

# **Diocese of Oregon Proposed Program Budget for 2022**

## **Diocesan Vision Statement**

*Gathered in the love of God in Christ and accepting of diversity, the Diocese of Oregon actively nourishes renewal and growth, cares for creation, and values the unique gifts of all as we encourage innovation to meet the needs of the 21st century church. We ground our lives in Anglican worship while connecting ourselves to the wider church and world.*

(Full statement available at: <http://www.diocese-oregon.org/mission/>)

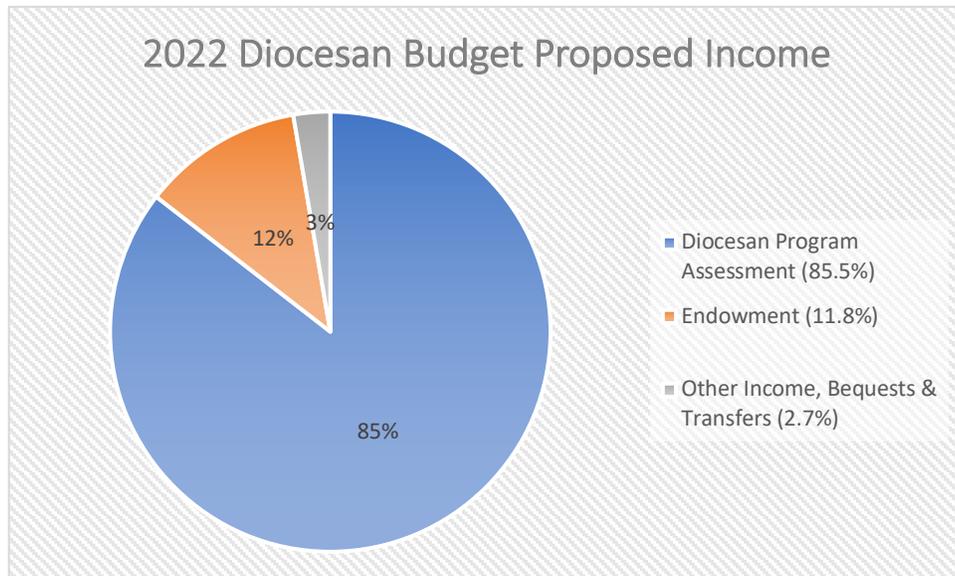
## **The Process of Budget Development and Approval**

The proposed program budget for 2022 was developed by diocesan staff and program leaders throughout the diocese. The initial draft and budget narrative were approved by Diocesan Council in June 2021 and then circulated to the Bishop and the Convocations. The budget and narrative were then revised and resubmitted to Diocesan Council for approval in September 2021. The final proposed budget and narrative are posted on the diocesan web site at least 45 days prior to the diocesan convention and are discussed and approved at the convention.

The development of the 2022 budget has been less challenging than in recent years since income (including income from DPA) and expenses have both been more predictable. The 2022 budget reflects current and best estimates.

## Line by Line Narrative of 2022 Proposed Budget

### INCOME



Note: Percentages in this pie chart have been rounded to the nearest whole number and to one decimal place in the text key to the right of the pie chart.

#### **Line 1: Diocesan Program Assessment (DPA) – \$1,864,596**

This income line is the chief operational funding source for the ministries of the diocese. The projected DPA reflects the estimated revenue following the Canonical formula, less the anticipated amount of DPA relief granted by Council, and projected non-payment by congregations.

#### **Line 2: Episcopal Endowment Fund – \$209,934**

In the 1880s (shortly after the Diocese of Oregon was established), diocesan leaders established a restricted endowment fund to support the expenses of maintaining a bishop. The compensation and expenses of the Diocesan Bishop are paid first from this endowment fund. At the recommendation of the Standing Committee and the Diocesan Investment Consultant, the Board of Trustees unanimously voted at their September 2020 meeting to fully fund the agreed upon total compensation package for the 11th Bishop of Oregon from these restricted funds, for both the 2021 and 2022 Program Budget years.

#### **Line 3: Triangle Lake Camp Endowment - \$46,463**

When the Triangle Lake Camp was sold, the proceeds were used to create an endowment, with a corpus of \$1,196,570, to fund camping ministry in the Diocese. Income from the endowment is used to partially fund the Canon for Christian Formation.

