

## Generous Giving Programme - Parish Financial Review

### Parish Budget (template)

INCOME		EXPENDITURE	
	£/€		£/€
<b>Regular giving and donations:</b>		<b>Assessment:</b>	
Planned giving	<input type="text"/>	Our contribution to the Mission and Ministry in the Diocese	<input type="text"/>
Gift-aid	<input type="text"/>		
Donations	<input type="text"/>		
Collections	<input type="text"/>		
Gift Days	<input type="text"/>		
<b>Fees received for special services</b>	<input type="text"/>	<b>Church Running Expenses:</b>	
		Repairs and Maintenance	<input type="text"/>
		Insurance	<input type="text"/>
		Capital Projects	<input type="text"/>
		Utilities (Gas, Electric, Water etc.)	<input type="text"/>
		Grounds Maintenance	<input type="text"/>
<b>Fund-raising events</b>	<input type="text"/>		
<b>Other Income</b>	<input type="text"/>		
		<b>Administration:</b>	
Rents	<input type="text"/>	Clergy Expenses	<input type="text"/>
Parish Magazine	<input type="text"/>	Lay payments and expenses	<input type="text"/>
Church Hall	<input type="text"/>	Communications	<input type="text"/>
<b>Dividends and interest on reserves</b>	<input type="text"/>	<b>Sundries</b>	<input type="text"/>
		<b>Donations and Charities</b>	<input type="text"/>
<b>TOTAL</b>	<input type="text"/>	<b>TOTAL</b>	<input type="text"/>
		<b>SURPLUS or DEFICIT</b>	<input type="text"/>

### Notes

INCOME	EXPENDITURE
<p><i>Planned income</i> includes Church envelopes and bank standing orders.</p> <p><i>Special services</i> includes weddings and funerals.</p> <p>All income from fund-raising and other events is <i>gross</i> – that is, it is the total income before allowing for expenses and costs which have already been included under <i>Expenditure</i>.</p>	<p>Always enter the <i>full Parish Assessment</i> figure in the budget.</p> <p>It is easier to estimate next year's likely expenditure than estimate the income – so estimate the expenditure first.</p> <p>A fund-raising expense would be the costs associated with, for example, a Summer Fete; a trading expense would be the costs associated with, for example, running the Church Hall. These should be shown separately and not just deducted from the income from such events.</p> <p>Most select vestries donate to some associated and church-relevant charities – you should communicate to members what these are.</p>