

# *2021 Proposed Budget & Apportionment*

*(09/16/20)*



**MISSION STATEMENT:** *Grow and develop congregations spiritually, numerically and in missional leadership.*

**FOCUS:** *Relationship, Leadership & Stewardship*

# 2021 Apportionment

## Expand the 10% Rate Range

(EXHIBIT #1)

Based on Parish reported, *Normal Operating Income (Line A)*:

- 10% of the first \$135,000 of operating income
- And, 15.5% of income > \$135,000
- Then, apply a 3% “cap & floor”, to limit annual increases/decreases

# 2021 Apportionment

(Exhibit #2)

YEAR	Parish Income (Line A)	Growth (%)	Parish Apportionment	Average Rate
2011	\$7,263,938	1%	\$1,016,685	14.0%
2012	\$7,440,889	2%	\$1,014,981	13.6%
2013	\$7,607,125	2%	\$1,008,258	13.3%
2014	\$7,542,388	-1%	\$991,082	13.1%
2015	\$7,750,062	3%	\$971,203	12.5%
2016	\$7,873,965	2%	\$973,288	12.4%
2017	\$8,375,199	6%	\$972,303	11.6%
2018	\$8,103,109	-3%	\$997,613	12.3%
<b>2019</b>	<b>\$8,390,107</b>	<b>4%</b>	\$1,014,641	12.1%
2020	\$7,743,000	-8%	\$1,015,590	13.1%
<b>2021</b>	<b>\$8,052,720</b>	<b>4%</b>	<b>\$1,025,032</b>	12.7%

- From 2011 - 2019 apportionment decreased **from 14% to 12%**
- Expanding the 10% rate range to \$135,000 and maintaining a 3% cap/floor results in **2021 Apportionment of \$1,025,032 (+0.9%)**

# 2021 Budget: Draw from Investments

## (Exhibit #3)

Year End Audit Data thru 2019 (\$ M.'s)  
Adjusted for FHFO & Capital

	2017	2018	2019	YEE 2020	Budget 2021	Projected 2022	Projected 2023
<b>Diocesan Budget:</b>							
Apportionment	\$0.972	\$0.998	\$1.015	\$0.965	<b>\$1.025</b>	\$1.003	\$1.023
Draw from Investments	\$0.905	\$0.971	\$0.943	\$0.995	<b>\$0.940</b>	\$0.963	\$0.963
Loan Interest	\$0.058	\$0.045	\$0.025	\$0.020	<b>\$0.024</b>	\$0.024	\$0.024
Other Income	\$0.000	\$0.047	\$0.072	\$0.048	<b>\$0.070</b>	\$0.080	\$0.090
<b>TOTAL INCOME</b>	<b>\$1.935</b>	<b>\$2.060</b>	<b>\$2.054</b>	<b>\$2.028</b>	<b>\$2.059</b>	<b>\$2.070</b>	<b>\$2.100</b>
<b>TOTAL EXPENSE</b>	<b>\$2.013</b>	<b>\$2.019</b>	<b>\$2.070</b>	<b>\$2.018</b>	<b>\$2.059</b>	<b>\$2.070</b>	<b>\$2.100</b>
NET SURPLUS/(DEFICIT)	(0.078)	0.041	(0.015)	0.010	0.000	0.000	0.000
<b>Net Draw / Fin. Assets:</b>	<b>\$1.041</b>	<b>\$0.975</b>	<b>\$0.983</b>	<b>\$1.005</b>	<b>\$0.963</b>	<b>\$0.987</b>	<b>\$0.987</b>
Trailing, Audited 5-YR Avg.	\$19.3	\$19.1	\$19.7	\$20.1	\$20.6	\$20.9	\$21.4
<b>(% Trailing 5-YR Avg.)</b>	<b>5.4%</b>	<b>5.1%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>4.7%</b>	<b>4.7%</b>	<b>4.6%</b>

**2021 Draw + Interest (\$964K) ~ 4.7% of the trailing 5 Year balance**

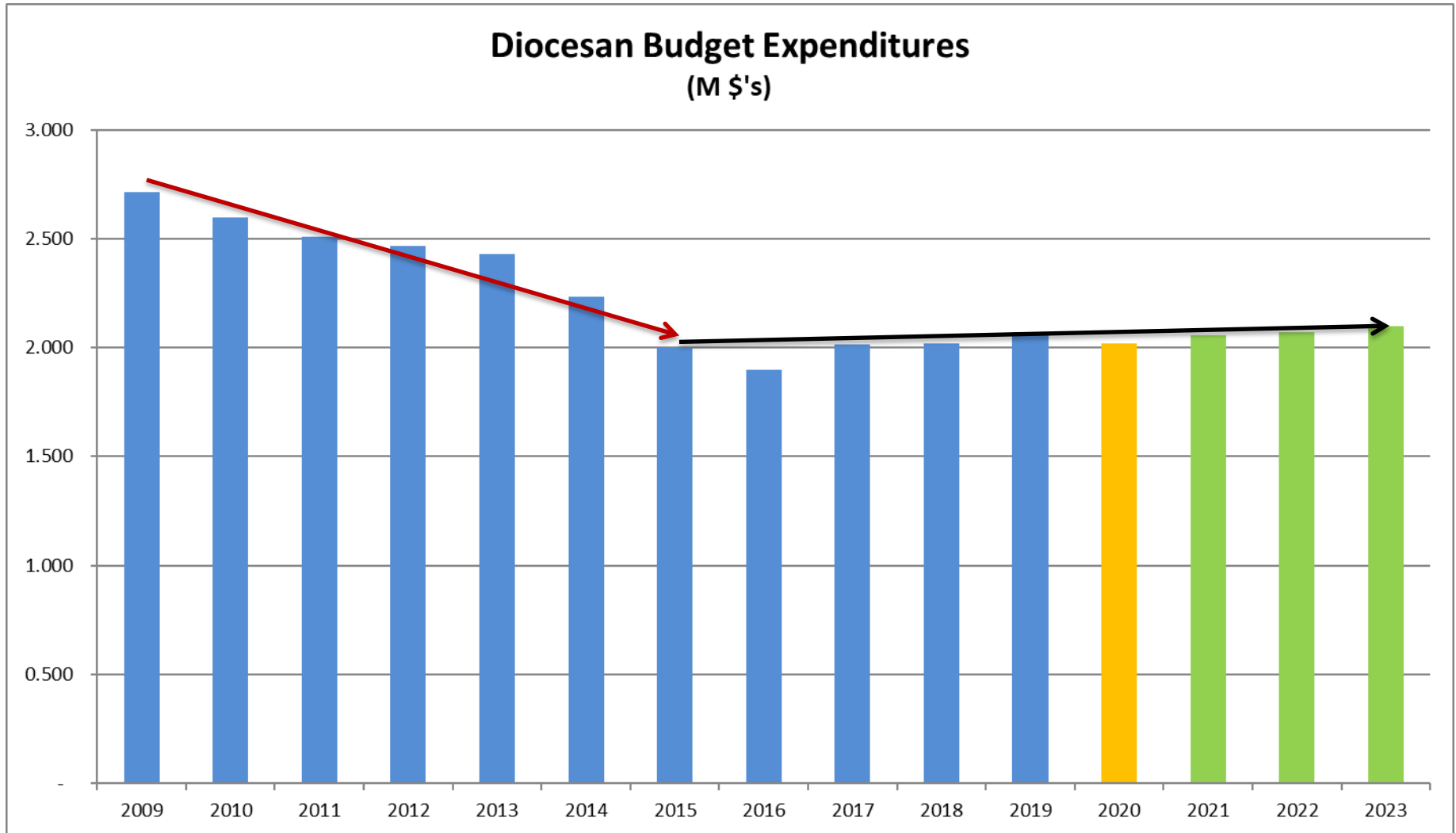
**+ Income from Apportionment: \$1.025 M.**