#### **Lines 4-6: Interest Income (Deposits, Mission Trust Fund, and Platt Bequest) – \$16,750**

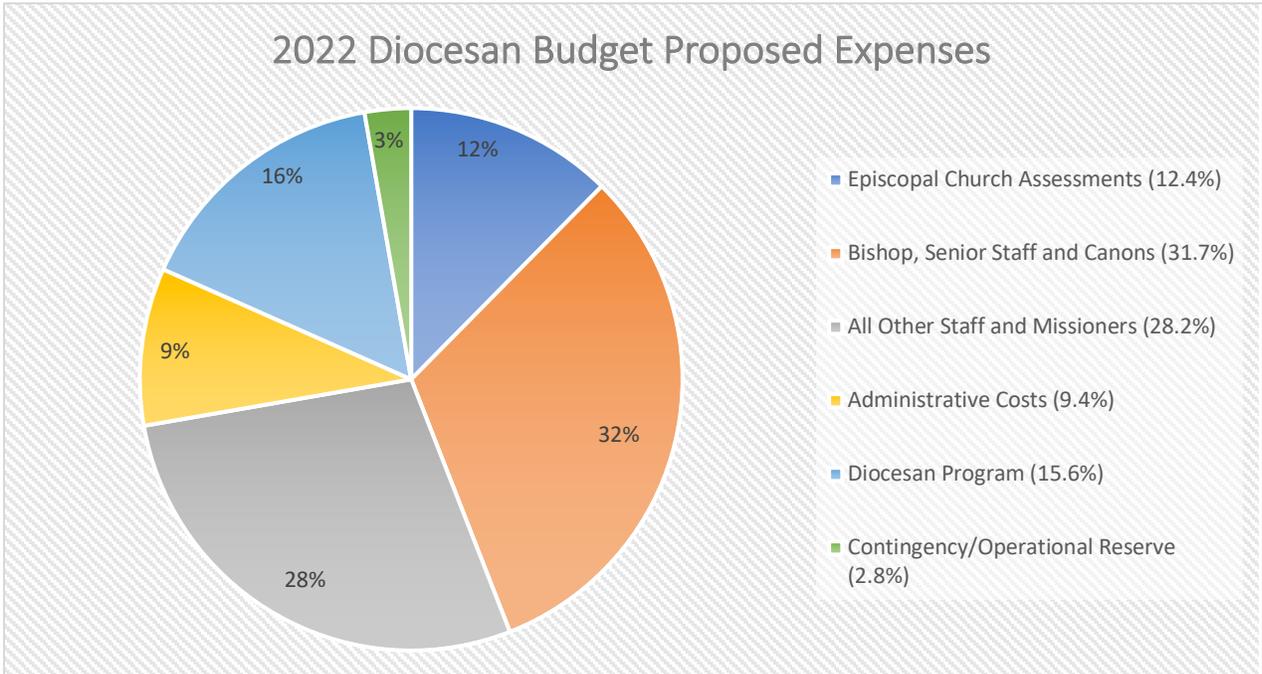
These are funds received from trusts and bequests for the use of the general program budget.

#### **Line 7: Other Income and Transfers – \$41,600**

These funds represent the \$10,000 reserves for General Convention from both the 2019 and 2020 budgets. It also includes reserve funds for a Diocesan representative to attend the ECW convention held concurrently with the General Convention. \$750 was put in reserve in 2019 and \$850 in 2020. Also included is \$20,000 awarded by the Trustees to cover attendance at the Lambeth Conference by Bishop Akiyama in 2022.

**Line 8: Total Income –\$2,179,343**

**EXPENSES**



Note: Percentages in this pie chart have been rounded to the nearest whole number and to one decimal place in the text key to the right of the pie chart.

**EPISCOPAL CHURCH ASSESSMENTS**

**Line 11: Episcopal Church Program Commitment – \$263,565**

This amount represents our assessment for the common life of the Episcopal Church. It is calculated at 15% of 2020 income above \$140,000. Please note: Since we do not yet have audited numbers for 2020, the actual assessment may change.

**Line 12: Province VIII Program Support – \$7,482**

This amount represents our contribution to the expenses of Province VIII, the collection of those Dioceses of the Episcopal Church located in the western states and Taiwan. It is calculated as 0.35% of anticipated income (Line 8).

