

Parish: St. Joseph Church
City: Lincoln, NE

PROFIT AND LOSS STATEMENT
FISCAL YEAR ENDED JUNE 30, 2017

(Finance Office use)

(Use computer printout from Quickbooks if compatible.)

(Account numbers recommended.)

400 ORDINARY INCOME

401 Sunday & holy day collections	
Adult envelopes	2,127,619.05
Childrens' offerings	7,287.30
Loose plate	37,140.70
Total Sunday & holy day collections	<u>2,172,047.05</u>
402 Other free will offerings	
Stole fees	2,550.00
Charity & Stewardship Appeal Rebates	283,667.81
Donations & bequests	27,937.25
Endowment donations	
Other: Memorials & Designated Donations	202.50
Total other free will offerings	<u>314,357.56</u>
403 Special collections	
Building fund	
Other: Joy of the Gospel and other	253,588.07
Total special collections	<u>253,588.07</u>
404 Distributions - endowments & trusts	
Catholic Foundation distributions	1,346.48
DI&L endowment interest	
Endowment & trust income (specify)	
Total distributions - endowments & trusts	<u>1,346.48</u>
405 Parish activities receipts	
Bazaars (net of expenses)	64,314.26
Bingo (net of expenses)	
Parish fundraising (net of expenses)	27,063.91
Parish organizations (net of expenses)	4,113.32
Other parish activities (net of expenses)	
Total parish activities	<u>95,491.49</u>
406 Other revenue receipts	
Advertisements	978.13
Interest - bank	80.49
Interest on ordinary DI&L savings	7,505.79
Rectory support from mission	
Resale of religious articles	
Votive candles (net of expenses)	128.69
Other	22,887.28
Total other revenue	<u>31,580.38</u>
407 Property income receipts	
Cemetery (transfers from cemetery account)	
Farm rentals/income (net of expenses)	
Total property income	<u>0.00</u>
<i>(Be sure to complete & submit detailed Cemetery & Farm Report.)</i>	
408 Other rentals (specify: gym, hall, house, etc.)	
Total other rentals	<u>0.00</u>
409 Other income	
Total other income	<u>0.00</u>
TOTAL INCOME	A <u>2,868,411.03</u>

500 ORDINARY EXPENSES

501 Pay and benefits - parish	
Gross salaries & wages	231,009.17
1099 earnings	
Diocesan Lay Retirement	4,769.51
Health insurance - clergy	13,980.00
Health insurance - lay & religious	9,726.00
Payroll taxes - employer's portion	14,293.47
Total pay and benefits	<u>273,778.15</u>
503 Educational expenses	
Adult-education programs	1,763.48
CCD expenses	
Mission parish support	
Non-parish tuition payments	
Transfer to central high school	517,836.00
Transfer to K-12 school	
Transfer to pre-school	
Transfer to parish school	1,841,057.29
Total educational expenses	<u>2,360,656.77</u>
504 Diocesan assessments	
Three-in-one assessment	
Diocesan administration	126,674.72
Catholic School Support	12,940.00
St. John Vianney Retirement (net)	16,199.28
Southern Nebraska Register assessment	22,890.00
Less parish collections for SNR	-4276
Charity & Stewardship Appeal shortfall	
Planned Giving (City of Lincoln)	
Total diocesan assessments	<u>174,428.00</u>
506 Administrative expenses	34,877.10
507 Interest expense on DI&L loans	
508 Professional services	
509 Insurance (non-health)	11,983.44
510 Parish property costs	17,621.45
511 Household	8,475.49
512 Utilities	33,133.83
513 Retreats & continuing education	6,465.00
514 Liturgical	9,707.12
515 Parish social activities	
516 Transportation and automotive	
517 Transfers to cemetery	
518 Fundraising and promotion	8,920.33
519 Miscellaneous (list)	
Grants and designated donations	280,377.32
Charitable Assistance	57,916.67

TOTAL EXPENSES **B 3,278,340.67**

NET INCOME (LOSS) BEFORE DEPRECIATION (A-B) **-409,929.64**

BANK ACCOUNTS

List all bank accounts (and the bank name) with the parish Federal Identification Number.

