

**DIOCESE OF PHILADELPHIA AND EASTERN PENNSYLVANIA  
PROPOSED 2017 BUDGET**

This document presents the Proposed 2017 Budget for the Diocese of Philadelphia and Eastern Pennsylvania.

As shown in the below Budget Summary, based on current income projections, primarily from parish support commitments, the proposed budget is basically a balanced budget (a deficit of only \$3) at this time. It should be noted that the final budget can change, depending on final parish support commitments approved at the annual meetings, a majority of which are held in January and February. Any shortfall or surplus will be addressed by the Diocesan Council, once final parish support amounts are determined.

<b>DIOCESE OF PHILADELPHIA AND EASTERN PENNSYLVANIA 2017 PROPOSED BUDGET SUMMARY</b>	
\$421,913	Total Income
-\$159,783	2017 OCA Assessment
\$262,130	Total Available for Diocesan Use
-\$262,133	Diocesan Budget Needs
-\$3	Surplus / Deficit

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61000 Administrative Salaries and Exp	2016 Budget	2017 Budget	Difference 2017 to 2016	Exempt Amount
61100 Bishop Salary	48000	50400	2400	0
61150 Bishop Pension	9240	9600	360	0
61175 Bishop Health Insurance	11232	15000	3768	0
61190 Bishop Payroll Tax	2000	2000	0	0
62000 Bishop Travel	7000	4000	-3000	0
63000 Chancellor Salary	3600	3600	0	0
63150 Chancellor Social Security	562	0	-562	0
63200 Treasurer Salary	3600	0	-3600	0
63250 Treasurer Social Security	540	0	-540	0
63255 Bishop Assistant - Subdeacon	4200	5500	1300	0
63275 Dean Travel Allowance	7200	10800	3600	0
63500 Administrative Asst to Bishop	15600	15600	0	0
63501 Assistant for Communication	5600	5600	0	0
63502 Financial Secretary		3600	3600	0
<b>TOTAL 61000 Administrative Salaries and Exp</b>	<b>118374</b>	<b>125700</b>	<b>7326</b>	<b>0</b>
64000 Diocesan Departments	2016 Budget	2017 Budget	Difference 2017 to 2016	Exempt Amount
64050 Diocesan Council	500	500	0	0
64150 Diocesan Magazine	4000	4000	0	0
64250 Christian Education and Youth	5000	5000	0	0
64250 Special Celebrations	1000	1000	0	0
64360 Seminary Scholarship	2000	2000	0	2000
64450 Clergy Assistance Program	4000	4000	0	4000
64500 Continuing Clergy Education	6000	6000	0	0
<b>TOTAL 64000 Diocesan Departments</b>	<b>22500</b>	<b>22500</b>	<b>0</b>	<b>6000</b>
67000 Diocesan Programs	2016 Budget	2017 Budget	Difference 2017 to 2016	Exempt Amount
67100 Missionary	20100	25700	5600	25700
67200 Charity	3000	3000	0	3000
67400 Diocesan Assembly	5000	5000	0	0
67500 Parish Assistance	5400	2500	-2900	2500
67600 Camp Scholarship Fund	1000	1000	0	1000
<b>TOTAL 67000 Diocesan Programs</b>	<b>34500</b>	<b>37200</b>	<b>2700</b>	<b>32200</b>
62100 Contract Services	2016 Budget	2017 Budget	Difference 2017 to 2016	Exempt Amount
62140 Legal Fees	10000	5000	-5000	0
62151 Parish Priest Salary and Pension	32300	32300	0	0
<b>TOTAL 62100 Contract Services</b>	<b>42300</b>	<b>37300</b>	<b>-5000</b>	<b>0</b>