**+ Other Income: \$70,000 (\$40K Grants + \$30K Bishop's Appeal)**

**Provides Total Income of \$2.059 M. to fund the 2021 Budget**

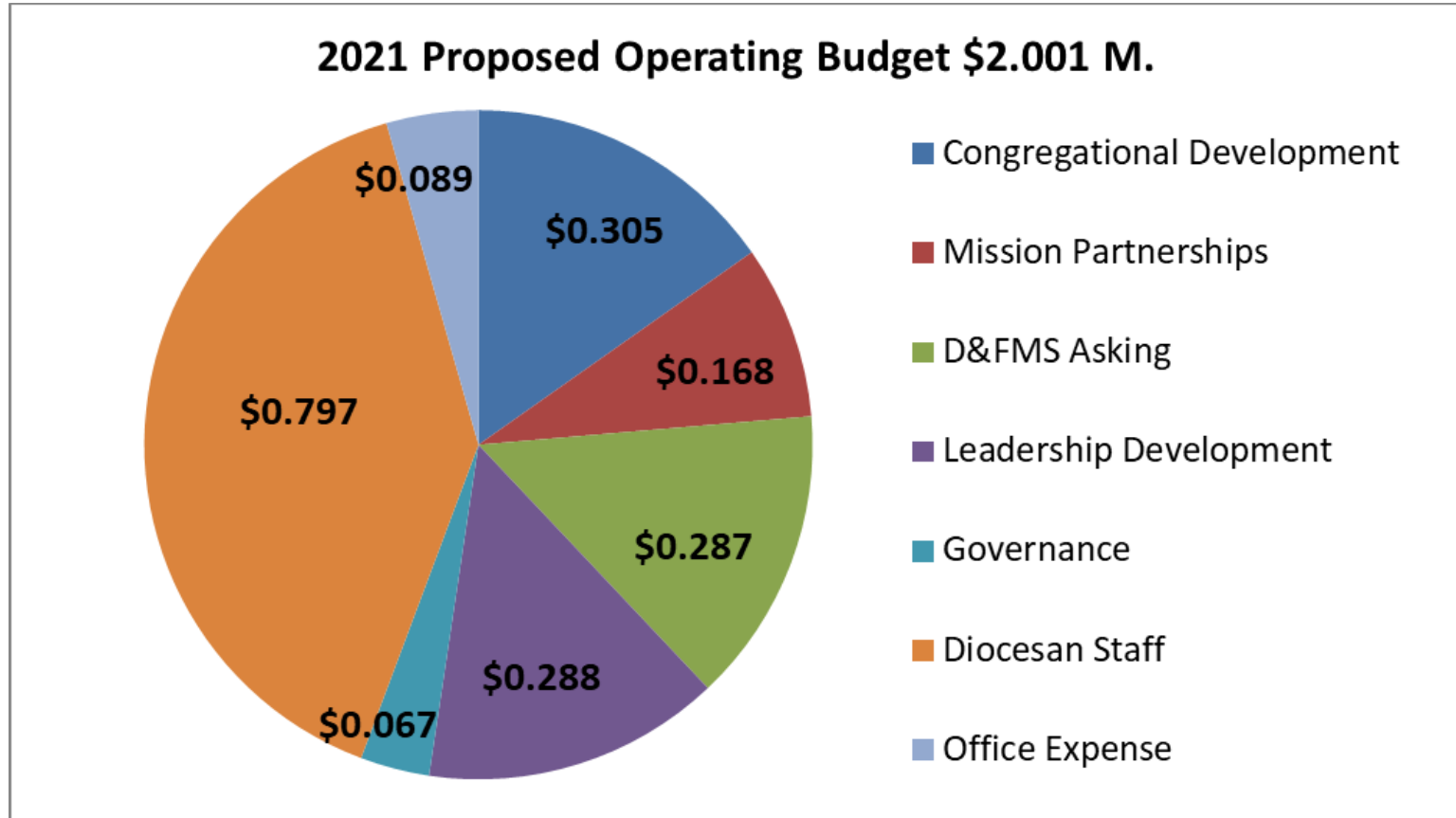
# Diocesan Budget Expenditures

'09 -'19 Actual, '20 YEE, '21-'23 Projected (Exhibit #4)



