

## 2021 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 2021 Operating Budget	18			
*2.	Total dollars pledged to 2021 Operating Budget	\$ 44,880			
3.	Average pledge for 2021	\$ 2,493			
*4.	Avg. Sunday Attendance in 2019 (Parochial Rep. page 2)				
			<b>2020 Actual</b>	<b>2021 Budget</b>	<b>Variance</b>
<b>REVENUES</b>					
5.	<b>Beginning Cash in operating acct (same as prior period Ending Cash)</b>		<b>\$ 30,543</b>	<b>70,283</b>	<b>\$ 39,740</b>
	<b>Operating Revenues</b>				
6.	Undesignated plate offerings & regular non-pledge support		4,143	4,500	357
7.	Pledge payments to operating budget		50,064	38,148	(11,916)
*8.	<b>Plate offerings, pledge pmts. &amp; regular support (lines 6+7)</b>		<b>54,207</b>	<b>42,648</b>	<b>(11,559)</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.		7,320	6,710	(610)
			10,103	10,000	(103)
					-
*11.	Unrestricted bequests used for operations				-
*A	<b>Normal operating income, or NOI (lines 8:11)</b>		<b>71,630</b>	<b>59,358</b>	<b>(12,272)</b>
*12.	Assistance from diocese for operating budget (\$2,552.19 RTR grant)		-		-
*B	<b>TOTAL OPERATING REVENUES (lines A+12)</b>		<b>71,630</b>	<b>59,358</b>	<b>(12,272)</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.		700	-	(700)
					-
*15.	Contributions & grants for congregation-based outreach & mission programs (see line 103)		1,000		(1,000)
					-
*16.	Funds received for transmittal to other organizations (see line 105)		50		(50)
*C	<b>Subtotal non-operating revenues (lines 13:16)</b>		<b>1,750</b>	<b>-</b>	<b>(1,750)</b>
*D	<b>TOTAL ALL REVENUES (lines B+C)</b>		<b>73,380</b>	<b>59,358</b>	<b>(14,022)</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>103,923</b>	<b>129,641</b>	<b>25,718</b>
<b>EXPENSES</b>					
	<b>Outreach</b>				
*21.	Tithe to Diocese: 10% of 2021 Operating Income on Line A above		7,617	7,521	(96)
*22.	Sharing Our Bounty beyond the tithe: Young Adults, Church Dev, Ministry discern, the Church in the US & abroad, Camp Mitchell		237		(237)
					-
*23.	Congregational outreach, MDGs, Jubilee ministries, St. Francis Hse		778	662	(116)
24.	<b>Total outreach (lines 21:23)</b>		<b>8,632</b>	<b>8,183</b>	<b>(449)</b>
	<b>Program &amp; Liturgy</b>				
25.	Evangelism & congregational development		123	125	2
26.	Incorporation of new members: name tags, visitor cards, gifts, etc.		-	-	-
27.	Communications: Service leaflets, newsletter, website design		-	-	-
27a.	Ads, signs, public relations, etc.		119	150	31
28.	Christian formation for all ages			-	-
29.	Young adult & youth ministries		-	-	-
30.	Music & choirs (instrument maintenance on line 97)		39	45	6
31.	Liturgical expense: acolytes, LEMs, lay readers, etc.		292	350	58

