

Parish Name: _____ Parish # _____

Parish Address: _____

2023-2024 Parish Operating Budget		Actual	Actual	Actual	BUDGET
G/L #	Description	2022-2023	2023-2024	2024-2025	2025-2026
REGULAR COLLECTION- Schedule A					
601	Ordinary Offertory- Envelopes				
601-1	Christmas Offertory- Envelopes				
601-2	Easter Offertory- Envelopes				
601-3	Holy Day Offertory- Envelopes				
601-4	Spec. Coll. for Church Purpose- Envlps				
602	Ordinary Offertory- Plate				
602-1	Christmas Offertory- Plate				
602-2	Easter Offertory- Plate				
602-3	Holy Day Offertory- Plate				
602-4	Special Collection for Church Purpose- Plate				
603	Devotions				
604	Flowers / Fuel				
605					
TOTAL SCHEDULE- A					

AUXILIARY RECEIPTS- Schedule B		Actual	Actual	Actual	BUDGET
		2022-2023	2023-2024	2024-2025	2025-2026
611	Votive Shrines				
612	Prerequisite (Stole Fees)				
613	Poor Boxes				
614	St. Vincent DePaul Society				
615	CCD Dues				
616	Youth Program Dues				
617	Hope Appeal Overage				
618					
619					
620	Parish Retreat (renewal)				
621	Books, Pamphlets, Newspapers				
622	Rental Income				
623	Diocesan Newspaper				
624	Donations- Parish Societies				
625	Interest & Dividends				
625	Deposit & Loan Fund Interest				
625	Diocesan Pooling Interest				
TOTAL SCHEDULE- B					

FUNDRAISING RECEIPTS- Schedule C		Actual	Actual	Actual	BUDGET
		2022-2023	2023-2024	2024-2025	2025-2026
631	Bazaar				
632	Booster Club				
633	Bingo				
634	Bell Jar				
635	Fundraising				
636					
TOTAL SCHEDULE- C					

SALARIES EXPENSE- Schedule D

701 Clergy Pay (Salary & IRA)
 702 Stipends for Religious
 703 Office Salaries
 704 Household Salaries- Rectory
 705 Maintenance Salaries
 706 Organist- Vocalist
 707 Programatic Salary- DRE
 708 Programatic Salary
 709 Programatic Salary
 710 Programatic Salary

TOTAL SCHEDULE- D

Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026

PRIEST FRINGE BENEFITS- Schedule E

721 Clergy Business Expense
 722 Clergy Health Insurance
 723 Priest Pension Plan- IRA
 724

TOTAL SCHEDULE- E

Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026

RELIGIOUS ALLOWANCE- Schedule F

731 Health Insurance- Religious
 732 Retirement- Religious
 733 Living Allowances- Religious
 734

TOTAL SCHEDULE- F

Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026

EMPLOYEE FRINGE BENEFITS- Schedule G

741 Social Security- FICA (7.65% employer share)
 742 Unemployment (.006 of 1st \$9,000)
 743 Disability (.0041 of 1st \$9,000)
 744 Worker's Compensation Insurance
 745 Health Insurance (lay employees)
 746 Pension
 747 Life Insurance
 748

TOTAL SCHEDULE- G

Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026

OFFICE EXPENSE- Schedule H

751 Postage & Mailing
 752 Telephone
 753 Printing & Stationary
 754 Copying Cost- Xerox
 755 Service Contracts- Office Equipment
 756 Office Supplies
 757 Professional Services- Legal
 758 Professional Services- Accounting
 759 Prof. Svcs.- Architect & Engineer
 760 Professional Services- Fundraising
 761 Professional Services- Payroll Processing
 765 Envelope Cost

Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026

766 Office & Computer Equipment			
767 Books & Periodicals			
768 Conferences & Workshops			
769			
770 Bank Fees & Charges			
771 Parish Gifts			
772			
TOTAL SCHEDULE- H			

PROGRAM RELATED EXPENSES- Schedule I	Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026
781 Religious Education Program				
782 Youth Programs				
783 Community Service				
784 Parish Life & Worship				
785 Human Development				
786 Formation for Ministry				
787 Parish Council				
TOTAL SCHEDULE- I				

RECTORY HOUSEHOLD- Schedule J	Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026
800 Food- Provisions				
801 Laundry				
802 Household Supplies				
803 Rubbish Removal				
804 Cable TV				
805				
TOTAL SCHEDULE- J				

BUILDING / PLANT- Schedule K	Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026
821 Church				
822 Mission Church				
823 Rectory				
824 Parish Hall				
825 Convent				
826 Grounds				
TOTAL SCHEDULE- K				

OTHER EXPENSES- Schedule L	Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026
851 Interest Expense				
853 Social Events				
854 Diocesan Newspaper				
855 Trans to School Support-				
856 Pay School Subsidy to Diocese				
857 Clerical Fund (2% of Sch A, B & C Revenue)				
859 Donations				
860 Diocese Central Admin Fee (1% Sch. A+B+C)				
TOTAL SCHEDULE- L				

OTHER CASH OUTFLOWS

Loan Principal Payments				
902 Capital Improvements				
TOTAL OTHER CASH OUTFLOWS				

SUMMARY

	Actual 2022-2023	Actual 2023-2024	Actual 2024-2025	BUDGET 2025-2026
Schedule A Income				
Schedule B Income				
Schedule C Income				
Total Income				

Schedule D Expense				
Schedule E Expense				
Schedule F Expense				
Schedule G Expense				
Schedule H Expense				
Schedule I Expense				
Schedule J Expense				
Schedule K Expense				
Schedule L Expense				
Other Cash Outflows				
Total Expense				

Total Income				
Less: Total Expense				
Budget Surplus (Deficit)				

If you budget for a deficit, please explain below how you plan to fund the operating shortfall.