# Proposed 2021 Operating Budget

(Exhibit #5)



**PROGRAM:** ~ \$1,048,000 (CDP & Mission Grants, D&FMS, Leadership)

**ADMINISTRATION:** ~ \$953,000 (Governance, Staff & Office Expenses)

**PLUS: Non-Operating draw:** ~ \$58,000 (Post-retirement health benefits)

# Proposed 2021 Diocesan Budget

## (Exhibit #6)

	2018 Final	2019 Final	2020 Budget	2020 YEE	2021 Budget	Change vs. '20 Budget	(%)
<i>Apportionment</i>	\$997,613	\$1,014,641	\$1,015,590	\$964,964	\$1,025,032	\$9,442	0.9%
<i>Investment Draw</i>	\$1,015,390	\$967,878	\$960,000	\$960,000	\$906,000	(\$54,000)	-6%
<i>Other Income</i>	\$46,895	\$71,897	\$70,000	\$48,285	\$70,000	\$0	0%
<b>Total Operating Income</b>	<b>\$2,059,898</b>	<b>\$2,054,416</b>	<b>\$2,045,590</b>	<b>\$1,973,249</b>	<b>\$2,001,032</b>	<b>(\$44,558)</b>	<b>-2%</b>
<b>Congregational Development</b>	<b>\$269,333</b>	<b>\$269,908</b>	<b>\$282,250</b>	<b>\$282,250</b>	<b>\$305,000</b>	<b>\$22,750</b>	<b>8%</b>
<b>Mission Partnerships</b>	<b>\$178,770</b>	<b>\$163,880</b>	<b>\$177,150</b>	<b>\$176,400</b>	<b>\$168,000</b>	<b>(\$9,150)</b>	<b>-5%</b>
<b>D&amp;FMS Contribution</b>	<b>\$248,000</b>	<b>\$269,150</b>	<b>\$287,814</b>	<b>\$287,814</b>	<b>\$286,522</b>	<b>(\$1,292)</b>	<b>0%</b>
<b>Leadership Development</b>	<b>\$142,167</b>	<b>\$186,319</b>	<b>\$320,850</b>	<b>\$268,600</b>	<b>\$288,350</b>	<b>(\$32,500)</b>	<b>-10%</b>
<b>Health Benefits</b>	<b>\$59,300</b>	<b>\$55,726</b>	<b>\$3,000</b>	<b>\$1,500</b>	<b>\$0</b>	<b>(\$3,000)</b>	<b>-100%</b>
<b>Governance</b>	<b>\$109,743</b>	<b>\$109,945</b>	<b>\$92,350</b>	<b>\$91,686</b>	<b>\$67,000</b>	<b>(\$25,350)</b>	<b>-27%</b>
<i>Diocesan Staff - Salaries</i>	\$643,310	\$615,408	\$554,526	\$548,564	\$564,160	\$9,634	2%
<i>Diocesan Staff - Benefits</i>	\$254,654	\$238,273	\$218,900	\$216,035	\$224,200	\$5,300	2%
<i>Diocesan Staff - Expense</i>	\$34,922	\$43,702	\$18,750	\$6,500	\$8,800	(\$9,950)	-53%
<b>Diocesan Staff</b>	<b>\$932,886</b>	<b>\$897,383</b>	<b>\$792,176</b>	<b>\$771,099</b>	<b>\$797,160</b>	<b>\$4,984</b>	<b>1%</b>
<b>Office Expense</b>	<b>\$89,331</b>	<b>\$92,358</b>	<b>\$90,000</b>	<b>\$84,000</b>	<b>\$89,000</b>	<b>(\$1,000)</b>	<b>-1%</b>
<b>Total Operating Expense</b>	<b>\$2,029,530</b>	<b>\$2,044,669</b>	<b>\$2,045,590</b>	<b>\$1,963,349</b>	<b>\$2,001,032</b>	<b>(\$44,558)</b>	<b>-2%</b>
<b>Operating Surplus/Deficit</b>	<b>\$30,368</b>	<b>\$9,747</b>	<b>\$0</b>	<b>\$9,900</b>	<b>\$0</b>		
<b>Non-operating DRAW &amp; Expense</b>	<b>(\$10,436)</b>	<b>\$25,018</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$57,500</b>	<b>\$2,500</b>	<b>5%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,019,094</b>	<b>\$2,069,687</b>	<b>\$2,100,590</b>	<b>\$2,018,349</b>	<b>\$2,058,532</b>	<b>(\$42,058)</b>	<b>-2%</b>