	Listed on Balance Sheet?*		\$	June 30 Balance
	Yes	No		
1 St. Joseph Catholic Church of Lincoln - Union Bank	<u>Yes</u>	No	\$	6,200.78
2 St. Joseph Catholic Church of Lincoln Mass Stipend - Union Bank	<u>Yes</u>	No	\$	12,410.86
3 St. Joseph Catholic Church of Lincoln Raffle Account - Union Bank	<u>Yes</u>	No	\$	23,252.32
4 St. Joseph Catholic Church of Lincoln Altar Society - Union Bank	<u>Yes</u>	No	\$	41,068.43
5 St. Joseph Catholic Church of Lincoln Youth Ministry - Union Bank	<u>Yes</u>	No	\$	5,213.42
6 St. Joseph School Activities - Union Bank	<u>Yes</u>	No	\$	28,412.63
7 St. Joseph Catholic Church of Lincoln Hot Lunch - Union Bank	<u>Yes</u>	No	\$	55,790.55
8 St. Joseph School Family - Union Bank	<u>Yes</u>	No	\$	16,330.22
9 St. Joseph Scrip - Union Bank	Yes	<u>No</u>	\$	50,696.21
10 St. Joseph Mens Basketball and St. Joseph Card Marathon - Union Bank	Yes	<u>No</u>	\$	807.20
Total			\$	<u>240,182.62</u>

* If not listed on Balance Sheet and if the bank account activity (income and/or expense) exceeds \$1,000, please complete the enclosed "Statement of Cash Flow" form for each applicable account.

PASS THROUGH EXTRA COLLECTIONS

FOR THE FISCAL YEAR

Holy Land	\$	6,078.42
Peter's Pence	\$	4,514.00
Propagation of the Faith: Mission Cooperative Plan	\$	8,666.00
Propagation of the Faith: Mission Sunday	\$	5,384.00
Propagation of the Faith: Holy Childhood	\$	
Rice Bowl/Food for Starving	\$	464.73
Combined Collection: ABOA American Bishop's Overseas Appeal	\$	205.00
Combined Collection: Black & Indian Mission	\$	195.00
Combined Collection: CHD Campaign for Human Development	\$	
Combined Collection: CCC Catholic Communications Campaign	\$	130.00
Combined Collection: CHM Catholic Home Missions	\$	273.00
Combined Collection: CUA Catholic University of America	\$	90.00
Combined Collection: RFFR Retired Fund for Religious	\$	731.00
Combined Collection: Non-specified	\$	4,462.00
Contemplative sisters	\$	2,381.00
Lay Committee for Vocations	\$	10.00
Central & Eastern Europe	\$	
Church in Latin America	\$	
Other: St. Francis Food Pantry	\$	3,570.00
St. Vincent de Paul	\$	6,015.00
Total extra collections	\$	<u>43,169.15</u>

QUESTIONNAIRE**ACCOUNTING SOFTWARE**

- Is the parish using computerized accounting software? Yes No
If yes, list the name and version of the software being used.

Quickbooks Pro 2015

PARISHIONER CONTRIBUTION TRACKING

- Is the parish using computerized software to track parishioner contributions? Yes No
If yes, list the name and version of the software being used. If no, describe how contributions are recorded and tracked.

Connect Now

EMPLOYEE PAYROLL AND INDEPENDENT CONTRACTOR(S) REPORTING

- Does the parish file quarterly Federal 941 reports (or the annual Federal 944 report)? Yes No
- Does the parish issue annual W-2's and W-3's? Yes No
- Does the parish issue 1099s for independent contractors who exceed the IRS \$600 reporting threshold? Yes No

UNRECORDED AMOUNTS OWED

- List any significant (over \$500) unpaid bills owed to vendors that have NOT been recorded on the books:

Applicable? Yes <u>No</u> n/a	Estimated payment date	Amount Due
		\$ _____
		\$ _____
		\$ _____
		\$ _____
		\$ _____

MAJOR PURCHASES AND FIXED ASSETS

- List any major purchases (over \$5,000) during the fiscal year (include cost):

Applicable? <u>Yes</u> No n/a		
	New Roof over school	\$ 29,415.00
	Concrete Repair	\$ 23,220.00
	Fire alarm system	\$ 85,718.00
	Van for Sisters	\$ 13,000.00

- Are there any needs or plans for any major purchases, construction, repairs, and/or remodeling next fiscal year? Yes No Possibly (If yes, list below and include estimated cost).