## 2021 Comparative Budget

		2020 Actual	2021 Budget	Variance
32.	Altar supplies & flowers	31	100	69
33.	Diocesan convention delegates expense	230	-	(230)
34.	Stewardship & capital campaign expense	-	-	-
35.	Other (list)	-	-	-
36.	<b>Total program &amp; liturgy (lines 25:35)</b>	<b>834</b>	<b>770</b>	<b>(64)</b>
	<b>Parochial Clergy</b>			-
37.	Cash Stipend - 2021 minimum clergy comp gdlines on dio website	-	11,413	11,413
38.	Cash Housing allowance	-	13,750	13,750
38a.	Cash Utilities allowance	-	-	-
39.	SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng)	-	1,925	1,925
40.	Other clergy comp - exp allwncs, hsng equity, 403(b), bonus, etc.	-	-	-
41.	Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp)	-	4,876	4,876
	[Different pension calculation for provided housing. Call dio office.]			-
42.	Health insurance with Medical Trust - rates on diocesan website	-	-	-
43.	Dental insurance with Delta Dental - rates on diocesan website	-	-	-
44.	\$40,000 group term life insurance at \$25.20 per month	-	277	277
45.	Long-term disability ins. Short-term disability is paid by Pension Fund.	-	-	-
46.	Professional exp reimb - continuing ed, books, etc. - \$2K minimum	-	1,000	1,000
47.	Travel/business reimb. - use IRS mileage rate of 56 cents/mile	-	500	500
48.	<b>Clergy compensation &amp; benefits (lines 37:47)</b>	-	<b>33,741</b>	<b>33,741</b>
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.	<b>Total parochial clergy (lines 48:51)</b>	-	<b>33,741</b>	<b>33,741</b>
	<b>Supply Clergy</b>			-
53.	Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)	8,340	1,620	(6,720)
54.	Travel reimbursement for supply clergy @ 56 cents/mile	228	250	22
55.	Pension for extended supply (Supply Clergy Policy on website)	-	292	292
56.	<b>Total supply clergy (lines 53:55)</b>	<b>8,568</b>	<b>2,162</b>	<b>(6,406)</b>
	<b>Lay Personnel</b>			-
57.	Church Secretary	-	-	-
58.	Financial Secretary/Treasurer (Deborah Hansen)			-
59.	Organist/Choir Director (Judith Matthews)	1,100	4,000	2,900
60.	Program Director/Christian Formation Director			-
61.	Youth Director			-
62.	Child Care Workers (Victoria Meyer)	250	1,000	750
63.	Sexton/Custodian	-	-	-
64.	Grounds Maintenance Workers			-
65.	Other (list)			-
	<b>Benefits</b>			-
66.	Social Security & Medicare taxes = 7.65% of wages (organist only)	750	306	(444)
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%	87	110	23
71a.	other employees = wages x 3.51%		176	176
72.	Lay employee travel & training			-
73.	Other (list)			-
74.	<b>Total lay personnel &amp; benefits (lines 57:73)</b>	<b>2,187</b>	<b>5,592</b>	<b>3,405</b>
	<b>Administrative Expense</b>			-
75.	Contract services: bookkeeping, audit, legal, etc.	1,560	1,620	60
76.	Kitchen/Hospitality expense	-	-	-

## 2021 Comparative Budget

	2020 Actual	2021 Budget	Variance
77. Office supplies & equipment	98	270	172
78. Postage: including Fed Ex, P.O. box rental, meter lease, etc.	-	60	60
79. Telephone & fax expense	-	200	200
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)	45	100	55
86. Church-owned auto expense: license, gas & oil, insurance, repairs			-
87. Other (list)			-
88. <b>Total administrative expense (lines 75:87)</b>	<b>1,703</b>	<b>2,250</b>	<b>547</b>
<b>Property expense</b>			-
89. Interest payments on loans (principal recorded on line 102)	-	-	-
90. Property, casualty & liability insurance (includes D&O and bond)	4,558	4,850	292
91. Umbrella liability insurance			-
92. Electricity, water & sewer	2,490	3,000	510
92a. Natural gas	1105	1,500	395
93. Custodial & lawn supplies	-	500	500
94. Repairs & maintenance on buildings	454	3,000	2,546
95. Service contracts: heat/AC, termite, pest control, etc.	1,162	1,320	158
96. Musical instrument maintenance			-
97. Furnishings			-
98. Rent expense on facilities	1,897	1,800	(97)
99. Property taxes & fees	-		-
100. Other (list)			-
101. <b>Total property expense (lines 89:100)</b>	<b>11,666</b>	<b>15,970</b>	<b>4,304</b>
<b>*E TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101)</b>	<b>33,590</b>	<b>68,668</b>	<b>35,078</b>
<b>XXX RESULT OF CURRENT OPERATIONS (Line B minus Line E)</b>	<b>38,040</b>	<b>(9,310)</b>	<b>(47,350)</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)	50	-	(50)
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>50</b>	<b>-</b>	<b>(50)</b>
<b>*G TOTAL ALL EXPENSES (E+F)</b>	<b>33,640</b>	<b>68,668</b>	<b>35,028</b>
108. <b>Ending Cash in operating acct (same as next period Beginning Cash)</b> (line 20 less line G) <b>Always reconcile ending cash with bank stmt.</b>	<b>\$ 70,283</b>	<b>60,974</b>	<b>\$ (9,310)</b>
* Year-end actual figures go in the Parochial Report.			

