

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2011 Budget

	2008 <u>ACTUAL (a)</u>	2009 <u>ACTUAL (a)</u>	2010 <u>APPROVED BUDGET</u>	2011 <u>APPROVED BUDGET</u>	<u>COMMENTS</u>
Revenue					
Amount Assessed Congregations	\$3,532,561	\$3,408,633	\$3,518,253	\$3,610,884	Assessment based on 2009 Parochial Report Operating Income.
Less: Assessment Shortfall (GEM09)	(370,259)	(376,409)	(440,000)	(440,000)	Reductions granted by Parish Finance & Assmt. Commission
Less: Uncollected Assessment	(125,000)	(150,000)	(150,000)	(150,000)	Anticipated uncollectible Assessments
Net Assessment Payments	3,037,302	2,882,224	2,928,253	3,020,884	
Interest Income	41,356	32,098	15,000	15,000	Interest Income received from various accounts
Common Trust Fund Income	64,187	40,809	40,000	40,000	Income from Common Trust Fund
Late Assessment Payments	2,232	18,983	5,000	5,000	Previous years assessments received
Gain/(Loss) on Sale of Securities		1,007			Gain or Loss from sale of Securities
Miscellaneous Revenue	5,900	1,007			Income received from unbudgeted sources
Total Revenue	3,150,977	2,975,122	2,988,253	3,080,884	
Expenses					
National Church Assessment	402,500	386,000	384,000	385,000	
Administration Ministry					
Administration	129,533	119,655	116,400	174,854	
Operations	1,720,019	1,682,939	1,706,465	1,692,957	
Communications Ministry	136,331	132,228	147,997	144,700	
Education Ministry	136,329	116,321	135,100	139,600	
Youth / Young Adult Ministry	85,200	48,864	53,600	108,270	
Growth & Evangelism Ministry	275,477	256,312	268,692	269,003	
Human Needs Ministry	202,944	174,778	176,000	166,500	
Total Expenses	3,088,333	2,917,097	2,988,253	3,080,884	
Non-Budgeted Expenses	65,553	57,218	0	0	
Total Expenses	3,153,886	2,974,315	2,988,253	3,080,884	
Net Income	(\$2,909)	\$807	\$0	\$0	
Assessment Percentage	14.8682%	13.9982%	13.9943%	14.7795%	

(a) Preliminary year end financials

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND

2011

Budget

2008	2009	2010	2011
<u>ACTUAL (a)</u>	<u>ACTUAL (a)</u>	<u>APPROVED BUDGET</u>	<u>APPROVED BUDGET</u>

PROG. NO.	<u>PROGRAM NAME</u>	<u>ACTUAL (a)</u>	<u>ACTUAL (a)</u>	<u>APPROVED BUDGET</u>	<u>APPROVED BUDGET</u>	<u>COMMENTS</u>
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ADMINISTRATION MINISTRY

ADM01	Clergy Assistance Program	\$6,900	\$4,540	\$5,000	\$5,000	Expenses for counseling and psychotherapy to Clergy and dependants as needed
ADM02	Cathedral Events	28,800	27,000	28,000	30,000	To reimburse Cathedral for expenses incurred by Diocesan activities held at the Cathedral
ADM03	Retiree Health Insurance	51,165	67,320	51,900	53,000	Supplemental health insurance for retired clergy @\$85 per month
ADMcm1	Commission and Committee Expenses	8,097	9,655	8,000	8,500	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
ADMdhs	Deanery Expenses	6,150	5,050	5,000	5,000	Expenses for Deanery events, travel, meetings
ADM29	Bishop Search Accrual	11,000	0	10,000	40,000	To develop a reserve for future expense of calling a new bishop in 2014. Total accrued amount as of 1/1/10 \$41k. Total anticipated minimum cost of \$200k. Ranges from other dioceses run between \$150k and \$250K
ADM30	Bishop's Spring Conference	8,841	6,088	8,000	8,000	Expenses related to the annual conference
ADM31	Retired Clergy Events	30	0	500	500	Expenses for one luncheon and other events geared to the retired clergy of the diocese.
ADM32	Diocesan Staff Merit Reserve	8,550	0	0	16,854	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

129,533	119,655	116,400	166,854
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PROG. NO. PROGRAM NAME ACTUAL (a) 2008 ACTUAL (a) 2009 APPROVED BUDGET 2010 APPROVED BUDGET 2011 COMMENTS