Budget Detail: EXHIBITS # 7-8  
&  
Staffing Detail: EXHIBITS S1-S5



# Proposed 2021 Operating Budget:

## Congregational Dev. & Mission Partnership (Exhibit #7)

	2019 Final	2020 Budget	2020 YEE	2021 Budget	Change vs. '20 Budget	(%)	Notes vs. 1st DRAFT
<i>Unallocated CDP Grants</i>		\$136,250	\$550	\$38,600	(\$97,650)	-72%	<i>Unallocated/NEW Grants</i>
2 Saints Rochester - CDG	\$21,000	\$15,000	\$15,000	\$30,000	\$15,000	100%	
St. George's, Hilton 2012 CDG	\$18,000		\$18,000	\$30,000	\$30,000		
St. John's, Catharine CDP	\$10,325		\$16,500	\$25,000	\$25,000		
Corning Christ Church CDP			\$11,200	\$22,400	\$22,400		
Epiphany, Gates CDP	\$35,000	\$30,000	\$30,000	\$22,000	(\$8,000)	-27%	
Addison Church of the Redeemer CDP			\$7,000	\$20,000	\$20,000		
St. Luke's, Brockport CDG	\$10,000		\$16,000	\$15,000	\$15,000		
St. John's Honeoye Falls - CDG	\$15,000	\$21,000	\$21,000	\$15,000	(\$6,000)	-29%	
Grace, Scottsville CDP	\$6,250		\$15,000	\$15,000	\$15,000		
Geneseo, St. Michael's CDG	\$28,000	\$21,000	\$21,000	\$15,000	(\$6,000)	-29%	
South Wedge Mission CDP	\$19,000		\$17,000	\$15,000	\$15,000		
St. James, Watkins Glen CDP	\$8,500		\$16,500	\$12,000	\$12,000		
St. John's, Sodus CDG	\$27,000	\$23,000	\$23,000	\$12,000	(\$11,000)	-48%	
St. Andrew's, Caledonia CDP	\$2,500		\$8,000	\$12,000	\$12,000		
Zion, Avon CDP	\$15,000	\$9,000	\$9,000	\$6,000	(\$3,000)	-33%	
Christ Church Rochester CDG	\$17,000	\$17,000	\$15,000		(\$17,000)	-100%	<i>Funded in 2020</i>
St. Mark's & St. John's, Rochester CDG	\$10,000		\$15,000		\$0		<i>Funded in 2020</i>
Ascension Rochester, CDG	\$15,000	\$10,000	\$7,500		(\$10,000)	-100%	<i>TBD</i>
St. Peter's, Henrietta 2012 CDG	\$4,000				\$0		<i>TBD</i>
Clifton Springs, CDG	\$8,333				\$0		
<b>Congregational Development</b>	<b>\$269,908</b>	<b>\$282,250</b>	<b>\$282,250</b>	<b>\$305,000</b>	<b>\$22,750</b>	<b>8%</b>	
<i>Other Grants - Pandemic Response</i>		\$15,000	\$11,600	\$25,875	\$10,875	73%	<i>New grants Q1 2021</i>
Monroe District Grants	\$4,000	\$5,000	\$5,000	\$5,000	\$0	0%	
Northeast District Grants	\$4,000	\$5,000	\$5,000	\$5,000	\$0	0%	
Rochester District Grants	\$4,000	\$5,000	\$5,000	\$5,000	\$0	0%	
Southeast District Grants	\$4,000	\$5,000	\$5,000	\$5,000	\$0	0%	
Southwest District Grants	\$4,000	\$5,000	\$5,000	\$5,000	\$0	0%	
Global Mission - Sustainable Develop.	\$15,000	\$15,000	\$10,850	\$15,000	\$0	0%	<i>2020 / Meal &amp; More</i>
<b>Mission Partnerships</b>	<b>\$163,880</b>	<b>\$177,150</b>	<b>\$176,400</b>	<b>\$168,000</b>	<b>(\$9,150)</b>	<b>-5%</b>	

# Proposed 2021 Operating Budget: Mission Partnership (Continued)

	2019 Final	2020 Budget	2020 YEE	2021 Budget	Change vs. '20 Budget	(%)	Notes vs. 1st DRAFT
St. Mark's & St. John's EDEN Harvest food shelf		\$3,000	\$3,000	\$5,000	\$2,000	67%	Parish Grant
Scottsville, Industry - Supplies/Support				\$4,675	\$4,675		Parish Grant
Geneseo, Upper So. St. Senior Meals				\$3,600	\$3,600		Parish Grant
St. Peter's-Geneva Neighbor's Night	\$3,750	\$3,750	\$3,750	\$3,400	(\$350)	-9%	Parish Grant
St. Mark's & St. John's Kids Club	\$3,000			\$2,500	\$2,500		Parish Grant
St. Luke & St. Simon - Jazz Vespers	\$3,450	\$4,000	\$1,000	\$2,500	(\$1,500)	-38%	Parish Grant
Clifton Springs - Coat Giveaway	\$800	\$800	\$800	\$800	\$0	0%	Parish Grant
Episcopal Senior Life - CHAPLAINCY	\$8,000	\$8,000	\$8,000	\$8,000	\$0	0%	Outside Partner Grant
REACH Advocacy		\$8,000	\$8,000	\$8,000	\$0	0%	Outside Partner Grant
Family Promise of Ontario Cty		\$7,600	\$7,600	\$8,000	\$400	5%	Outside Partner Grant
Summer LEAP (GRSLA)	\$7,200	\$7,200	\$7,200	\$7,200	\$0	0%	Outside Partner Grant
Campaign D Inc.				\$7,200	\$7,200		Outside Partner Grant
Sew Green	\$8,000	\$8,000	\$8,000	\$6,800	(\$1,200)	-15%	Outside Partner Grant
Family Promise Wayne County				\$6,000	\$6,000		Outside Partner Grant
RAIHN	\$3,750	\$5,000	\$5,000	\$5,000	\$0	0%	Outside Partner Grant
RMM - Justice for Farmworkers	\$5,000	\$5,000	\$5,000	\$5,000	\$0	0%	Outside Partner Grant
Cameron Community Ministries -	\$3,750	\$3,500	\$3,500	\$5,000	\$1,500	43%	Outside Partner Grant
Literacy Volunteers - Yates/Ontario	\$3,750	\$4,750	\$4,750	\$4,500	(\$250)	-5%	Outside Partner Grant
Genesee Area Campus Ministry - CHAPLAINCY	\$3,750	\$3,500	\$3,500	\$3,500	\$0	0%	Outside Partner Grant
Greater Rochester Comm. of Churches	\$1,875	\$2,000	\$2,000	\$2,000	\$0	0%	Outside Partner Grant
St. Peter's, Geneva Arts Academy	\$3,750	\$3,000	\$3,000	\$1,500	(\$1,500)	-50%	Outside Partner Grant
Bishop Sheen Ecumenical Housing	\$3,750	\$2,500	\$2,500	\$1,250	(\$1,250)	-50%	Outside Partner Grant
Meal and More	\$3,750	\$3,500	\$7,650	\$350	(\$3,150)	-90%	Outside Partner Grant
RESOLVE of Rochester	\$4,750	\$4,500	\$9,250	\$250	(\$4,250)	-94%	Outside Partner Grant
Catholic Charities of Steuben, Bath	\$3,750	\$3,500	\$6,900	\$100	(\$3,400)	-97%	Outside Partner Grant
Gleaner's Kitchen, Canandaigua		\$4,750	\$4,750		(\$4,750)	-100%	Outside Partner Grant 2020
Hands of Hope	\$3,250	\$3,900	\$3,900		(\$3,900)	-100%	Outside Partner Grant 2020
Lutheran/Episcopal RIT - CHAPLAINCY	\$2,500	\$2,500	\$2,500		(\$2,500)	-100%	Outside Partner Grant 2020
Destination Hope & Friendship, Bloomfield	\$950	\$1,000	\$1,000		(\$1,000)	-100%	Outside Partner Grant 2020
SWEM Community Services	\$750				\$0		Outside Partner Grant 2019
KidStart Children's Services, Dansville	\$1,000				\$0		Outside Partner Grant 2019

