



UMC Local Church Report for 2017-2020 Quadrennium

Published by the General Council on Finance and Administration

Church Name: _____					
Charge: _____			GCFA Church #: _____		
District: _____			Conf. Church #: _____		
Pastor: _____			Federal Tax ID #: _____		
Church Type:	Chartered Church <input type="checkbox"/>	Mission Church <input type="checkbox"/>	New Church Start <input type="checkbox"/>	Satellite Church <input type="checkbox"/>	Parent Church of Satellite:

NOTES	
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TABLE 2: ASSETS AND EXPENSES

ASSETS	24	Market value of church-owned land, buildings, vehicles, and equipment Enter the estimated market value of buildings, parsonages, vehicles, and equipment plus the value of parsonage-related assets. If a parsonage is in a charge of more than one church, list parsonage-related assets only on the report of the church where parsonage is located. If property is held by a multi-church charge in common (rather than by an individual church) a share of the value should be assigned to each church according to its percentage of total professing membership within the charge unless a specific percentage of commonly-held property has been otherwise designated. Congregations are not obligated to initiate property appraisals in order to provide this estimate.	24
	24a	Market Value of church Endowment	24a
	25	Market value of financial and other liquid assets Enter the estimated market value of cash, stocks, bonds, trusts, securities, investments (including endowments) belonging to the church, including money raised or donated and held for future building programs or any other special purposes, and all property and other investments not included elsewhere. Include any liquid reserve funds in this line.	25
DEBT	26	Debt secured by church physical assets Enter the amount of debt currently held by the church that is secured by church property and assets, such as mortgages.	26
	27	Other debt Enter the total of all debt currently held by the church that is not secured by church property assets, such as credit cards, lines of credits, and lease-to-purchase agreements. The sum of Lines 26 and 27 should equal the total debt currently held by the church.	27



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CHURCH EXPENDITURES				
<p>The reported expenditures on Lines 29a through 49 should equal the total amount of money (cash value) spent by the local church for the fiscal year (Line 50). All expenses should be allocated only once. Please see umcgiving.org for more information on UMC Special Funds.</p>				
APPORTIONMENTS	28a	Amount APPORTIONED to the local church by the CONFERENCE This amount should include the total for all district, annual conference, jurisdictional, and general church funds apportioned to the local church to be remitted to the annual conference treasurer. This should be provided by the conference treasurer.		28a
	28b	Amount APPORTIONED to the local church by the DISTRICT (if applicable) This amount should include the total of all funds apportioned separately by the district. DO NOT INCLUDE any amounts apportioned to the local church included in 28a.		28b
BENEVOLENT GIVING				
*Designates funds paid to the annual conference treasurer. Values for these lines should be provided by the conference.				
APPORTIONMENTS	29a	Amount PAID by the local church to the CONFERENCE for all apportioned causes This amount should include the total given by the local church to the annual conference treasurer for all district, annual conference, jurisdictional, and general church apportioned funds.	*	29a
	29b	Amount PAID by the local church to the DISTRICT for all apportioned causes (if applicable) This amount should include the total given to all causes apportioned by, and paid directly to, the district. DO NOT INCLUDE any amounts given to the annual conference treasurer for conference-apportioned causes.		29b
UMC GIVING	30	General Advance Specials	*	30
	31	World Service Specials	*	31
	32	Annual Conference Advance Specials	*	32
	33	Youth Service Fund	*	33
	34	All other funds sent to Conference for connectional mission and ministry Report any other non-apportioned funds sent to the annual conference treasurer for connectional mission and ministry not otherwise reported on Lines 29a through 33, including non-apportioned giving to higher education and health and welfare ministries.	*	34
	35	Annual Conference Special Sunday Offerings	*	35
SPECIAL SUNDAYS	36a	Human Relations Sunday	*	36a
	36b	UMCOR Sunday (formerly One Great Hour of Sharing)	*	36b
	36c	Peace with Justice Sunday	*	36c
	36d	Native American Ministries Sunday	*	36d
	36e	World Communion Sunday	*	36e
	36f	U.M. Student Day	*	36f
DIRECT GIVING	37	Total amount given directly to United Methodist causes (not sent to Conference) Report here monies paid directly by the local church to UMC-related institutions and causes. DO NOT INCLUDE any amounts sent to the Treasurer in your annual conference. Those monies should be reported on Lines 30 to 36.		37
	37a	Costs of the local church in mission and of service to community		37a
	38	Total amount given to non-United Methodist benevolent and charitable causes Report here monies paid directly by the local church to local benevolence or community organizations not directly related to the United Methodist Church.		38



