First Congregational Church - FY 2020 First Quarter Spending Plan

		Comments
	July, August, September 2020	**This is a quarterly budget or three month spending plan only. Comparisons with previous quarters have been omitted due to the unprecedented nature of church functions during the pandemic. Attempting to predict *annual* expenses was judged to be too difficult since no one knows what the church or the nation will look like six to twelve months from now. It has been difficult for the Finance Committee to meet in person and review details. Still, the congregation is owed an explanation of how we are faring financially.**
Offering - Non Pledged	6,000	This estimate is based on offerings that have been received during the time the church has been closed, i.e. April, May, June 2020
Misc. Income	2,100	Again, an estimate based on gifts made for specific operating purposes during April, May and June 2020.
Oper. Income from Endow.	5,000	Last fiscal year this amount was needed in the first quarter, primarily because insurance for the entire year is paid in full during the first quarter. * See below.
Pledges	74,000	The estimated income is one quarter of the amount pledged during the stewardship campaign conducted via mail and phone calls.
TOTAL	**87,100**	

EXPENSES - PERSONNEL

		Comments
Personnel Wages	83,600	A couple times per year there are three pay periods in a month. Unfortunately, that will occur this quarter. The estimate assumes seven pay periods during the quarter for current staff with the exception of Youth Alive which will not be in session.
Payroll Taxes	6,395	Employer's portion of Social Security
Workers Comp	300	Based on payroll categories
TOTAL	**90,295**	

ADMINISTRATIVE EXPENSES		Comments
Administrative Expenses	5,100	Similar to previous periods. Copier lease, payroll servicing fees, website expenses, etc., are ongoing regardless of whether the church is closed. Some savings in office supplies and UCC dues are predicted.
TOTAL	**5,100**	

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Comments

DEPARTMENTS/COMMITTEES

			Comments
BUILDING & GROUNDS			*Insurance is paid once annually and that expense hit this quarter, making this estimate look high. However, while paying it all at once is a cash flow burden, it saves money in the long run. Otherwise, this estimate is approximately one quarter of last year's actual expenses, although supplies and utilities are not expected to be as high as the church remains closed.
		16,100	
	TOTAL	**16,100**	

			Comments
CHRISTIAN EDUCATION			There will be CE expenses this quarter, but they will be modest staffing expenses in the month of September. They are covered under Personnel Expenses above.
		-	
	TOTAL	**-**	

			Comments
CONGREGATIONAL LIFE		-	No expenses are anticipated during the quarter.
	TOTAL	**-**	

			Comments
MEMBER CARE		45	Only the ongoing cost of subscriptions is anticpated this quarter.
	TOTAL	**45**	

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		Comments
MISSIONS DEPARTMENT	**4,800**	FORMULA based on 6% of pledged + non-pledged income

		Comments
WORSHIP & MUSIC	600	There will be fees associated with special music produced for virtual services. In a typical year, quarterly expenses for this department would be near $2500.
	600	

STEWARDSHIP	-	Most of this expense appeared in the last quarter of the previous fiscal year.

Depts. + Committees	**21,545**

	July - Sept. 2020
Personnel + Administration	90,295
Departments + Committees	21,545
TOTAL EXPENSES	**111,840**
Income	**87,100**

Net	**(24,740)**	**While the projected quarterly deficit appears significant, it needs to be remembered that the extra payroll expense, while a cash flow burden, will not occur next quarter. Similarly, there will be no insurance expenses next quarter because they will have all been paid this quarter. Finally, it is projected that there is sufficient cash to cover the deficit because many members have paid - or intend to pay - their annual pledges in full during this quarter.**