# Proposed 2021 Operating Budget: Mission Partnership (Continued)

	2019 Final	2020 Budget	2020 YEE	2021 Budget	Change vs. '20 Budget (%)	Notes vs. 1st DRAFT
Savona - The Shepherd's Cupboard	\$5,000	\$5,000	\$5,000		(\$5,000) -100%	Parish Grant 2020
St. Mark's & St. John's - Farm Stand	\$5,000	\$3,200	\$3,200		(\$3,200) -100%	Parish Grant 2020
Brockport, Harvest Kitchen		\$3,000	\$1,500		(\$3,000) -100%	Parish Grant 2020
St. John's, Sodus - Cooking Class		\$1,500	\$1,500		(\$1,500) -100%	Parish Grant 2020
Bloomfield - Peter's Place	\$1,900	\$1,500	\$1,500		(\$1,500) -100%	Parish Grant 2020
Ascension, Rochester Care Closet		\$1,000	\$1,000		(\$1,000) -100%	Parish Grant 2020
Ascension, Rochester - Art @ Ascension		\$2,000	\$1,000		(\$2,000) -100%	Parish Grant 2020
Dansville, HOPE	\$950	\$1,000	\$1,000		(\$1,000) -100%	Parish Grant 2020
Dansville, Spiritual Dev. Ctr.		\$500	\$500		(\$500) -100%	Parish Grant 2020
Clifton Springs - Party in Bag	\$200	\$200	\$200		(\$200) -100%	Parish Grant 2020
Palmyra, Grace House	\$7,600				\$0	Parish Grant 2019
Webster - Lego Love	\$5,000				\$0	Parish Grant 2019
St. Paul's, Roch. - Adopt a Classroom	\$3,750				\$0	Parish Grant 2019
Canandaigua, Storybook Prison Ministry	\$3,200				\$0	Parish Grant 2019
Sodus, Inclusive Sundays/hearing impaired	\$2,850				\$0	Parish Grant 2019
Bath, Community Garden	\$2,500				\$0	Parish Grant 2019
Hornell, SaturJam Mass	\$2,125				\$0	Parish Grant 2019
Trinity, Geneva - Academic Achievement	\$2,100				\$0	Parish Grant 2019
Avon, Martha's Kitchen	\$1,530				\$0	Parish Grant 2019
Henrietta - Storybook Project	\$900				\$0	Parish Grant 2019
<b>Mission Partnerships</b>	<b>\$163,880</b>	<b>\$177,150</b>	<b>\$176,400</b>	<b>\$168,000</b>	<b>(\$9,150) -5%</b>	

# Proposed 2021 Operating Budget: (Exhibit #8)

## D&FMS, Leadership Development & Health Benefits

	2019 Final	2020 Budget	2020 YEE	2021 Budget	Change vs. '20 Budget	(%)	Notes vs. 1st DRAFT
<b>D&amp;FMS Contribution</b>	<b>\$269,150</b>	<b>\$287,814</b>	<b>\$287,814</b>	<b>\$286,522</b>	<b>(\$1,292)</b>	<b>0%</b>	
Diocesan Deans/Deacon Coord. - Stipends	\$21,250	\$73,800	\$73,800	\$76,000	\$2,200	3%	Est. + 3% increase
Diocesan Deans/Deacon Coord. - Benefits	\$3,825	\$26,600	\$26,600	\$27,400	\$800	3%	Est. + 3% increase
Diocesan Deans/Deacon Coord. - Expenses		\$0	\$4,000	\$4,000	\$4,000		moved from: Workshops
Deaf Ministry - Salary	\$52,000	\$53,250	\$53,250	\$54,500	\$1,250	2%	Est. + 2% increase
Deaf Ministry - Benefits	\$25,330	\$26,000	\$26,000	\$26,500	\$500	2%	Est. + 2% increase
Deaf Ministry - Expense	\$1,752	\$7,750	\$3,000	\$6,000	(\$1,750)	-23%	Estimate
Deaf Ministry - Interpreters	\$5,000	\$5,000	\$0	\$5,000	\$0	0%	
CCD - Trainers/Coord.	\$32,662	\$35,000	\$25,000	\$30,000	(\$5,000)	-14%	Online programs
CCD - Program / Christian Formation	(\$2,601)	\$10,000	\$0	\$2,500	(\$7,500)	-75%	Online programs
Workshops, Programs & Events	\$14,856	\$23,000	\$8,000	\$10,000	(\$13,000)	-57%	Online programs
Colgate Rochester Crozer Divinity School	\$7,500	\$10,000	\$10,000	\$10,000	\$0	0%	
Educational Grants	\$4,953	\$7,500	\$15,000	\$7,500	\$0	0%	
C.P.E. Programs	\$3,000	\$3,000	\$3,000	\$6,000	\$3,000	100%	Crossroads of Caring -TBD
Youth Programs & Events	\$2,441	\$10,000	\$3,000	\$5,000	(\$5,000)	-50%	Estimate
Consulting - Cong. Health & Vitality	\$1,000	\$12,000	\$4,000	\$4,000	(\$8,000)	-67%	Estimate
COM: Operating expenses	\$3,789	\$3,500	\$3,500	\$3,500	\$0	0%	
COM: Continuing Education Grants	\$2,000	\$3,000	\$3,000	\$3,000	\$0	0%	
Interfaith & Ecumenical Relations: Stipend	\$2,950	\$2,950	\$2,950	\$2,950	\$0	0%	
Stewardship Training/Programs	\$1,000	\$3,000	\$2,000	\$2,000	(\$1,000)	-33%	3-YR Avg.
St. Paul's/Diocesan Education Series	\$2,500	\$2,500	\$1,500	\$1,500	(\$1,000)	-40%	Online programs
Interfaith & Ecumenical Programs	\$1,112	\$3,000	\$1,000	\$1,000	(\$2,000)	-67%	3-YR Avg.
<b>Leadership Development</b>	<b>\$186,319</b>	<b>\$320,850</b>	<b>\$268,600</b>	<b>\$288,350</b>	<b>(\$32,500)</b>	<b>-10%</b>	
Retiree Insurance Premiums	\$451	\$3,000	\$1,500	\$0	(\$3,000)	-100%	Moved: Non-Op. Exp.
Retiree Health Reimbursement Account	\$55,275		\$0	\$0	\$0		Moved: Non-Op. Exp.
<b>Health Benefits</b>	<b>\$55,726</b>	<b>\$3,000</b>	<b>\$1,500</b>	<b>\$0</b>	<b>(\$3,000)</b>	<b>-100%</b>	

