

# FINANCIAL REPORT — JANUARY 1 to DECEMBER 31, 19 95

(All reports to be typed.  
Keep Mission Financial Report separate from Parish Financial Report.)

CITY: Oakland, CA PARISH: MISSION, St. Leo Infel. Great

TELEPHONE: (510) 534-8177

## RECEIPTS

DESCRIPTION AMOUNT

### PARISH OPERATING INCOME:

1. Plate Collections	
a. Sundays, Holy Days	174,447.88
b. Christmas	14,278.00
c. Easter	12,994.33
2. Other Parish Collections (e.g., school, diocesan assessment, Mission, Purchase specific items)	
3. Sacramental Services (Marriages, Baptisms, & Funerals)	3,920.00
4. Votive Candles	
5. Auxiliary Services	1,522.47
a. Religious goods, pamphlets, publications	100.00
b. Facility deposits	990.00
c. Return of advances to parish organizations	
6. Social Events (e.g., Bingo, Bazaar, Festival, etc.)	2,408.21
7. Donations: Cash, Securities (from groups, individuals)	5,650.00
8. Interest	2,834.97
1) Diocese	352.54
2) Other	42,799.30
a. Rent	262,397.70
b. Other	
TOTAL (1-8 inclusive)	

### OTHER SOURCES OF CASH:

9. Bequests	56,509.57
10. Parish Drive Income	130,214.32
11. New Diocesan Loans	
12. Withdrawals from Diocesan Savings	1,401.00
13. Subsidies	
a. Diocesan Subsidy	
b. Needy Parish Subsidy	

## DISBURSEMENTS

DESCRIPTION AMOUNT

### PARISH OPERATING EXPENSE:

1. Salaries	
a. Clergy	12,552.00
b. Extra Clergy	2,339.00
c. Religious Pastoral Associate	
d. Clergy FICA Reimbursement	1,042.00
e. Clergy retreats, book allowance, seasonal gratuities, retirement insurance reimbursement	1,076.00
2. Salaries	96,621.09
a. All Other	650.00
b. Seasonal gratuities	
3. Choir	340.00
a. Choir	
b. Liturgy	6,258.21
4. Votive Candles	
5. Auxiliary Services	920.06
a. Religious goods, pamphlets, publications	
b. Returns of facility deposits	100.00
c. Advances to Parish Organizations	
6. Social Events	
a. Fund-raising event expense	907.79
b. Non-fund-raising event expense	18,502.51
7. Administrative Office Expense	
a. Regular Maintenance	
i. Parish plant	2,231.26
ii. Parish car	
b. Restory support	20,533.93
8. Parish School Subsidy	
9. Religious Education	
a. CCD subsidy	2,272.15
b. RCIA	151.05
c. Adult Education	447.11
d. Bishop's confirmation stipend	
10. Utilities	13,822.94
a. Gas & Electric	
b. Water	2,771.42
c. Sewer	2,136.68

15. Property Sales	188,611.64
TOTAL (9-15 inclusive)	

**EXTRA PAROCHIAL RECEIPTS**

16. Special Collections	592.50
a. Seminary	238.00
b. Social Concerns (Back and Native American Missions)	439.25
c. Catholic Relief Services (Lactare Sunday)	447.00
d. Holy Land (Good Friday)	1,613.00
e. Catholic Charities Appeal	234.00
f. Holy Father	329.00
g. Catholic Univ. & Latin America	476.25
h. Propagation of the Faith	475.00
i. Campaign for Human Development	515.45
j. Mission Cooperative Plan	476.00
k. Other (Please specify): Eastern Europe	672.73
Rice Bowl	616.00
Religious Retirement	6,563.00
Bishop's Annual Appeal	36.47
Miscellaneous	13,723.65
TOTAL (16)	2,010.25
17. Catholic Voice	
18. (Do not use)	
19. (Do not use)	
TOTAL (17-19 inclusive)	466,743.24
TOTAL (1-19 inclusive)	42,829.99
January 1, 19 95 Balance	509,573.23
<b>GRAND TOTAL</b>	