**Line 13: Subtotal Episcopal Church Assessments - \$271,047**

## **DIOCESAN OFFICE**

### **Diocesan Staff Salary, Benefits and Expenses**

Benefits include medical, dental and life insurance, employer taxes, and pension. COLA is calculated at 3.1%. Medical benefits are calculated on an annual increase of 4.33%. Dental insurance is not expected to increase in 2022.

**Line 16: Bishop, Salary \$154,650 and Benefits \$55,284**

### **Line 17: Bishop Expenses - \$23,000**

This includes expenses related to the performance of the office of the bishop and are not paid directly to the bishop. Expenses include travel, lodging, cell phone, auto lease, conferences, and miscellaneous other expenses.

**Line 18: Canon to the Ordinary, Salary \$100,645 and Benefits \$45,584**

### **Line 19: Canon to the Ordinary Expenses - \$15,700**

This includes expenses related to the performance of the office of Canon to the Ordinary and are not paid directly to the canon. Expenses include travel, lodging, cell phone, conferences, and other miscellaneous expenses.

NOTE: Lines 18 and 19 may change somewhat in 2022 as the position of Canon to the Ordinary is being replaced by a new position, Missioner for Thriving Congregations.

**Line 20: Controller, Salary \$81,300 and Benefits \$52,222**

**Line 21: Administrator of Accounts Payable and Payroll, Salary \$59,680 and Benefits \$45,120**

**Line 22: Administrator of Accounts Receivable, Investments and Insurance, Salary \$56,837 and Benefits \$35,024**

**Line 23: Executive Assistant to the Bishop, Salary \$55,000 and Benefits \$48,727**

**Line 24: Assistant to the Canon to the Ordinary, Salary \$56,086 and Benefits \$48,912**

**Line 25: Canon for Christian Formation, Salary \$77,570 and Benefits \$16,755**

**Line 26: Communications Director, Salary \$61,860 and Benefits \$26,400**

**Line 27: Westside Missioner (.5FTE), Salary \$35,228 and Benefits \$25,160**

**Line 28: Eastside Missioner (.5FTE), Salary \$34,436 and Benefits \$25,002**

**Line 29: Canon for Latino Ministries (.5FTE), Salary \$41,897 and Benefits \$26,380**

**Line 30: Subtotal Diocesan Staff - \$1,304,460**

## **Administrative Costs**

These costs include services provided on contract, building maintenance, and expenses relating to communications and finance.

### **Line 33: Diocesan Administrative Services - \$33,941**

Includes copying, printing, hospitality and events, office supplies, postage, telephone and internet service.

### **Line 34: Diocesan IT Services- \$45,880**

Includes computer software and hardware, and professional IT services.

### **Line 35: Bishop's Close Building Expenses - \$29,373**

Includes utilities, cleaning services, and building maintenance and repair.

### **Line 36: Communications Expense - \$23,750**

Includes social media use, copying, printing, web site design and maintenance, licenses and fees, web hosting fees, supplies, postage, conferences and continuing education.

### **Line 37: Finance Department Expense - \$71,100**

Includes accounting software fees, property and liability insurance, payroll processing fees for congregations, annual audit, and continuing education and conferences.

### **Line 38: Subtotal Administrative Costs - \$204,044**

### **Line 40: Subtotal Diocesan Office (Staff and Administrative Costs) - \$1,508,504**

## **DIOCESAN PROGRAMS**

### **Line 42: Education for Ministry – \$2,000**

EfM is a theology program delivered as distance education by the School of Theology of the University of the South. Under the guidance of trained mentors, students cover the basics of a theological education in the Old and New Testaments, church history, liturgy, and theology. The Diocese of Oregon is a member, which reduces tuition for participants and offers additional training and support for mentors who lead EfM groups. This line item pays the diocesan membership fee and assists the diocesan coordinator with office expenses and participation in national coordinator training events.

### **Line 43: Commission on Liturgy and Music – \$750**

This is a Canonically required Commission. The Commission meets regularly to plan liturgies for Diocesan Convention and Clergy Conference, which bring newer resources to the attention of those attending. The Commission also sponsors liturgical ministry events to encourage members of congregations throughout the Diocese to grow in skill and enthusiasm for worship. This Commission received a three-year Episcopal Bishop of Oregon Foundation grant of \$6,500 in 2019. As of 12/20/2020 the balance was \$5,749. Workshops costing \$6,500 are expected to be held in 2022. \$750 is being asked to pay the difference between the remaining grant funds and the cost of the workshops.