## 2021 Detailed Activity Report

Church & City: <b>St. Matthew's, Benton</b>		Month of: <b>Jun 2021</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 2021 Operating Budget	18			
*2. Total dollars pledged to 2021 Operating Budget	\$ 44,880			
*2a Discount of 15% for unpaid historical pledges	\$ 38,148			
3. Average pledge for 2021	\$ 2,493			
*4. Average Sunday Attendance (ASA) year-to-date				
		<b>Current mo.</b>	<b>2021 YTD</b>	<b>Bdgt YTD</b>
			<b>2021 Bdgt</b>	
<b>REVENUES</b>				
5. <b>Beginning Cash in operating acct (same as prior period Ending Cash)</b>	<b>82,682</b>	<b>72,180</b>	<b>35,142</b>	<b>70,283</b>
<b>Operating Revenues</b>	-			-
6. Undesignated plate offerings & regular non-pledge support	576	2,223	2,250.00	4,500
7. Pledge payments to operating budget	2,925	26,910	19,074.00	38,148
*8. <b>Plate offerings, pledge pmts. &amp; regular support (lines 6+7)</b>	<b>3,501</b>	<b>29,133</b>	<b>21,324.00</b>	<b>42,648</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.	610	3,660	3,355.00	6,710
	1,000	6,000	5,000	10,000
*11. Unrestricted bequests used for operations	-	-	-	-
*A <b>Normal operating income, or NOI (lines 8:11)</b>	<b>5,111</b>	<b>38,793</b>	<b>29,679.00</b>	<b>59,358</b>
*12. Assistance from diocese for operating budget	-	-	-	-
*B <b>TOTAL OPERATING REVENUES (lines A+12)</b>	<b>5,111</b>	<b>38,793</b>	<b>29,679.00</b>	<b>59,358</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)	75	4,160	-	-
*16. Funds received for transmittal to other organizations (see line 105)	-	-	-	-
*C <b>Subtotal non-operating revenues (lines 13:16)</b>	<b>75</b>	<b>4,160</b>	-	-
*D <b>TOTAL ALL REVENUES (lines B+C)</b>	<b>5,186</b>	<b>42,953</b>	<b>29,679.00</b>	<b>59,358</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>87,868</b>	<b>115,133</b>	<b>64,820.50</b>	<b>129,641</b>
<b>EXPENSES</b>				
<b>Outreach</b>	-		-	
*21. Tithe to Diocese: 10% of 2021 Operating Income on Line A above	627	3,778	3,760.50	7,521
*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	568	1,892	331.00	662
24. <b>Total outreach (lines 21:23)</b>	<b>1,195</b>	<b>5,670</b>	<b>4,091.50</b>	<b>8,183</b>
<b>Program &amp; Liturgy</b>				
25. Evangelism & congregational development	-	60	62.50	125
26. Incorporation of new members: name tags, visitor cards, gifts, etc.	-	-	-	-
27. Communications: Service leaflets, newsletter, website design	-	-	-	-
27a. Ads, signs, public relations, etc.	-	-	75.00	150
28. Christian formation for all ages	-	-	-	-
29. Young adult & youth ministries	-	-	-	-
30. Music & choirs (instrument maintenance on line 97)	-	55	22.50	45
31. Liturgical expense: acolytes, LEMs, lay readers, etc.	219	401	175.00	350
32. Altar supplies & flowers	-	-	50.00	100
33. Diocesan convention delegates expense	-	-	-	-
34. Stewardship & capital campaign expense	-	-	-	-
35. Other (list) Commitment to Diocese/Outreach Program	-	-	-	-
36. <b>Total program &amp; liturgy (lines 25:35)</b>	<b>219</b>	<b>516</b>	<b>385.00</b>	<b>770</b>