13. Expense	2,775.25
14. Other Missions	
a. Youth (CYO, etc.)	
b. Seniors	
c. Special	
d. Parish Council Finance Committee	2,819.10
15. a. Taxes	3,508.96
b. Property	6,640.05
2) Lay Employee FICA	10,578.00
Insurance	11,724.00
1) Diocesan Package (property, parish auto, Workers' Comp.)	2,916.93
2) Clergy, Religious & Lay Employee Medical/Dental	
3) Lay Pension Plan	
**see below for 5) & 6)	
TOTAL (15-17 inclusive)	227,454.77

**OTHER USES OF CASH:**

16. a. Interest on Diocesan Debt	175,923.83
b. Repayment of Diocesan Loan	
17. a. Deposits to Diocesan Savings	4,644.22
b. Parish Charity	6,333.18
c. Subsidies to Needy Parishes	135.69
d. Parish Drive Expense	
18. a. Preventive Maintenance	607.00
b. New Equipment & Furnishings	
c. New Parish Car	
19. a. New Construction	187,643.92
b. Major Improvements	
TOTAL (16-19 inclusive)	

**EXTRA PAROCHIAL DISBURSEMENTS:**

20. a. Diocesan Assessment	27,333.27
b. Special Collections (must agree with #16-Total Receipts)	13,723.65
21. Catholic Voice Expense	4,380.00
TOTAL (20-21 inclusive)	45,436.92
TOTAL (1-21 inclusive)	460,535.61
December 31, 19 95 Balance	49,037.62
<b>GRAND TOTAL</b>	509,573.23

\*\*15. b. 5) Clergy Pension Plan 600.00  
6) Unemployment Insurance 217.28

ESTIMATED TOTAL POPULATION	CATHOLIC POPULATION	AVERAGE SUNDAY MASS ATTENDANCE	No of BAPTISMS		No of MARRIAGES		No of FUNERALS	No of CONVERTS	No of COMMUNIONS
18,500	4,500	636	Infant 15	Adult 17	Catholic 6	Mixed 5	24	5	Total 36,614 For the sick 2,929
8	5	168	No. of the SICK		DATE OF LAST CENSUS 1988		END-OF-YEAR TOTALS		
						Chancery Debt Balance	245,476.98		0.00
						Chancery Savings Balance	245,476.98		

NUMBER OF PUPILS IN PARISH CATECHETICAL MINISTRIES:

Elementary 64 Youth 31 Early Childhood Family 39

**SCHEDULE OF CATECHETICAL MINISTRIES:**

Elementary Children's Catechumenate (non-initiated): Sun. 11-12:15. Christian Formation (initiated): Sun. 9:45-10:45.

Youth Ministry Youth Group Mon. 6:30-8:15 PM/minicourses Wed. 7:00-8:30PM/Christian Formation-Jr/Sr-Sun. 9:45-10:45 Early Childhood Family Ministry Nursery/CIW (masses)/Children's Catechumenate Sun. 11-12:15PM

Number on Parish Staff: PRIESTS 1 SISTERS 0 LAY PERSONS 2 FT/5 PT DEACONS, BROTHERS, SEMINARIANS 0

SALARIED PARISH STAFF: (INCLUDE Sisters, professionals, catechetical personnel, housekeeper. EXCLUDE Clergy and School Staff.) GROSS MONTHLY SALARY

**ATTENTION**

Refer to the 1995 Parish Personnel Report Form. Include all persons, salaried, hourly, full and part time. Exclude Clergy.

1. Review the information provided. Make any corrections, misspelled names, titles, etc.
2. Indicate the appropriate status for hours worked per week: PT (20+), PT (less 20) or FT (37.5+)
3. If part-time, record the average weekly hours worked.
4. Record the Gross Annual Income.
5. For new employees, list the appropriate data on the blank form for 1995.

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

5) \_\_\_\_\_

6) \_\_\_\_\_

7) \_\_\_\_\_

8) \_\_\_\_\_

9) \_\_\_\_\_