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	2016 Budget	2017 Budget	Difference 2017 to 2016	Exempt Amount
68000 Diocesan Center				
68100 Utilites	4500	2100	-2400	0
68150 Propane	0	2400	2400	0
68230 Center Maintainence	2500	8000	5500	0
68250 Insurance	6000	6500	500	0
<b>TOTAL 68000 Diocesan Center</b>	<b>13000</b>	<b>19000</b>	<b>6000</b>	<b>0</b>
65000 Operations				
65010 Books, Subscriptions, Reference		2000	2000	0
65020 Postage, Mailing Service		800	800	0
65030 Printing and Copying		100	100	0
65040 Supplies	2000	1000	-1000	0
65050 Telephone, Telecommunications	1500	1500	0	0
<b>TOTAL 65000 Operations</b>	<b>3500</b>	<b>5400</b>	<b>1900</b>	<b>0</b>
Other Expenses				
66100 Health Insurance Administrator	1200	1200	0	0
Bishop's Moving Expenses	5300	0	-5300	0
<b>TOTAL Other Expenses</b>	<b>6500</b>	<b>1200</b>	<b>-5300</b>	<b>0</b>
New Considerations				
Lilly Fund Matching	8333	8333	0	8333
Auto Depreciation	5000	4300	-700	0
Technology	1200	1200	0	0
<b>TOTAL New Considerations</b>	<b>14533</b>	<b>13833</b>	<b>-700</b>	<b>8333</b>
<b>GRAND TOTAL</b>	<b>255207</b>	<b>262133</b>	<b>6926</b>	<b>46533</b>

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SUMMARY OF EXPENSE CATEGORY CHANGES**

1. **Bishop salary** increased by \$2,400 to reflect a 5% raise proposed by the Diocesan Council
2. **Bishop pension** increased by \$360 to cover proposed Bishop salary increase
3. **Bishop health insurance** increased by \$3,768 to \$15,000 per year. Premium started at \$2,931 per quarter in 2016 and ended at \$3,456 per quarter. The projected increase is based on \$3500 for quarters 1 and 2 and \$4,000 for quarters 3 and 4.
4. **Bishop Travel expenses** decreased by \$3,000 since the Bishop's monthly expense accounts are now being distributed to actual expenditure category (e.g. Postage, Diocesan Center, etc.) instead of all expenses being charged to this account.
5. **Chancellor Social Security** decreased by \$562 based on notes from last year's budget preparation that this payment would no longer be made.
6. **Treasurer Salary** decreased by \$3,600. Treasurer does not wish to be paid; rather money be used to fund Financial Secretary position.
7. **Treasurer Social Security** decreased by \$540 for same reason as Chancellor's social security decrease
8. **Bishop Assistant – Subdeacon** increased by \$1,300 to reflect historical expenditures for this category
9. **Dean Travel Allowance** increased by \$3,600 to reflect a raise of \$100 per month for each Dean proposed by the Diocesan Council
10. **Financial Secretary** – added \$3,600 to cover projected expenditures for new position; offset by decrease in Treasurer salary
11. **Missionary** increased by \$5,600 based on the Diocesan Council's planned focus on mission efforts in the upcoming year.
12. **Parish Assistance** decreased by \$2,900 since no requests were received in 2016. This money was moved to help cover Missionary increase. \$2,500 was left in budget with the hope that parishes in need would take advantage of this assistance
13. **Legal Fees** decreased by \$5,000 because of the prolonged action resolving the Diocesan property situation. Diocesan Council realizes that these funds may have to be re-established if action picks back up.
14. **Utilities** decreased by \$2,400 to reflect splitting out of costs for Propane into its own expense category

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- 15. Propane** increased by \$2,400 to cover expenses now split out from the Utilities category. Note that the changes to the Utilities and Propane categories offset each other.
- 16. Center Maintenance** increased by \$5,500 to better reflect historical expenditures, since some of the expenses previously charged to Bishop Travel are now correctly being charged to this category. In addition, the Diocesan Council agreed to cover a number of backlogged maintenance needs.
- 17. Insurance** increased by \$500 to cover projected policy increases.
- 18. Books, Subscriptions, Reference** increased by \$2,000 to cover expenses primarily for computer applications (Quickbooks, Citrix, Google apps like Gmail and google drive where documents are now stored and shared, Citrix, and Asana software). Some of these expenditures were previously charged to the Supplies category
- 19. Postage** increased by \$800 to cover historical expenses that were previously not budgeted for.
- 20. Printing and Copying** added \$100 to cover special printing expenses previously charged to the Supplies category
- 21. Supplies** decreased by \$1,000 since some of the expenses previously charged to this category are now being broken out to other categories (e.g. Printing and Copying, Books, Subscriptions, Reference, etc.)
- 22. Bishop's Moving Expenses** decreased by \$5,300. Moving expenses will not be budgeted for until the Diocesan Center property situation is resolved.
- 23. Auto Depreciation** decreased by \$700 to reflect actual depreciation rate.