	Carpet replacement in school	\$ 40,000.00
		\$ _____
		\$ _____
		\$ _____
		\$ _____

CHARITABLE TRUSTS (see Preparation Instructions)

- Is the parish a beneficiary of any charitable trusts? Yes No

If so, what is the aggregate value of the trust(s)? \$ _____

- What were the distributions during the course of the year? (list name of trust)

		\$ _____
		\$ _____
		\$ _____

- Were the distributions in accord with the beneficiary's "Last Will and Testament"? Yes No N/A

- Is a copy of the Last Will and Testament on file and available? Yes No N/A

CHECKLIST OF REPORTS SUBMITTED TO THE DIOCESE

Completed & Enclosed

- Computer generated Profit & Loss Statement OR manually generated Profit & Loss Statement
- Computer generated Balance Sheet OR manually generated Balance Sheet
- Supporting Schedule (page 3 of this report)
- Questionnaire (pages 3 and 4 of this report)
- Affiliate Statement of Cash Flow (for each applicable bank account)
- Cemetery Financial Report
- Farm Account Report
- Copy of approved Parish Budget for the next fiscal year

**STATEMENT OF CASH FLOW
PARISH AFFILIATE ORGANIZATION**

PLEASE NOTE:

If not applicable to the parish, indicate parish name and city, denote n/a below, sign form & submit report to the Chancery.

PARISH: St. Joseph Catholic Church
 CITY: Lincoln, NE
 NAME OF ACCOUNT: St. Joseph School Family Association
 FISCAL YEAR ENDED JUNE 30, 2017

(Account is not listed on Parish Balance Sheet and bank account activity (income and/or expense) exceeds \$1000.)

n/a

NAME OF ORGANIZATION (if applicable): St. Joseph School Family Association

Bank accounts	Beginning Balance	Ending Balance
Checking account	20,969.04	16,330.22 x
DI&L savings account	10,539.44	10,725.07
Other savings (indicate type and location):		

Total bank accounts	31,508.48	27,055.29

Beginning balance (checking account) A 20,969.04

+ Add income, receipts and revenue (specify below):

Walk for Christ	50,242.83	
SFA Family Picnic	2,391.00	
Teacher/Staff Christmas Gift Donations	6,395.00	
SFA dues collected with tuition	6,375.00	
Other revenue	1,577.53	

Total receipts		B <u>66,981.36</u>

- Less expenses and expenditures (specify below):

Walk for Christ	3,720.55	
SFA Family Picnic	3,873.63	
Catholic Schools Week	2,376.00	
Teacher/Staff Christmas Gifts	6,114.76	
Teacher wish list	3,458.87	
Library Donation	4,000.00	
NCEA	24,206.91	
School desks and chairs	15,141.36	
Donations to organizations	4,750.00	
Other Expenses	3,978.10	
Total expenditures		C <u>71,620.18</u>

Ending balance (checking account) (A+B-C) 16,330.22 x

x These balances should agree.

This checking account was last reconciled on (date): 7/31/2017 for/as of (last bank statement date, preferably June 30):

6/30/2017 by (name of individual who performed the reconciliation(s)): Naomi & Dan Brown.

- What is the Federal ID number used for the account?

47-0580454

- Are two signatures required on checks? Yes No

- List the names of the signers of the account.

Dan & Naomi Brown

Signature of Pastor

Date

8/30/17

Msgr. Liam M. Barr

CEMETERY FINANCIAL REPORT

PARISH: St. Joseph Church
 CITY: Lincoln, NE
 NAME OF CEMETERY: _____
 FISCAL YEAR ENDED: JUNE 30, _____
 (If cemetery has more than one checking account, please complete Section 2 for each checking account.)