## 2021 Detailed Activity Report

	Current mo.	2021 YTD	Bdgt YTD	2021 Bdgt
<b>Parochial Clergy</b>				
37. Cash Stipend - 2021 minimum clergy comp gdlines on dio website	1,037	5,186	4,755.21	11,413
38. Cash Housing Allowance	1,250	6,250	5,729.17	13,750
38a. Cash Utilities Allowance	-	-	-	-
39. SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng)	175	875	802.08	1,925
40. Other clergy comp - exp allwncs, health ins, 403(b), bonus, etc.	-	-	-	-
41. Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp)	443	2,085	2,031.67	4,876
41a. [Different pension calculation for provided housing. Call dio office.]	-	-	-	-
42. Health insurance with Medical Trust - rates on diocesan website	-	-	-	-
43. Dental insurance with Delta Dental - rates on diocesan website	-	-	-	-
44. \$40,000 group term life insurance at \$25.20 per month	-	-	115.42	277
45. Long-term disability ins. Short-term disability is paid by Pension Fund.	-	-	-	-
46. Professional exp reimb - continuing ed, books, etc. - \$2K minimum	-	-	416.67	1,000
47. Travel/business reimb. - use IRS mileage rate of 56 cents/mile	-	403	208.33	500
48. <b>Clergy compensation &amp; benefits (lines 37:47)</b>	<b>2,905</b>	<b>14,799</b>	<b>14,058.54</b>	<b>33,741</b>
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. <b>Total parochial clergy (lines 48:51)</b>	<b>2,905</b>	<b>14,799</b>	<b>16,870.25</b>	<b>33,741</b>
<b>Supply Clergy</b>				
53. Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)	-	1,770	810	1,620
54. Travel reimbursement for supply clergy @ 56 cents/mile	-	-	125	250
55. Pension for extended supply (Supply Clergy Policy on website)	-	1,445	146	292
56. <b>Total supply clergy (lines 53:55)</b>	<b>-</b>	<b>3,215</b>	<b>1,081</b>	<b>2,162</b>
<b>Lay Personnel</b>				
57. Parish Administrator/Church Secretary	-	-	-	-
58. Financial Secretary/Treasurer	-	-	-	-
59. Organist/Choir Director	400	1,200	1,666.67	4,000
60. Program Director/Christian Formation Director	-	-	-	-
61. Youth Director	-	-	-	-
62. Child Care Workers	-	-	416.67	1,000
63. Sexton/Custodian	-	-	-	-
64. Grounds Maintenance Workers	-	-	-	-
65. Other (list)	-	-	-	-
<b>Benefits</b>				
66. Social Security & Medicare taxes = 7.65% of wages	76	229	127.50	306
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%	-	-	45.83	110
other employees = wages x 3.51%	-	-	73.33	176
72. Lay employee travel & training	-	-	-	-
73. Other (list) W/H TAXES	454	-	-	-
74. <b>Total lay personnel &amp; benefits (lines 57:73)</b>	<b>930</b>	<b>1,429</b>	<b>2,796.00</b>	<b>5,592</b>
<b>Administrative</b>				
75. Contract services: bookkeeping, audit, legal, etc.	135	805	810.00	1,620
76. Kitchen/Hospitality expense	-	-	-	-
77. Office supplies & equipment	-	22	135.00	270
78. Postage: including Fed Ex, P.O. box rental, meter lease, etc.	-	-	30.00	60
79. Telephone & fax expense	-	-	100.00	200
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	-	23	50.00	100
86. Church-owned auto expense: license, gas & oil, insurance, repairs	-	-	-	-
87. Other (list)	-	-	-	-