ADMINISTRATION MINISTRY / DIOCESAN OPERATIONS

OP01	National Church	402,500	386,000	384,000	385,000	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	19,000	18,000	20,000	20,000	Expenses to attend General Convention - 3 year accrual
OP04	Episcopate Staff	704,271	725,988	740,401	742,579	Salaries & Benefits for Episcopate Staff Members Less Merit Increase(Please refer to MATRIX 1)
OP05	Episcopate staff travel/lodging/business meals	63,008	56,707	50,000	50,000	Expenses for Bishops and Archdeacons - Business Meals, Parish Visitations and Conference Travel
OP06	Lambeth	0	0	3,000	3,000	Lambeth Conference convenes every ten years. The next conference is 2018. ~Accrued to date: \$0
OP07	Chief Operating Officer Expenses	22	554	500	500	Misc. expenses for the Chief Operating Officer
OP08	Diocesan Bishop's Sabbatical	1,500	0	8,000	0	Diocesan Bishop's Sabbatical reserve ~Accrued as of 1/1/10 -\$15,500
OP10	Treasurer Expenses	66	520	500	500	Misc. expenses for the Treasurer
OP12	Convention Expenses	15,728	18,753	12,000	15,000	Convention expenses for November 2010
OP13	Journal Publishing	6,738	3,871	4,200	4,200	Journal printing expenses. Additional journals to be sold for \$15 each
OP15	Deployment	7,633	10,094	8,000	10,000	Expenses related to the deployment of clergy. Based on the number of vacancies
OP16	Wardens & Treasurer's Conference	1,240	0	400	0	Promotional costs (copying, mailings) and materials for the conference also snacks and beverages served
OP17	Office Staff	459,276	468,699	446,004	448,381	Salaries and Benefits for Office Staff Members Less Merit (Please refer to MATRIX 1)
OPovrhd	Diocesan Office Overhead Expenses	230,104	194,464	202,758	200,158	Overhead cost such as electricity, supplies, equipment, telephone, postage, audit, printing equipment

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OPERATING FUND
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PROG. NO.	<u>ACTUAL (a)</u>	<u>ACTUAL (a)</u>	<u>APPROVED BUDGET</u>	<u>APPROVED BUDGET</u>	<u>COMMENTS</u>
	<u>PROGRAM NAME</u>				

ADMINISTRATION MINISTRY / DIOCESAN OPERATIONS

OP35	Insurance Premiums	49,770	30,852	53,752	37,138	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	5,031	0	450	4,000	Expenses for travel & lodging while attending workshops and conferences
OP41	Support Staff Continuing Education	350	0	500	1,000	Fees, transportation and lodging expense incurred by diocesan lay employees to attend seminars, etc
OP46	Episcopal Charities of Southeast Florida	75,000	70,000	75,000	75,000	Provides stewardship, planned giving and human need grant services.
OP47	Palm Beach Office Expense	30,122	28,859	30,000	30,500	Expenses related to the N.P.B. office - Rent, utilities, supplies
OP48	Broward Office Expense	15,160	14,582	15,000	15,000	Expenses related to the Broward office - Supplies, leased equipment.
OP49	Computer Consultant	30,000	35,000	30,000	30,000	Development and maintenance of computer software
		<u>1,720,019</u>	<u>1,682,939</u>	<u>1,706,465</u>	<u>1,692,957</u>	

Diocesan Operations Subtotal (WITHOUT NAT'L CH)
(a) Preliminary year end financials

DIOCESE OF SOUTHEAST FLORIDA
OPERATING FUND
2011 Budget

PROG. NO. PROGRAM NAME ACTUAL (a) 2008 ACTUAL (a) 2009 APPROVED BUDGET 2010 APPROVED BUDGET 2011 COMMENTS

COMMUNICATIONS MINISTRY

COM01	Communications Staff *	81,762	82,974	85,197	85,450	Salary & benefits for Communication officer less Merit (Please refer to MATRIX 1)
COM02	Communications Staff Expense	2,130	1,715	2,000	2,000	Travel and misc. expenses for Communication officer within diocese & annual outside conference
COM03	Communications memberships/subscriptions	724	225	800	750	Cost of local newspapers, Episcopal Life, The Living Church, Anglican digest, Episc. News Service
COM06	Electronic Communications	16,726	10,641	13,000	15,000	Website maintenance
COM07	Public Relations / Marketing	0	1,000	1,000	1,000	Promotion of the Episcopal Church & Diocesan activities through advertising (radio, TV, etc.
COM16	The NET Production Expense	39,070	40,361	50,000	45,000	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	(4,081)	(4,687)	(4,000)	(4,500)	Subscription donations
	Communications Total	136,331	132,228	147,997	144,700	

