

# **Administration Seminar - 2008**

***St Columba Centre***

***May 13 - 14 2008***

# Headline Topics

- **Parish Annual Returns 2007.**
- **Planned Giving and Donations.**
- **Charities Act.**
- **Fees affordability at Catholic Schools.**
- **Diocese Financials 2007 and 2008.**

## **2007 Parish Annual Return – Headlines**

- **Mass Count – 38,057 [2007], 38,173 [2006]**
- **67 Parishes – average mass attendance 535.**
- **Receipts \$9.3m less Payments \$8.6m.**
- **Income Ratio: \$138,000/Parish : \$260/Head**
- **New reporting format – Charities Filing.**

# 2007 Annual Return – KEY FINANCIALS

<b><i>RECEIPTS :</i></b>	<b><i>\$m</i></b>	<b><i>% REC</i></b>
<b>Second Collection</b>	<b>\$5.4m</b>	<b>59%</b>
<b>Fundraising &amp; Donations</b>	<b>\$1.5m</b>	<b>16%</b>
<b>TOTAL RECEIPTS</b>	<b>\$9.3m</b>	
<b><i>PAYMENTS:</i></b>		<b><i>% PAY</i></b>
<b>Parish Salaries</b>	<b>\$1.6m</b>	<b>19%</b>
<b>Property Repairs &amp; maintenance</b>	<b>\$1.5m</b>	<b>17%</b>
<b>Property rates, utilities, insurance</b>	<b>\$1.0m</b>	<b>12%</b>
<b>TOTAL PAYMENTS</b>	<b>\$8.6m</b>	
<b>TOTAL PARISH CASH SURPLUS</b>	<b>\$0.7m</b>	

# Parish Giving and Donations

- **Charitable Donations – tax change.**
- **Planned Giving – programs & renewals.**
- **Fundraising.**
- **Donations, bequests.**
- **Building relationships with Parishioners.**

# Charitable Donations

- **Tax change from 1 April 2008.**
- **Individuals = can claim 33.3% tax rebate.**
- **Before 1 April 08, rebate cap of \$630.**
- **Companies = full deduction now available.**
- **Promote this change to your Donors.**

# Planned Support – Pat de Zoete, St Michael's Parish

# Planned Giving – Michael Petricevich, St Joseph's

## **Parish Giving – St Thomas More Parish**

- **Planned Giving “template” – see website.**
- **Research, Plan, Communicate, Follow-up.**
- **Create as a project with timelines.**
- **Well constructed Giving brochure.**
- **Keep the message regular and relevant.**

# Charities Act – Registration

- **Diocese has filed a “Group” registration.**
- **Parishes are included in the “Group”.**
- **Each Parish is a separate entity in Group.**
- **Registration maintains tax exempt status.**
- **Donee status unchanged [IRD will reconfirm].**

# **Charities Act - Annual Filing**

- **Parishes “aggregated” in annual returns.**
- **Annual Return due 30 June 2009.**
- **Parish returns due 31 March 2009.**
- **Report 1 - copy of Parish annual accounts.**
- **Report 2 – standard “Charities” template.**

# **Charities Act - Parish Reports**

- **Report 1– Income Statement, Balance Sheet.**
- **Report 2 – Staff and volunteer statistics.**
- **Report 2 – Specified items for income, expenditure, assets, liabilities.**
- **Evaluate Parish accounting capability NOW.**
- **Cash or accrual accounting accepted.**

# **Fees at Catholic Schools - Background**

- **Emerging issue of “affordability”.**
- **Attendance Dues.**
- **School Donations.**
- **Moratorium on new debt to national pool.**
- **Financial Hardship scheme.**

## **Fees at Catholic Schools – Questions for Discussion**

- **What is the Parish's role?**
- **How can Parishes help – Financially?**
- **How can Parishes help – Relational?**
- **Perceptions or awareness in your Parish?**
- **Partnerships with Parish groups?**

# Diocesan Financial Results : Consolidated

	2008 Budget	2007 Actual
<b>Operating Income:</b>		
Chancery	\$4.5m	\$4.0m
CDF	\$1.6m	\$1.5m
<b>Operating Expenses:</b>		
Chancery	\$4.8m	\$4.4m
CDF	\$1.2m	\$1.1m
<b>Operating Surplus</b>	<b>\$0.1m</b>	<b>\$0.06m</b>