**Line 44: Ministry in Christian Education & Lifelong Formation – \$2,000**

These funds will be used to send people engaged in or interested in children's ministry to trainings.

**Line 45: Required Church Trainings – \$4,350**

This line item now includes Diverse Church Training in addition to Safe Church Training. Online Safe Church courses are now the primary means of providing Safe Church training in the diocese. The online training is free to individuals and subsidized by the Church Pension Group.

The Diverse Church Training model of the Episcopal Church is designed to facilitate awareness, confession and reconciliation regarding racism, past and present. The goal of the Diocesan appointed "Engaging Racial Justice Working Group" is to develop practices that challenge (and ultimately eradicate) racism both within ourselves and in our world in order that we will become God's Beloved Community.

**Line 46: Stewardship Working Group – \$1,250**

Supports opportunities for clergy and laity to develop a theology and practice of stewardship grounded in a deeper understanding of the gifts God has given us and our call to respond with gratitude and faith. This Group received a three-year Episcopal Bishop of Oregon Foundation grant of \$6,000 in 2019. Programs in 2022 will be paid for from the grant funds, which are restricted for this purpose. In addition, this commission is requesting \$1,250 to cover membership dues in The Episcopal Network on Stewardship (TENS).

**Line 47: Youth Ministry Commission – \$9,500**

Ministry with youth is a high priority in our diocese and in the Episcopal Church. This budget item includes supplies, lodging and food costs for seven (7) diocesan youth events. This year's budget includes support for a Youth Mission Trip.

**Line 48: Cursillo Event Space – \$3,425**

Cursillo is a clergy-supported lay ministry of the Episcopal Church, designed to promote leadership within the Church. A secondary outcome is a renewal and rejuvenation of faith among those who participate. This program relies on Diocesan support to pay for space to hold a Cursillo event. The requested funds help pay for a weekend retreat facility in 2022; additional funds and scholarship assistance may be provided through increases in registration fees.

**Line 49: Congregational Vitality Support – \$1,000**

Congregational Vitality uses models from the College of Congregational Development and the skills of Diocesan Consultants to assist congregations in discerning and living into their ministry, mission, and leadership. This Commission received a three-year Episcopal Bishop of Oregon Foundation grant of \$10,600 in 2019. As of August 2021, the balance was \$10,600. Three workshops will be held in 2022 costing \$2,000 each and will be funded by the EBOF grant. \$1,000 is requested for a retreat for the Diocesan Consultants to receive training on a topic of the Bishop's choice. Funds will cover an honorarium, travel and meals for a training leader and to subsidize the cost of meals and lodging for 10 Consultants to attend the two-day training event.

**Line 50: Latino Ministry: Commission Expense – \$16,500**

Includes general operating costs associated with conducting Latino ministries.

**Line 51: Diocesan Commission and Committees Travel & Expenses – \$900**

Most of the expenses in Diocesan activities are borne by the participants or their congregations. This line item will ensure support for the participation in any Diocesan Commission or Committee meeting where additional support may be needed.

**Line 52: Diocesan Convention – \$25,475**

To cover expenses for the annual diocesan convention, assuming that this will be an in-person event and that a registration fee will be charged to partially offset these expenses.

**Line 53: Ministry in Higher Education, Oregon State University – \$40,794**

The OSU Campus Ministry has grown, allowing it to have official 'student group' status and the ability to have a stronger presence on campus. This ministry also receives significant support and involvement from the Church of the Good Samaritan in Corvallis.

**Line 54: Ministry in Higher Education, Portland Metro Episcopal Campus Ministry – \$0**

The chaplaincy position for the Portland State University campus is currently vacant. The Bishop is working to revamp the program and create a mission team. Money from the PSU Campus Ministry Reserve Fund could be made available for future programming.

**Line 55: Ministry in Higher Education, University of Oregon – \$42,300**

This ministry, located in Eugene near the UofO campus, also serves students at Lane Community College. Up to five students live in the ECM House during the school year. A student community of house residents, and any others who wish to join them, gather for weekly dinner and worship, followed by study. In addition, ECM operates a food bank open to all college students in the Eugene/Springfield area.

