

Definitions

Normal Income data reflects Weekend and Holy Days' Collections, Program Fees collected, Mass Stipends received, and various other sources of income and nominal donations (e.g., Flowers). For this purpose it also *includes* debt reduction and memorial campaigns, as well as net endowment earnings. However, Extraordinary Income such as ERTC tax refund and bequeathed property is *excluded* . Income is measured on a year-to-date basis in the current year, and is compared to the same period in the Budget and Last Year.

Normal Spending includes the normal direct costs of running the Parish, including Pastoral and Lay wages & benefits, DOSP administrative allocation payments, other office administration & liturgy costs, school support costs, facility costs, and various Faith Formation programs. For this analysis, routine mandatory debt service costs (i.e., Interest Expense and Debt principal payments) are included in Spending. Extra debt principal payments and other unusual items are *excluded* . Spending is measured on a year-to-date basis in the current year, and is compared to the same period in the Budget and Last Year.

Collections include Weekend & Holy Day offertories (including Christmas & Easter), as well as Debt Reduction, Capital and Memorial collections. They are displayed on a line graph that displays monthly trends on a 12-month rolling basis. High and low points in the graphs are indicated for each collection type. In addition, 12-month percentage change is shown in stoplight form.

The **Income & Spending** chart compares rolling 12-months data for Income and Spending, as defined above. Months where Income exceeds Spending reflects a positive cash flow for the associated 12-month period. Spending exceeding Income reflects a negative cash flow. In addition, actual month-end balances are noted for operating cash plus unrestricted cash to reflect the associated cash flow change on the balance sheet. Note that Extraordinary Income items and Extra Debt Repayments are displayed separately.

Operating cash in the bank is used to fund normal day-to-day operating costs, but excludes "restricted" cash that is earmarked for specific cash outlays such as required remittances to the Diocese, memorial projects, etc. Operating cash is assumed to be adequate if it equals at least \$500,000 (approximately 2 months of spending).

Unrestricted cash savings reflects cash not required for specific funding such as for normal operating expenses or other commitments. Unrestricted cash represents a cushion for emergencies or other unknown contingencies or opportunities that may arise, such as significant building repairs or extra debt repayments. For this chart, unrestricted cash is deemed adequate if it equals at least the highest 12 month period of building repairs since the 2017 opening of the new church.

The **Debt** chart compares the actual ending balance of the Parish's debt obligation to Sun Trust as compared to the monthly interest expense trend. This chart has reset the starting point as the actual Debt balance as of June 30, 2023. In addition, the year-to-date change in the debt balance is displayed in stoplight form

Debt Collections include Debt Reduction Collections plus Capital Campaign Contributions plus Cap Campaign Contributions: Memorial Fund.

Debt Service Payments equal normal required monthly Principal Payments + Interest Expense.

The **Debt Collections vs. Debt Service Payments** chart indicates the average Debt Collections per month over the past 12 months versus the routine mandatory debt service payment. When Debt Service Payments exceed Debt Collections, there is a shortfall that must generally be made up from weekend collections.