## 2021 Detailed Activity Report

		Current mo.	2021 YTD	Bdgt YTD	2021 Bdgt
88.	<b>Total administrative expense (lines 75:87)</b>	<b>135</b>	<b>850</b>	<b>1,125.00</b>	<b>2,250</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)	-	2,336	<b>2,425.00</b>	4,850
91.	Umbrella liability insurance	-	-	-	-
92.	Electricity, water & sewer	<b>390</b>	1,159	<b>1,500.00</b>	3,000
92a.	Natural gas	<b>65</b>	810	<b>750.00</b>	1,500
93.	Custodial & lawn supplies	-	-	<b>250.00</b>	500
94.	Repairs & maintenance on buildings	-	964	<b>1,500.00</b>	3,000
95.	Service contracts: heat/AC, termite, pest control, etc.	-	746	<b>660.00</b>	1,320
96.	Musical instrument maintenance	-	-	-	-
97.	Furnishings	-	-	-	-
98.	Rent expense on facilities	<b>220</b>	830	<b>900.00</b>	1,800
99.	Property taxes & fees	-	-	-	-
100.	Other (list)	-	-	-	-
101.	<b>Total property &amp; facilities expense (lines 89:100)</b>	<b>675</b>	<b>6,845</b>	<b>7,985.00</b>	<b>15,970</b>
<b>*E</b>	<b>TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101)</b>	<b>6,059</b>	<b>33,324</b>	<b>34,333.75</b>	<b>68,668</b>
<b>XXX</b>	<b>RESULT OF CURRENT OPERATIONS (Line B minus Line E)</b>	<b>(948)</b>	<b>5,469</b>	<b>(4,654.75)</b>	<b>(9,310)</b>
	<b>Non-Operating Expenses</b>				
*102.	Major improvements & capital expenditures - includes principal 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>6,059</b>	<b>33,324</b>	<b>34,333.75</b>	<b>68,668</b>
108.	<b>Ending Cash in operating acct (same as next period Beginning Cash)</b> (line 20 less line G) <b>Always reconcile ending cash with bank stmt.</b>	<b>81,809</b>	<b>81,809</b>	<b>30,487</b>	<b>60,974</b>
	* Year-end actual figures go in the Parochial Report.				
	Vestry approved on:				
	Attested by:				