**Line 56: Ministry in Higher Education, Western Oregon University – \$10,000**

Western Compass Campus Ministry in Monmouth is an ecumenical ministry (Episcopal, Methodist, and Presbyterian) operating under the auspices of the Wesley Center (Methodist). The ministry is small but growing and offers vital engagement with the community through weekly dinners and outreach projects, especially in the area of suicide prevention. Diocesan support represents ~26% of the operating budget.

**Line 57: Retiree Life Insurance – \$1000**

Provides funds for life insurance policies covering retiring clergy with 20 or more years of service and retiring Diocesan Lay Staff with 10 or more years of service.

**Line 58: Retiree Medical Insurance – \$33,000**

Provides coverage for those spouses of retired clergy who have not yet reached the age of 65 at the time of the retirement of their clergy spouse. (The clergy spouse must have served 20 years or more within the diocese.) It is also for Diocesan Staff who have at least 10 years of service and retire from the Diocese of Oregon.

**Line 59: Episcopal Transition (Transfer to Reserve) – \$10,000**

A budgeting commitment to create a reserve fund for the expenses associated with the transition to the next bishop.

**Line 60: Lambeth Conference - \$15,000**

This is a new line item requested by Bishop Akiyama to enable her to attend the Lambeth Conference in the UK in 2022. This conference is attended by Anglican/Episcopal bishops from around the world. Since no funds have been set aside for the Bishop to attend, the Trustees have provided \$20,000 to cover the cost as a one-time award. This award is accounted for in Line 7 – Other Income and Transfers. Should any of the funds not be needed in 2022, the balance will be held in reserve for future Lambeth Conferences, which are held every 10 years. Going forward, \$2,000 per year will be put in reserves to cover the cost of future Lambeth Conferences.

**Line 61: General Convention Deputies – \$30,000**

Over three years, a reserve account accrues funds to assist our lay and clergy deputies (four each) and alternate deputies (one lay and one ordained) to attend the General Convention. The General Convention was scheduled to be held in 2021 but has been postponed to 2022 due to Covid. This amount includes \$10,000 reserves from both 2019 and 2020 budgets and \$10,000 from the 2022 budget.

**Line 62: Episcopal Church Women Triennial –\$2,450**

This line item allows for funds to accrue over three years for assisting our ECW representatives who attend the ECW Triennial. The General Convention was to be held in 2021, but was postponed to 2022. This amount includes reserves of \$750 from the 2019 budget and \$850 from the 2020 budget plus \$850 from the 2022 budget.

**Line 63: Diocesan Clergy Events – \$8,500**

These events are mandatory for all active clergy serving in the diocese and include the Clergy Conference and Renewal of Vows. Costs to the diocese include use of meeting space, cost of meals, as well as travel and an honorarium for a conference leader.

**Line 64: Commission on Ministry – Ordained Ministry – \$2,500**

Provides funds for the Diocesan Vocations Conference, as part of the work of the Commission on Ministry assisting individuals in discernment for Holy Orders.

**Line 65: Commission on Ministry – Baptismal Ministry – \$350**

Provides funds to fulfill canonical requirements, including an initiative for Discernment Committee Training.

**Line 66: Fresh Start for Clergy and Congregations – \$11,400**

Fresh Start is a two-year program for clergy who are entering a new ministry in the diocese, and for lay leaders in the congregations they serve.

**Line 67: Academy for Formation and Mission – \$22,111**

The Academy for Formation and Mission provides theological education and formation for all Oregonians. Student tuition (\$8,200) covers the cost of the instructors (\$6,200) and most of the Dean's Church Pension Fund (\$3,600). The \$20,100 covers the Dean's salary (~20,000 hours at \$15.50/hour). Also included are \$600 to pay the stipend for the Spirituality instructor. \$200 for a Zoom subscription, \$200 for a camera to use for Zoom classes, and \$1000 for scholarships (as needed).

**Line 68: Ordination Expense – \$10,600**

This is a new line item. Expenses for ordinations were previously paid from the Bishop's Discretionary Fund. Going forward the expenses are being built into the Diocesan Budget.