PLEASE NOTE:
 If not applicable to the parish,
 indicate parish name and city,
 denote n/a below, sign form
 & submit report to the Chancery.

n/a

	Beginning Balance (July 1)	Ending Balance (June 30)
1 Bank accounts		
Checking account	_____	0.00 x
DI&L savings account	_____	_____
Other savings (indicate type and location):	_____	_____
_____	_____	_____
_____	_____	_____
Total bank accounts	<u>0.00</u>	<u>0.00</u>

2 Beginning balance (checking account) A 0.00

Receipts:

Lot sales	_____	
Interest earned on checking and other savings	_____	
Transfers from parish	_____	
Transfers from DI&L savings	_____	
Trust withdrawals	_____	
Donations	_____	
Bequests	_____	
Other income (specify)	_____	
_____	_____	
Total receipts		B <u>0.00</u>

Expenditures:

Pay and benefits	_____	
Operations & maintenance	_____	
Groundskeeping	_____	
Insurance - property	_____	
Insurance - liability	_____	
Equipment	_____	
Improvements	_____	
Transfers from checking to DI&L savings	_____	
Other expenses (specify)	_____	
_____	_____	
Total expenditures		C <u>0.00</u>

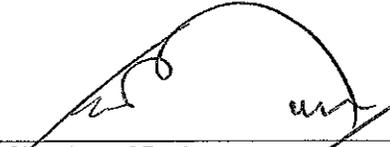
Ending balance (checking account) (A+B-C) 0.00 x
 x These balances should agree.

This checking account was last reconciled on (date): _____ for/as of (last bank statement date, preferably June 30):
 (date) _____ by (name of individual who performed the reconciliation(s)): _____

- Name of person in charge of cemetery checkbook:

- Are all the cemetery bank accounts listed above?
 Yes No

- Name and address of person "in charge" of the cemetery if other than the pastor:



 Signature of Pastor Date 8/30/17

Parish: St. Joseph Church
 City: Lincoln, NE

PARISH OPERATING BUDGET
FISCAL YEAR ENDED JUNE 30, 2017

(Finance Office use)

(Use computer printout from Quickbooks if compatible.)

(See other side for Capital Expenditure Budget.)

400 ORDINARY INCOME

401 Sunday & holy day collections	
Adult envelopes	_____
Childrens' offerings	_____
Loose plate	_____
Total Sunday & holy day collections	<u>0.00</u>
402 Other free will offerings	
Stole fees	_____
Charity & Stewardship Appeal	_____
Donations & bequests	_____
Endowment donations	_____
Other:	_____
Total other free will offerings	<u>0.00</u>
403 Special collections	
Building fund	_____
Other:	_____
Total special collections	<u>0.00</u>
404 Distributions - endowments & trusts	
Catholic Foundation distributions	_____
DI&L endowment interest	_____
Endowment & trust income (specify)	_____
Total distributions - endowments & trusts	<u>0.00</u>
405 Parish activities receipts	
Bazaars (net of expenses)	_____
Bingo (net of expenses)	_____
Parish fundraising (net of expenses)	_____
Parish organizations (net of expenses)	_____
Other parish activities (net of expenses)	_____
Total parish activities	<u>0.00</u>
406 Other revenue receipts	
Advertisements	_____
Interest - bank	_____
Interest on ordinary DI&L savings	_____
Rectory support from mission	_____
Resale of religious articles	_____
Votive candles (net of expenses)	_____
Other	_____
Total other revenue	<u>0.00</u>
407 Property income receipts	
Cemetery (transfers from cemetery account)	_____
Farm rentals/income	_____
Total property income	<u>0.00</u>
408 Other rentals (specify: gym, hall, house, etc.)	
_____	_____
_____	_____
Total other rentals	<u>0.00</u>
409 Other income	
_____	_____
Total other income	<u>0.00</u>
TOTAL INCOME	<u>A 0.00</u>