# Proposed 2021 Operating Budget: (Exhibit #9)

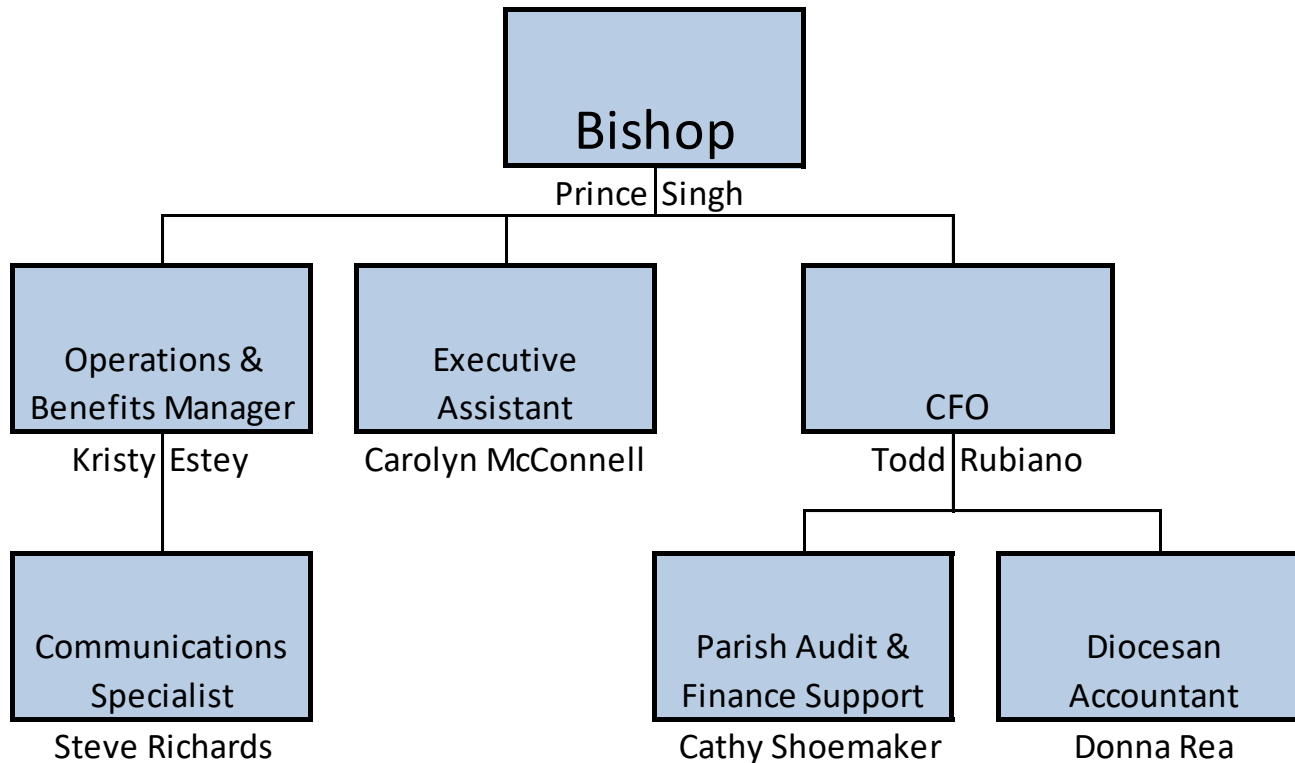
## Governance, Staff & Office Expense

	2019 Final	2020 Budget	2020 YEE	2021 Budget	Change vs. '20 Budget	(%)	Notes vs. 1st DRAFT
District Deans Stipends	\$23,397	\$29,500	\$29,500	\$29,500	\$0	0%	
Diocesan Audit and Fiscal Manual	\$13,400	\$17,500	\$17,500	\$14,000	(\$3,500)	-20%	No parish audits > \$500K
Legal & Professional Fees	\$50,770	\$17,000	\$32,136	\$12,000	(\$5,000)	-29%	Est. ~ 2020
Misc.: Memberships & Sponsorships	\$3,425	\$2,500	\$2,500	\$2,500	\$0	0%	
Diocesan Convention	\$11,922	\$10,000	\$2,000	\$2,000	(\$8,000)	-80%	Move to online
Prison Ministry Committee	\$1,053	\$1,500	\$1,500	\$1,500	\$0	0%	
Committee on RRH&J	\$669	\$1,000	\$1,000	\$1,000	\$0	0%	
Province II Assessment/Synod	\$3,350	\$3,350	\$3,350	\$1,000	(\$2,350)	-70%	Online - TBD
Deputies to General Convention		\$0	\$0	\$1,000	\$1,000		Online - TBD
Committee for Gay Ministry	\$951	\$500	\$500	\$500	\$0	0%	
Public Policy Committee		\$500	\$500	\$500	\$0	0%	
Diocesan Council	\$390	\$500	\$500	\$500	\$0	0%	
Standing Committee	\$154	\$500	\$500	\$500	\$0	0%	
Trustees & HR	\$464	\$500	\$200	\$500	\$0	0%	
Lambeth Conference		\$7,500	\$0	\$0	(\$7,500)	-100%	Not attending
<b>Governance</b>	<b>\$109,945</b>	<b>\$92,350</b>	<b>\$91,686</b>	<b>\$67,000</b>	<b>(\$25,350)</b>	<b>-27%</b>	
<i>Diocesan Staff - Salaries</i>	\$615,408	\$554,526	\$548,564	\$564,160	\$9,634	2%	Est. + 3% increase
<i>Diocesan Staff - Benefits</i>	\$238,273	\$218,900	\$216,035	\$224,200	\$5,300	2%	Est. + 3% increase
<i>Diocesan Staff - Expense</i>	\$43,702	\$18,750	\$6,500	\$8,800	(\$9,950)	-53%	Reduced travel
<b>Diocesan Staff</b>	<b>\$897,383</b>	<b>\$792,176</b>	<b>\$771,099</b>	<b>\$797,160</b>	<b>\$4,984</b>	<b>1%</b>	
Telecommunications	\$4,449	\$3,500	\$3,000	\$3,000	(\$500)	-14%	Lower phone costs
Office Expense	\$44,187	\$46,000	\$40,000	\$42,000	(\$4,000)	-9%	Lower hospitality/cleaning
Electronic Maintenance & Lease	\$30,049	\$25,000	\$28,000	\$28,000	\$3,000	12%	Recent estimate
Diocesan Insurance	\$13,337	\$14,000	\$12,000	\$15,000	\$1,000	7%	Increases in liability
Communications /Public Relations	\$336	\$1,500	\$1,000	\$1,000	(\$500)	-33%	Recent estimate