**Line 69: Congregational Leadership Training (Treasurers & Wardens workshops) - \$4,030**

Funds provided for travel and other related expenses for Diocesan-wide workshops to assist Treasurers and Wardens to develop skill with financial and governance matters.

**Line 70: Engaging Racial Justice Working Group– \$2,000**

This group previously included only Diverse Church Training (which is now included in Required Church Trainings). These funds support the new work in the diocese focusing on developing and planning programs that engage the diocese in confronting racism and being reconciled.

**Line 71: Ecumenical and Interfaith Working Group (includes Ecumenical Ministries of Oregon membership) – \$4,000**

This line supports diocesan ecumenical activities, including membership and support for Ecumenical Ministries of Oregon, a statewide organization intended to bring together Oregon's diverse faith community, a strongly held value in the Diocese.

**Line 72: Episcopal Relief and Development (ERD) Coordinator adding Local Disaster – \$400**

This line allows reimbursement for limited administrative and travel expenses for the Diocesan ERD coordinator to represent the ERD throughout the diocese, and for developing local disaster preparedness workshops.

**Line 73: Ministry in Prisons – \$14,000**

This line funds several semi-independent ministries to specific prisons, jails and halfway houses located in the diocese. The ministry includes providing a pastoral presence, skill building, worship and spiritual development. The ministry also hopes to touch and educate the members of every parish through diocesan media, bulletin inserts, Criminal Justice Sunday, and speakers.

**Line 74: Poverty and Homelessness Working Group – \$2,000**

The Fund to End Poverty and Homelessness supports the churches of our diocese in promoting mindfulness of the needs of others through education, action, and support.

**Line 75: Recovery Working Group – \$3,000**

This working group offers resources to congregations in the Diocese to support and encourage them to welcome and support people in recovery. Costs reflected in the budget include a resource table at Diocesan Convention, participation in the National Episcopal Recovery Organization, mailings to churches for Recovery Sunday (established by General Convention), and a diocesan workshop for families of addicted persons.

**Line 76: William Temple House – \$3,000**

William Temple House is a counseling and social service agency historically affiliated with the Episcopal Diocese of Oregon. Now in its 52nd year, WTH looks forward to a continuing partnership with the diocese and with churches endeavoring to enrich their ministries to the working poor.

Future plans may include becoming an accredited center for clinical pastoral education. This diocesan budget item is intended to help in the develop a partnership between WTH and the diocese.

**Line 77: Subtotal Diocesan Programs – \$339,585**

**Line 78: Contingency/Operational Reserve – \$60,206**

It is fiscally advisable to budget for a reserve each year in order to set money aside for unexpected declines in income, emergencies or emerging ministry needs which require immediate response. The Diocese targets a minimum of 1.5-2.0% of projected expenses per year for contingency and reserve, until a reserve of 25% of annual expenses is reached. In 2022 the projected set aside is 2.76% of proposed expenses.

**Line 79: Total Expenditures – \$2,179,343**

**Line 80: Net Program Budget Surplus (Deficit) - \$0**

**NOTE:**

The following lines have been removed from the budget at the request of the Bishop:

**Arch Deacon.** This position has been dissolved.

**Environmental Working Group**

The Group’s mission is to help the churches of the Diocese celebrate the sacredness of God’s creation, care for the environment, understand current environmental issues and their impact on the livability of our region and world, and to promote models of ministry that incorporate protection, preservation, and sustainable use of God’s creation. No funds have been requested for the last four years.

**Sustainable Development Goals**

Eight Millennium Development Goals were established by the United Nations. The 2006 diocesan convention approved a resolution, beginning in 2008 and ending with the 2015 budget year. There have been no requests for funds or expenditures for this group since 2016.

**Global Mission Committee.**

This committee seeks to share information and connect the diocese to the global mission of the Episcopal Church through the Global Episcopal Mission Network (GEMN) by sending a representative to GEMN-sponsored events. This Committee is currently not staffed and no funds have been requested for 2022.

**Companion Diocese**

The Diocese of Oregon and the Diocese of Cuernavaca have developed a “Companion Relationship.” Bishop Enrique and Bishop Michael promoted that budding relationship through joint visits. In addition, several two-week language classes for Oregon Episcopalians took place in Cuernavaca. No funds have been requested in 2022.