* See Matrix

(a) Preliminary year end financials

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EDUCATION MINISTRY

EDM01	Duncan Center-Operations	35,000	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	10,000	0	0	10,000	To repay Property and Loan Fund for the prepayment (1995) of the mortgage on Duncan Center. Balance as of 1/1/10 \$42,516
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	13,941	(1,559)	11,000	8,000	To cover expenses for honoraria, publicity, books, and scholarships not covered by fees
EDM09	Commission on Education	2,906	6,434	6,000	6,500	To provide assistance to educational programs in parishes. Deaneary workshops, seminars and speakers includes \$1,500 annual fee
EDM16	Committee on Environment	0	0	100	500	Blessing of Creation Event, Earth Sunday, Coastal Cleanup project. Materials, newsletters
EDM17	Safeguarding God's People	1,775	793	2,000	2,000	Provide materials for training in Child and Adult Protection workshops
EDM20	Clergy Retreat and Conference	15,194	20,596	18,000	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	6,659	4,190	8,000	8,600	Assist with psychological examinations in the ordination process - Travel & GOE costs
EDM24	Support for Seminarians	19,500	27,000	30,000	24,000	To provide financial assistance of \$3k per seminarian
EDM26	Matching Clergy Continuing Education	4,115	5,600	6,000	6,000	Provide Matching Funds for clergy - Maximum \$500. Provide Grant funds to clergy of \$350/year
EDM27	Tuesday in Holy Week	2,100	2,071	2,000	2,000	Clergy's Holy Tuesday expenses Honorarium and travel for guest speaker plus lunch for the clergy.
EDM28	Deacon's Conference	3,842	1,922	4,000	4,000	Expenses for an overnight retreat for the Deacons
EDM29	Screening & Review	1,855	2,993	4,000	4,000	Lodging and meals. Two- 2 day meetings of the COM and aspirants seeking ordination to the Diaconate
EDM30	Clergy Sabbatical Fund	900	0	0	0	To fund Clergy Sabbatical Program Balance as of 1/1/10 \$1,800

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YOUTH / YOUNG ADULT MINISTRY

YTH01	Deanery Events	52,628	47,000	50,000	70,000	Funds to be distributed among the deaneries to assist with youth deanery events. Apply to Deanery Youth Coordinator
YTH29	Diocesan Youth Administration	1,677	1,436	2,600	1,800	Travel, business meals, storage unit rental
YTH30	Diocesan, Provincial and National Youth Events	30,147	367	0	35,270	To assist youth members in attending diocesan events. Apply to Diocesan Youth Coordinator. (Youth reserve balance as of 1/1/10 is \$50k)
YTH31	Diocesan Youth Ministry Training	748	62	1,000	1,200	The opportunity for education and exposure to the latest and most creative techniques in youth ministry. Apply to Deanery Youth Coordinator
(a) Preliminary year end financials		85,200	48,864	53,600	108,270	
TOTAL YOUTH MINISTRY						

2009 expenses paid from reserve: \$42,500

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GROWTH & EVANGELISM MINISTRY

GEM01	Haitian Commission Ministry	880	1,172	2,000	2,500	To assist Haitian ministry
GEM04	University of Miami Campus Ministry	9,000	7,000	10,000	10,000	To continue and expand the church ministry
GEM07	Cursillo	4,000	3,000	3,000	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)	177,850	157,097	175,000	175,000	To provide resources for parish ministries.
GEM11	World Mission Commission (Companion Dioc)	0	5,000	10,000	5,000	To continue and expand our missionary presence to our companion Diocese and world missions Increase for mission trip to Madagascar for 2010.
GEM12	Daughters of the King	0	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	12,669	4,480	6,000	9,200	To assist Hispanic ministry
GEM14	Congregational Development (Nehemiah Process)	15,621	13,505	15,250	16,100	Leadership training for parish growth.
GEM15	Immigration & Social Justice Ministry: *	55,457	64,057	44,942	44,703	Expense for Immigration Missioner and part time assistant Less Merit Please see Matrix 1
GEM17	Immigration & Social Justice Ministry Expenses			1,500	1,500	To financially assist in expenses, retreats, seminars
		<u>275,477</u>	<u>256,312</u>	<u>268,692</u>	<u>269,003</u>	