<b>Office Expense</b>	<b>\$92,358</b>	<b>\$90,000</b>	<b>\$84,000</b>	<b>\$89,000</b>	<b>(\$1,000)</b>	<b>-1%</b>	

# Proposed 2021 Staffing

## Diocesan Staff Roles

(Exhibit S-1)



There are (6) full time, lay staff roles that support the Bishop, Clergy and Lay Leadership across the Diocese.

# Proposed 2021 Staffing

## Diocesan Salary Ranges (Exhibit S-2)

POSITION ( * includes SECA allowance):	HC	SALARY RANGE (FT)		
		Min.	Midpoint	Max.
<i>Bishop *</i>	1.0	125,000	<b>150,000</b>	175,000
<i>Rector/Priest in Charge (ASA &gt; 400) *</i>	0.0	108,382	<b>135,478</b>	162,573
<i>Rector/Priest in Charge (ASA 225-400) *</i>	1.0	94,546	<b>118,183</b>	141,819
<i>Rector/Priest in Charge (ASA 141-224) *</i>	5.0	80,710	<b>100,888</b>	121,065
<i>Rector/Priest in Charge (ASA 75-140) *</i>	4.0	66,874	<b>83,593</b>	100,311
<i>Rector/Priest in Charge (ASA &lt; 75) *</i>	20.0	53,038	<b>66,298</b>	79,557
<i>Other Priests (Asst., Chaplain, etc.)</i>	4.0		<i>n/a</i>	
	<b>34.0</b>			
Chief Financial Officer, CFO	1.0	73,600	<b>92,000</b>	110,400
Diocesan Operations & Benefits Manager	1.0	52,000	<b>65,000</b>	78,000
Parish Audit & Finance	1.0	48,000	<b>60,000</b>	72,000
Diocesan Accountant	1.0	44,000	<b>55,000</b>	66,000
Communications Specialist	1.0	42,000	<b>52,500</b>	63,000
Executive Assistant	1.0	31,200	<b>41,600</b>	52,000

Salary ranges are established for all Diocesan positions based on current market compensation data. \* Clergy positions are based on Total Assessable Compensation (TAC) and include SECA allowance.

# Proposed 2021 Staffing

## Diocesan Staff: Total Compensation (Exhibit S-3)

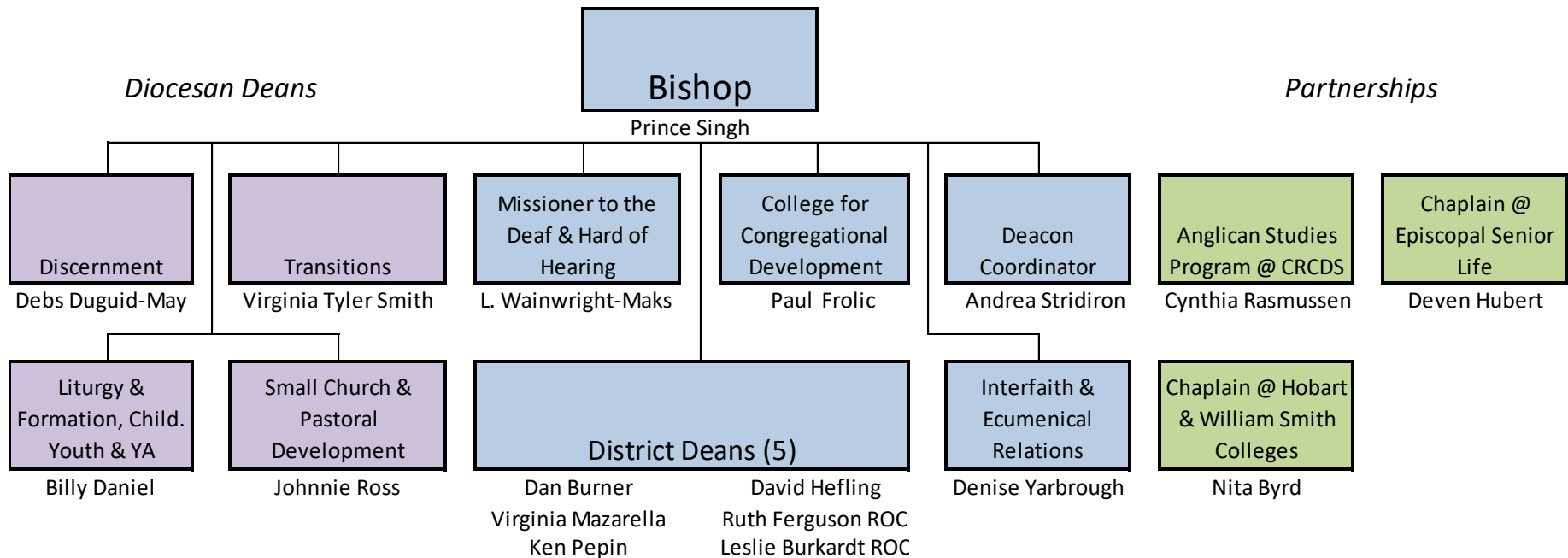
POSITION (* includes SECA)	HC	2021 TOTAL	Expense Reimbursement
<i>Bishop *</i>	1.0	\$204,040	\$4,000
Chief Financial Officer, CFO	1.0	\$144,780	\$800
Diocesan Operations & Benefits Manager	1.0	\$88,580	\$800
Parish Audit & Finance	1.0	\$85,560	\$800
Diocesan Accountant	1.0	\$67,900	\$800
Communications Specialist	1.0	\$99,600	\$800
Executive Assistant	1.0	\$80,404	\$800
<b>TOTAL Compensation:</b>	<b>7.0</b>	<b>\$770,864</b>	<b>\$8,800</b>
<i>Pool for potential salary increases (eff. 01/01/21)</i>		\$16,496	
Expense Reimbursement		\$8,800	
NYS Payroll Insurance		\$1,000	
<b>TOTAL Diocesan Staff Budget</b>		<b>\$797,160</b>	

