET COMMENTS
 Revised 5/08

GROWTH & EVANGELISM MINISTRY

GEM01	Haitian Commission Ministry	250	2,000	2,000	To assist Haitian ministry
GEM04	University of Miami Campus Ministry	7,100	9,000	9,000	To continue and expand the church ministry
GEM07	Cursillo	3,000	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)	190,000	150,000	150,000	To provide resources for parish ministries.
GEM11	World Mission Commission (Companion Dioc)	0	6,000	5,000	To continue and expand our missionary presence to our companion Diocese and world missions
GEM12	Daughters of the King	2,000	1,000	1,000	To financially assist in expenses, retreats, seminars, and to expand the junior daughter programs
GEM13	Hispanic Commission Ministry **	10,915	13,200	12,000	To assist Hispanic ministry
GEM14	Congregational Development (Nehemiah Project) **	11,942	11,900	13,000	Leadership training for parish growth.
GEM15	Immigration Ministry: Archdeacon Bazin *		55,460	63,448	Expense for Immigration Missioner and part time assistant
		225,207	252,560	259,448	

* See Matrix

** Revised May 2008

(a) Preliminary year end financials

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2009 PROPOSED BUDGET

1W2242008
2009 Operating Fund Budget Worksheet
Human Needs

2007 2008 2009
 ACTUAL (a) APPROVED PROPOSED
 BUDGET ** BUDGET
 Revised 5/08 COMMENTS

HUMAN NEEDS MINISTRY

PROG. NO.	PROGRAM NAME	2007 ACTUAL (a)	2008 APPROVED BUDGET ** Revised 5/08	2009 PROPOSED BUDGET	COMMENTS
HNM05	Task Force on Addiction/Recovery	4,233	5,000	5,000	Expenses related to the mission of promoting emotional, mental and spiritual health
HNM21	Racism Commission	1,404	1,500	1,500	Provides educational workshops to promote unity, understanding and acceptance among all people
HNM22	Disaster Relief Reserve **	34,387	20,500	20,000	Reserve for disaster relief. Balance of reserve account is \$51,887
HNM33	Human Needs Expenses	0	3,500	3,500	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	30,000	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	102,000	120,000	120,000	All other human need programs and committees. Maximum grant of \$25,000
HNM36	Millennium Development Goals	20,000	22,250	20,000	Resolution approved at the 2006 Convention to give .7% of the annual diocesan budget to fund international development programs. Make funding request to Bishop. Erade
HNM37	Anti-Racism Training (formerly GEM16)		5,000	4,000	Training mandated by the 2006 General Convention
TOTAL		192,024	207,750	204,000	

(a) Preliminary year end financials

**DIocese of Southeast Florida
2009 PROPOSED
ASSESSMENT**

10/22/2008
2009 Operating Fund Budget Worksheet
09 Calculation

Revised 8/27/08

2009 Proposed budget expenses	\$ 3,117,454
Shortfall and Uncollected Assmt.	550,000
Non Assessment Income	(81,000)
Net Needed From Assessments	\$ 3,586,454

	Parish Income 2007	2009 Proposed Assessment	2008 Approved Assessment	2008 PF&A Adj. Assessment as of 5/08
NORTH PALM BEACH				
1001 Advent	\$ 193,111	\$ 28,519	\$34,486	\$24,486
1003 All Saints	212,840	31,433	26,763	20,063
1006 Bethesda-by-the-Sea	2,435,829	359,730	375,510	375,510
1009 Christ Memorial	412,288	60,888	57,778	57,778
1012 Good Shepherd	708,175	104,585	106,742	94,742
1015 Grace	253,715	37,469	30,701	30,701
1018 Holy Nativity	26,429	3,903	5,006	600
1021 Holy Spirit	191,504	28,282	29,456	18,000
1024 Holy Trinity	588,157	86,861	85,695	85,695
1027 St. Christopher's	174,418	25,758	24,192	15,000
1030 St. David's in the Pines	326,848	48,270	44,887	44,887
1033 St. George's	63,153	9,327	9,279	9,279
1036 St. John's	40,340	5,958	5,091	600
1039 St. Luke's	455,062	67,205	60,290	60,290
1042 St. Mark's	798,126	117,869	91,133	91,133
1045 St. Martin's	55,297	8,166	8,920	1,800
1048 St. Mary's	843,723	124,603	121,671	121,671
1051 St. Monica's	25,818	3,813	4,422	4,422
1054 St. Patrick's	188,096	27,779	26,489	26,489
	7,992,929	1,180,417	1,148,512	1,083,146
SOUTH PALM BEACH				
2003 Guardian Angels	91,242	13,475	13,375	13,375
2006 Holy Redeemer	103,936	15,350	9,943	1,200
2009 St. Andrew's	234,269	34,597	31,851	31,851
2012 Chapel. of St. Andrew	447,106	66,030	65,004	40,000
2015 St. Cuthbert's	20,912	3,088	3,205	3,205
2018 St. Gregory's	1,070,761	158,133	138,269	138,269
2021 St. John's	16,652	2,459	3,242	3,242
2024 St. Joseph's	604,860	89,327	89,670	89,670
2027 St. Matthew's	137,285	20,275	19,661	19,661
2030 St. Paul's	1,276,557	188,525	177,877	177,877
	4,003,580	591,259	552,097	518,349
BROWARD				
3003 All Saint's	658,678	97,275	93,085	93,085
3006 Atonement	281,293	41,542	46,903	46,903
3009 Holy Sacrament	519,226	76,681	71,387	71,387
3012 Intercession	76,159 **	11,247	11,323	3,000
3015 St. Ambrose	141,414	20,884	26,835	26,835
3018 St. Andrew's	55,211	8,154	10,527	10,527
3021 St. Ann's	101,000	14,916	15,351	15,351
3024 St. Benedict's	479,459	70,808	63,183	63,183
3027 St. Christopher's	99,745	14,731	15,743	15,743
3030 St. James-in-he-Hills	222,975	32,930	32,484	32,484
3033 St. John's	242,275	35,780	32,369	32,369
3036 St. Mark's	309,016	45,636	39,617	39,617
3039 St. Martin's	325,474	48,067	43,255	43,255
3042 St. Mary's-Deerfield	42,891	6,334	6,262	6,262
3045 St. Mary Magdalene	457,040	67,497	66,689	66,689
3051 St. Nicholas	251,870	37,197	39,758	39,758
3054 St. Philip's	27,480	4,058	3,454	3,454
	4,291,206	633,737	618,225	609,901