* See Matrix

(a) Preliminary year end financials

**DIOCESE OF SOUTHEAST FLORIDA
 2011 APPROVED ASSESSMENT**

2011 Approved Assessment		2009 Parish Operating Income	
32,873	\$	222,422	*
33,794		228,652	
383,342		2,593,745	
70,965		480,159	
109,579		741,425	
37,446		253,364	
26,818		181,456	
88,827		601,019	
25,427		172,042	
51,079		345,611	
7,746		52,410	
61,117		413,527	
110,347		746,627	
7,439		50,334	
116,257		786,613	
11,306		76,496	
34,210		231,467	
1,208,571		8,177,369	
-		0	
10,003		67,685	
34,555		233,803	
42,067		284,630	
3,275		22,160	
141,134		954,932	
2,483		16,800	
96,529		653,128	
16,213		109,697	
153,741		1,040,232	
499,999		3,383,067	
100,513		680,086	
52,678		356,430	
75,822		513,020	
11,754		79,532	
31,687		214,398	
5,688		38,488	
15,241		103,121	
67,185		454,583	
20,133		136,224	
32,832		222,149	
33,733		228,241	
40,108		271,376	
45,281		306,377	
6,782		45,889	
64,882		439,000	
40,049		270,974	
6,077		41,119	
650,445		4,401,007	

NORTH PALM BEACH

SOUTH PALM BEACH

BROWARD

1001 Advent	1003 All Saints	1006 Bethesda-by-the-Sea	1009 Christ Memorial	1012 Good Shepherd	1015 Grace	1021 Holy Spirit	1024 Holy Trinity	1027 St. Christopher's	1030 St. David's in the Pines	1033 St. George's	1039 St. Luke's	1042 St. Mark's	1045 St. Martin's	1048 St. Mary's	1051 St. Monica's	1054 St. Patrick's
3003 All Saint's	3006 Atonement	3009 Holy Sacrament	3012 Intercession	3015 St. Ambrose	3018 St. Andrew's	3021 St. Ann's	3024 St. Benedict's	3027 St. Christopher's	3030 St. James-in-the-Hills	3033 St. John's	3036 St. Mark's	3039 St. Martin's	3042 St. Mary's-Deerfield	3045 St. Mary Magdalene	3051 St. Nicholas	3054 St. Philip's

**DIOCESE OF SOUTHEAST FLORIDA
2011 APPROVED ASSESSMENT**

		Proposed Assessment Rate	
		14.795%	
		\$ 3,610,884	
		\$ 24,431,767	TOTALS
		817,574	
		42,698	
		450,521	
		144,649	
		47,829	
		131,877	
		19,491	
		7,069	
		21,378	
		66,585	
		6,311	
		120,833	
		4,395,897	KEYS
		118,802	5042 Todos los Santos
		947,820	5039 St. Thomas
		578,009	5036 St. Stephen's
		158,935	5033 St. Simon's
		542,700	5030 St. Phillip's
		376,186	5027 St. Mathew's
		155,879	5024 St. Luke's
		197,022	5021 St. John's
		199,668	5018 St. Faith's
		189,131	5015 St. Christopher by the Sea
		405,217	5012 St. Andrew's
		106,086	5009 Holy Comforter
		150,383	5006 Christ Church
		270,059	5003 Ascension
		3,256,853	SOUTH DADE
		601,207	4042 Trinity Cathedral
		159,494	4039 Transfiguration
		85,656	4036 St. Paul's, Miami
		181,575	4033 St. Margaret's
		131,523	4030 St. Kevin's
		20,576	4028 San Francisco de Asis
		306,745	4027 St. Bernard De Clairvaux
		417,184	4024 St. Agnes
		134,729	4021 Resurrection
		350,299	4015 Incarnation
		345,355	4012 Holy Family
		156,968	4009 Holy Cross
		263,123	4006 All Souls
		102,419	4003 All Angels
		481,345	NORTH DADE
		88,855	
		23,572	
		12,659	
		26,836	
		19,438	
		3,041	
		45,335	
		61,658	
		19,912	
		51,772	
		51,042	
		23,199	
		38,888	
		15,137	

* 2009 Parochial Report not received used 2008 Operating Income