- **Total Compensation includes:** Salary, Housing, \*SECA, FICA, pension contributions, car allowance (bishop), life, disability & health insurance.
- **Reimbursed expenses include:** Travel, continuing education, sabbatical, etc.
- Pool for salary increases: 3.0 % (01/01/21)



# Proposed 2021 Staffing

## Diocesan Clergy Leadership Roles (Exhibit S-4)



Four PT Diocesan Dean roles help expand the breadth of skills and diverse experiences needed to focus on key initiatives and critical responsibilities, in a flexible structure, that provides ongoing leadership development opportunities for talented clergy leaders within our diocese.

# 2021 Staffing

## Diocesan Clergy Leadership Roles (Exhibit S-5)

POSITION (* includes SECA)	HC	7/1/2020 Salary/Stipend	All other Compensation	Total (Individual)	2021 TOTAL
<i>Diocesan Dean - Small Church &amp; Pastoral Dev.*</i>	1.0	\$35,000	\$6,300	\$41,300	\$41,300
<i>Diocesan Dean (all other)*</i>	3.0	\$15,000	\$2,700	\$17,700	\$53,100
<i>Director, College for Congregational Development*</i>	1.0	\$15,000	\$2,700	\$17,700	\$17,700
<i>Deacon Coordinator*</i>	1.0	\$5,000	\$900	\$5,900	\$5,900
<i>District Deans*</i>	5.0	\$5,000	\$900	\$5,900	\$29,500
<i>Ecumenical and Interfaith Relations*</i>	1.0	\$2,500	\$450	\$2,950	\$2,950
	<b>12.0</b>				<b>\$150,450</b>

All part time, stipendiary clergy roles are categorized under *Leadership Development* expenses, except for District Dean roles, which are part of our *Diocesan Governance* expense.

Additional slides from  
1<sup>st</sup> DRAFT Budget Presentation  
(08/12/20)

# Budgetary Role of Diocesan Council

## **Delegates to Diocesan Convention elect Council members to:**

- Establish Apportionment
- Develop the annual Operating Budget
- Oversee expenditures and receipts

*Council is chaired by the Bishop, and an elected Vice-Chair, and supported by Diocesan Staff, Treasurers & Chancellors*

## **Committees of Council:**

- Congregational Development Partnership (CDP)
- Mission Partnership Committee (MPC)
- *Budget Committee*

# Budget Committee of Diocesan Council

## Members:

- Adwoa Boateng, Christ Church, Rochester
- Troy Preston, Chair, Rector of Christ Church, Corning
- Buz Stewart, St. John's, Wellsville
- Julie Syracuse, Vice Chair of Council, St. John's, Sodus
- Bob Wilcox, St. Michael's, Geneseo
- *Terry Butwid, Treasurer of the Diocese*
- *Donna Rea, Diocesan Accountant*
- *Todd Rubiano, CFO*

## Role:

- Monitor, analyze and recommend apportionment and budget plans to Council that are aligned with our Diocesan Mission and areas of focus.

# 2021 Budget: **Process**

**JAN** - Review preliminary 2019 results. Begin to consider budget topics/issues for 2021 and review process.

**FEB** - Review 2019 results, any changes for 2020 & 3-YR baseline budget projections (2021 – 2023). Committees & staff begin developing 2021 budgets (CDPC, MPC, Budget & Others).

**MAR** – Trustees preliminary approval of 2021 draw *(3/21/20)* .  
Begin review of Apportionment and discuss spending priorities.

**APR** - Review Q1 performance. *Consider impact of COVID-19 with appropriate actions to address financial impact on churches.*

**MAY** – *Revise Income and expense plans for 2020. Revise 2021 Budget timeline/communication plan and distribute to delegates.*

# 2021 Budget: **Process**

**JUN** – Finalize 2021 apportionment vs. spending priorities. Joint Steering meeting with Trustees (06/23/20).

**JUL** -Approve 1st DRAFT 2021 budget, apportionment & communications plan (7/21/20).

**AUG** - Publish 1<sup>st</sup> DRAFT budget (7/28/20) and gather feedback via online forum (8/12/20).

**SEP** – Review feedback, integrate changes & approve PROPOSED 2021 Budget (9/15/20).

- Pre-Convention Meeting: online gathering (09/22/20).

**OCT** - Present budget at online Convention (10/31/20)