**DIOCESE OF SOUTHEAST FLORIDA
2009 PROPOSED
ASSESSMENT**

10/22/2008
2009 Operating Fund Budget Worksheet
09 Calculation

Revised 8/27/08

2009 Proposed budget expenses	\$ 3,117,454
Shortfall and Uncollected Assmt.	550,000
Non Assessment Income	(81,000)
Net Needed From Assessments	\$ 3,586,454

	Parish Income 2007	2009 Proposed Assessment	2008 Approved Assessment	2008 PF&A Adj. Assessment as of 5/08
NORTH DADE				
4003 All Angels	110,142	16,266	19,317	5,000
4006 All Souls	210,135 *	31,033	31,243	31,243
4009 Holy Cross	154,231	22,777	22,670	6,000
4012 Holy Family	323,834	47,825	56,960	56,960
4015 Incarnation	328,724	48,547	51,967	51,967
4021 Resurrection	217,930	32,184	38,828	1,200
4024 St. Agnes	363,000	53,609	52,039	52,039
4027 St. Bernard De Clairvaux	334,199	49,355	47,500	47,500
4028 San Francisco de Asis	26,787	3,956	3,780	3,780
4030 St. Kevin's	87,904	12,982	15,244	15,244
4033 St. Margaret's	139,214	20,559	31,246	15,623
4036 St. Paul's, Miami	43,852	6,476	6,981	1,200
4039 Transfiguration	203,845	30,104	32,501	26,001
4042 Trinity Cathedral	404,584	59,750	65,420	65,420
	2,948,381	435,425	475,697	379,177
SOUTH DADE				
5003 Ascension	249,618	36,864	39,934	39,934
5006 Christ Church	145,238	21,449	23,462	23,462
5009 Holy Comforter	108,606	16,039	17,410	7,000
5012 St. Andrew's	360,434	53,230	46,452	46,452
5015 St. Christopher by the Sea	297,184	43,889	46,226	46,226
5018 St. Faith's	187,748	27,727	27,956	27,956
5021 St. John's	168,770	24,924	25,575	2,400
5024 St. Luke's	153,127	22,614	24,006	6,000
5027 St. Matthew's	325,825	48,119	45,777	45,777
5030 St. Philip's	526,760	77,793	73,824	73,824
5033 St. Simon's	89,568	13,228	16,591	16,591
5036 St. Stephen's	499,363	73,747	72,123	72,123
5039 St. Thomas	969,278	143,146	138,403	138,403
5042 Todos los Santos	113,070	16,698	15,972	15,972
	4,194,589	619,468	613,713	562,121
KEYS				
6006 St. Columba	100,039	14,774	14,685	14,685
6009 St. Francis	48,824	7,210	7,649	5,747
6012 St. James	157,870	23,315	28,141	9,380
6015 St. Paul	495,762	73,215	67,344	67,344
6018 St. Peter	51,689	7,634	4,860	4,860
	854,184	126,148	122,678	102,016
TOTALS	\$ 24,284,868	\$ 3,586,454	\$3,530,922 ***	\$3,254,710
Assessment Rate		14.7683%	14.8682%	14.8682%

* Missing 2007 Parochial report - using 2006 income
 ** Missing 2006 Parochial report - using 2005 income
 *** Revised not to include Eglise Bon Pasteur and Meadow Park