## 2021 Summary Activity Report

Church & City: <b>St. Matthew's, Benton</b>		Month of: <b>Jun 2021</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 2021:</b>				
2	Average Sunday Attendance (ASA) year-to-date			
3	*1 Number signed pledge cards for report year	18		
4	*2 Total dollars pledged for report year	\$ 44,880		
5			<b>Current</b>	<b>2021</b>
6			<b>Month</b>	<b>YTD</b>
7	<b>Operating Revenues</b>			<b>2021</b>
8	*3 Plate offerings, pledge payments & regular support	\$ 3,501	\$ 29,133	\$ 42,648
9	*4 Money from investments, used for operations	-	-	-
10	*5 Other operating income (unrestricted & restricted gifts used for	610	3,660	6,710
11	operations; contributions from congregation's organizations)	1,000	6,000	10,000
12	*6 Unrestricted bequests used for operations	-	-	-
13	<b>*A Normal Operating Income (NOI)</b>	5,111	38,793	59,358
14	*7 Assistance from diocese for operating budget	-	-	-
15	<b>*B Total Operating Revenues</b>	5,111	38,793	59,358
16				
17	<b>Operating Expenses</b>			
18	*12 Tithe to Diocese and Sharing Our Bounty beyond the tithe	627	3,778	7,521
19	*13 Outreach programs funded through operating budget	568	1,892	662
20	Other operating expense:			
21	Program & Liturgy expense	219	516	770
22	Clergy expense	2,905	18,014	35,903
23	Lay Personnel & Benefits expense	930	1,429	5,592
24	Administrative expense	135	850	2,250
25	Property & Facilities expense	675	6,845	15,970
26	*14 Total other operating expenses	4,864	27,654	60,485
27	<b>*E Total Operating Expenses</b>	6,059	33,324	68,668
28				
29	<b>Surplus or (Deficit) from Operating Activity</b>	<b>\$ (948)</b>	<b>\$ 5,469</b>	<b>\$ (9,310)</b>
30				
31	<b>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	75	4,160	-
35	*11 Funds received for transmittal to other organizations	-	-	-
36	<b>*C Total Non-Operating Revenues</b>	75	4,160	-
37	<b>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>\$ 75</b>	<b>\$ 4,160</b>	<b>\$ -</b>
47				
48				
49	Beginning cash in operating account	\$ 82,682	\$ 72,180	\$ 70,283
50	*D Total All Revenues	5,186	42,953	59,358
51	*G Total All Expenses	6,059	33,324	68,668
52	<b>Ending cash in operating account</b>	<b>\$ 81,809</b>	<b>\$ 81,809</b>	<b>\$ 60,974</b>
53				
54	*19 Total cash in all checking and savings accounts as of to date:	\$ 74,471		
55	*20 Total investments at market value as of _____:	\$ -		



## Report of Certain Assets & Liabilities

<b>Church &amp; City: St. Matthew's, Benton</b>		<b>Date: Jun 2021</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.					
	<b>Beginning of period</b>	<b>Receipts to date</b>	<b>Disb'mnts to date</b>	<b>End of period</b>	
<b>Cash &amp; Cash Equivalents</b>					
a. Cash in Operating Account	74,451.00	\$ 4,966	\$ 5,839	\$ 73,578	
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>75,344.00</b>	<b>4,966</b>	<b>5,839</b>	<b>74,471</b>	
*2. Total in Stocks, Bonds, Mutual Funds (@ market value)				-	
3. <b>Total Cash &amp; Cash Equivalents</b> (lines 1 + 2)	<b>75,344.00</b>	<b>4,966</b>	<b>5,839</b>	<b>74,471</b>	
<b>Cash &amp; Cash Equivalents broken down as follows:</b>					
4. <b>Unrestricted Funds (includes operating account)</b>	66,670.00	4,891	5,271	66,290	
<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	2,555.00			2,555	
12. Scholarship Fund				-	
13. Youth Ministry Fund				-	
14. Other (please name): LILY/BISHOP/MKT/COM HOPE	3,210.00	75	568	2,717	
15. SIGN/ROOF FUND	112.00			112	
16. <b>Total Unrestricted &amp; Restricted Funds</b> (lines 4:19)	<b>75,344.00</b>	<b>4,966.00</b>	<b>5,839.00</b>	<b>74,471</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					



## Report of Certain Assets & Liabilities

<b>Loans, mortgages and other commitments</b>					
34.	Principal on Commercial Loan at _____ Bank				-
	Interest Rate:                      Maturity date:				
	What Bank?                      Secured or Unsecured?				
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, 2021, and January, 2022.**

Mary Jane Hodges, Financial Coordinator	e-mail: <a href="mailto:mjhodges@arkansas.anglican.org">mjhodges@arkansas.anglican.org</a>
Episcopal Diocese of Arkansas	phone: (501) 372-2168
P.O. Box 164668	in-state WATS: (866) 887-1114
Little Rock, AR 72216-4668	fax: (501) 372-2147