500 ORDINARY EXPENSES

501 Pay and benefits - parish	
Gross salaries & wages	_____
1099 earnings	_____
Diocesan Lay Retirement	_____
Health insurance - clergy	_____
Health insurance - lay & religious	_____
Payroll taxes - employer's portion	_____
Total pay and benefits	<u>0.00</u>
503 Educational expenses	
Adult-education programs	_____
CCD expenses	_____
Mission parish support	_____
Non-parish tuition payments	_____
Transfer to central high school	_____
Transfer to K-12 school	_____
Transfer to pre-school	_____
Transfer to parish school	_____
Total educational expenses	<u>0.00</u>
504 Diocesan assessments	
Three-in-one assessment	_____
Diocesan administration	_____
Catholic School Support	_____
St. John Vianney Retirement (net)	_____
Southern Nebraska Register assessment	_____
Less parish collections for SNR	(_____)
CSA shortfall	_____
Planned Giving (City of Lincoln)	_____
Total diocesan assessments	<u>0.00</u>
506 Administrative expenses	_____
507 Interest expense on DI&L loans	_____
508 Professional services	_____
509 Insurance (non-health)	_____
510 Parish property costs	_____
511 Household	_____
512 Utilities	_____
513 Retreats & continuing education	_____
514 Liturgical	_____
515 Parish social activities	_____
516 Transportation and automotive	_____
517 Transfers to cemetery	_____
518 Fundraising and promotion	_____
519 Miscellaneous (list)	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL EXPENSES	<u>B 0.00</u>

NET INCOME (LOSS) BEFORE DEPRECIATION (A-B) * 0.00

*(Enter value on page 2-Net Budgeted Cash Surplus or Deficit.)
 SEE OTHER SIDE FOR CAPITAL EXPENDITURE BUDGET.

ST. JOSEPH CATHOLIC CHURCH OF LINCOLN

Profit & Loss Budget

July 2017 through June 2018

		2017-2018
		Budget
Income		
401-00	Sunday and holy day collections	
401-01	Adult envelopes	2,607,339
401-02	Childrens' offerings	8,000.00
401-03	Loose plate	40,000.00
	Total 401-00 · Sunday and holy day collections	2,655,339.00
402-00	Other free will offering - CHUR	
402-01	Stole fees	1,000.00
402-02	Charity & Stewardship Appeal	295,000.00
402-03	Donations and bequests	10,000.00
402-07	Memorials	
402-08	Income - Memorials	2,000.00
402-09	Expense - Memorials	(2,000.00)
	Total 402-07 · Memorials	-
402-10	Designated Donations	
402-10	Designated Donations - other	15,500.00
	Total 402-00 · Other free will offering - CHUR	321,500.00
403-00	Special collections (specify)	
403-03	Other special collections	
403-04	Debt Retirement (TOF)	
403-05	Joy of the Gospel	
	Total 403-00 · Special collections (specify)	
405-00	Parish activities receipts	
405-10	Holiday Fair	
405-11	Income - Holiday Fair	80,000.00
405-12	Expense - Holiday Fair	(10,000.00)
	Total 405-10 · Holiday Fair	70,000.00
405-30	Coffee Shop	
405-31	Income - Coffee shop	2,200.00
405-32	Expenses - Coffee Shop	(2,200.00)
	Total 405-30 · Coffee Shop	0.00
405-40	Altar Society	
405-41	Income - Altar Society	1,500.00
405-42	Expense - Altar Society	(1,500.00)
	Total 405-40 · Altar Society	-
405-50	CCD	
405-52	CCD Income	4,500.00
405-53	CCD Expenses	(3,000.00)
	Total 405-50 · CCD	1,500.00
405-60	FIAT	
405-61	Income - FIAT	3,200.00
405-62	Expenses - FIAT	(2,400.00)
405-63	Haiti Kobonal Mission - Income	20,000.00
405-64	Haiti Kobonal Mission - Expense	(13,000.00)
	Total 405-60 · FIAT	7,800.00
405-80	Youth Ministry Activities	
405-81	Youth Ministry Activities - Inc	10,000.00