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CLERGY AND STAFF			
Please include all amounts paid directly to clergy and staff, as well as amounts paid on behalf of the church for clergy and staff.			
PENSION/ HEALTH	For 39 and 40, DO NOT INCLUDE any monies paid for the benefits of church staff not serving as a pastor, including those appointed by the bishop to specialized ministries. DO NOT INCLUDE any amounts deducted from clergy salaries and paid on their behalf.		
	39	Total paid for direct-billed and/or non-apportioned clergy pension and other non-health benefits This amount should include the total paid by the local church for ministerial benefits, excluding health.	39
	40	Total paid for direct-billed and/or non-apportioned clergy health benefits This amount should include the total amount paid by the local church for ministerial health benefits.	40
BASE COMPENSATION	For the following lines, enter the total amount of compensation paid, including funds provided by the district or conference, including tax-deferred amounts and/or any "cafeteria plan" contributions. Funds received (income) by the church from the conference or district shall additionally be reported on Table 3. Do not reduce the compensation by the utility exclusion that is elected by the pastor under Internal Revenue Code 107. Do not include housing allowance paid in lieu of providing a parsonage. Include this amount on Lines 42a-42c.		
	41a	Base compensation paid to/for the Senior Pastor or other person assigned or appointed in the lead pastoral role to the church (this person could be an elder, deacon, supply pastor, local pastor, etc., as long as he/she is assigned or appointed to the lead pastor role).	41a
	41b	Base compensation paid/for to all Associate Pastor(s) and other pastoral staff assigned or appointed to the church. Include deacons and other clergy in this role.	41b
	41c	Base compensation paid to/for any Deacons not included in 41a or 41b.	41c
	41d	Report any amount received from the annual conference or non-local church sources for salary and benefit support	41d
HOUSING BENEFITS	Enter here the total amount paid to/for the following for housing allowances and other housing and utility-related allowances including those for light, heat, furniture, garage rental, service costs (yard work, cleaning, etc.), and any normal expenditures incurred to maintain the parsonage. DO NOT INCLUDE payments on parsonage-related debts, purchase of land, building, remodeling, and major equipment expenditures here. Report those expenses on lines 48 and 49.		
	42	Does your Sr. Pastor live in a church-provided parsonage?	42
	42a	Housing benefits paid to/for Lead Pastor or person in lead pastoral role as described in 41a.	42a
	42b	Housing benefits paid to/for all Associate Pastor(s) and other pastoral staff assigned or appointed to the church. Include deacons and other clergy in this role.	42b
	42c	Housing benefits paid to/for any Deacons not included in 41a or 41b.	42c
	42d	Amount spent on Sr. Pastor's parsonage utilities and maintenance	42d
42e	Does your Associate Pastor live in church-provided parsonage?	42e	
OTHER BENEFITS	43	Total amount paid to/for all persons included in Lines 41a-41c for accountable reimbursements This includes any reimbursements of expenses incurred by the pastor(s) based upon a written policy and/or agreement of the church and pastor(s) in which expenses are substantiated through receipts or other documentation and must be presented prior to payment by the church. These include expenses for travel, continuing education, books, publications and other expenses related to supporting the ministry and development of the pastor. <u>Reimbursements of expenditures made by the individual for local church programs and operating expenses should be reported on Lines 46 and 47.</u>	43
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		Total amount paid to/for all persons included in Lines 41a-41c for any other cash allowances (non-accountable) Enter here the total amount paid to/for all pastors for other cash allowances that are not substantiated through receipts or other documentation presented prior to payment by the church.	
STAFF	45	Total amount paid in salary and benefits for all other church staff and diaconal ministers Report the amounts paid by the local church as salaries, housing, benefits, expense reimbursements, taxes, and allowances for any lay employees, diaconal ministers, or other staff leaders. DO NOT INCLUDE amounts reported on Lines 39 through 44.	45
	45a	Spending on church utilities (heat, electric, water. Report parsonage expenses above.)	

OPERATIONS & PROGRAMS	Please include amounts paid by the church, as well as amounts paid on behalf of the church, for all program and operating expenses.		
	46	Total amount spent for local church program expenses Report the total of all amounts spent on local church program for the purposes of education, witness, outreach, mercy, communication, worship, and other ministries. DO NOT INCLUDE amounts given to support local or national non-UMC groups and agencies in their programs. Those amounts should be reported on Line 38.	46
	47a	Spending on Church utilities (heat, electric, water. Report parsonage expenses above)	47
	47b	Amount spent on custodial services or costs of a custodial staff, salary and benefits	
	47bb	Is your custodian paid as an employee of the church, or does the church have a contract with an consultant or custodial services company? (1=employee, 0=contract)	
	47c	Property Maintenance Expenses	
	47d	Property Insurance	
	47e	What percentage of the costs above are incurred because of use of the building by groups other than the local church?	
	47f	Amount spent for office and other current operating expenses	
	DEBT & CAPITAL PAYMENTS	48	Total amount paid for principal and interest on indebtedness, loans, mortgages, etc. Report here all payments on all loans, mortgages, etc. DO NOT INCLUDE principal and interest on money borrowed and repaid within the current fiscal year. This should be reported on lines corresponding to the purpose for which the money was borrowed.
49		Total amount paid on capital expenditures for building, improvements, and major equipment purchases. Enter here only amounts paid from contributions, not from loans. Enter any outstanding indebtedness on Lines 26 or 27. Amounts contributed but not paid out (retained for use in future years) should be included on Line 25. Report what was paid for new property and buildings, major purchases of new equipment or furnishings (organs or other musical instruments, heating and cooling equipment, kitchen equipment, audio-visual equipment, furnishings) and major renovation. Also include short-term rent.	49
50		TOTAL AMOUNT PAID BY THE LOCAL CHURCH ON ALL EXPENDITURES (SUM OF LINES 29a through 49)	50