ST. JOSEPH CATHOLIC CHURCH OF LINCOLN

Profit & Loss Budget

July 2017 through June 2018

				2017-2018
				Budget
			405-82 · Youth Ministry Activities - Exp	(10,000.00)
			Total 405-80 · Youth Ministry Activities	0.00
			Total 405-00 · Parish activities receipts	79,300.00
			406-00 · Other revenue receipts	
			406-01 · Advertisements - Bulletin	
			406-02 · Fees to offset expenses	700.00
			406-04 · Insurance claims	-
			406-05 · Interest - Investments and Bank	75.00
			406-06 · Interest on DI&L savings	6,000.00
			406-09 · Family Ministry	2,000.00
			406-11 · Sale of property and equipment	
			406-30 · Votive candles	
			406-31 · Income - Votive candles	2,500.00
			406-32 · Expenses - Votive candles	(2,500.00)
			Total 406-30 · Votive candles	0.00
			Total 406-00 · Other revenue receipts	8,775.00
			455-00 · Distributions	
			455-01 · Catholic Foundation	
			Total 455-00 · Distributions	0.00
			Total Income	3,064,914.00
				3,064,914.00
			Expense	
			501-00 · Pay and benefits - parish	
			501-02 · Pastor	21,600.00
			501-03 · Associate	20,400.00
			501-04 · Extra clergy	1,500.00
			501-05 · Secretarial/clerical	53,700.00
			501-06 · Domestic	8,000.00
			501-07 · Liturgical Coordinator	6,000.00
			501-08 · Organist/Choir dir/Music dir	30,500.00
			501-09 · DRE/CCD	4,000.00
			501-10 · Youth Ministry	31,000.00
			501-11 · Custodians - church	19,250.00
			501-12 · Director of Parish Operations	57,500.00
			501-13 · Health insurance - clergy	15,000.00
			501-14 · Health insurance - lay/relig	9,500.00
			501-15 · Payroll Taxes - employers port	16,500.00
			501-17 · Diocesan Lay Retirement Program	1,000.00
			Total 501-00 · Pay and benefits - parish	295,450.00
			503-00 · Educational expenses	
			503-01 · Adult education programs	1,000.00
			503-04 · Transfer to Pius High School	537,000.00
			503-05 · Youth Ministry	4,100.00
			503-06 · Family Ministry	1,000.00
			503-08 · Transfer to parish school	1,799,514.00
			503-09 · Transfer from Holiday Fair	60,000.00
			503-10 · Parish Mission	

ST. JOSEPH CATHOLIC CHURCH OF LINCOLN

Profit & Loss Budget

July 2017 through June 2018

				2017-2018
				Budget
Total 503-00 · Educational expenses				2,402,614.00
505-00 · Diocesan assessments				
505-01 · Three-in-one assessment				
505-02 · Catholic school support				
505-03 · Diocesan administration				127,000.00
505-04 · St John Vianney				
505-05 · SJV assessment				22,600.00
505-06 · Less collections for SJV				(4,000.00)
Total 505-04 · St John Vianney				18,600.00
Total 505-01 · Three-in-one assessment				145,600.00
505-07 · Southern Nebraska Register				
505-08 · SNR assessment				23,000.00
505-09 · Less collections for SNR				(4,000.00)
Total 505-07 · Southern Nebraska Register				19,000.00
505-11 · School and CCD Enrollment Fee				13,000.00
Total 505-00 · Diocesan assessments				177,600.00
506-00 · Administrative				
506-01 · Bank fees, bad checks, etc				7,000.00
506-02 · Books, periodicals & reference				2,000.00
506-03 · Bulletins and publications				1,000.00
506-04 · Computer hardware				500.00
506-05 · Computer software				500.00
506-06 · Gas				1,300.00
506-09 · Office & Instructional supplies				2,000.00
506-10 · Postage and shipping				3,800.00
506-11 · Printing and copying				1,250.00
506-12 · Subscriptions and dues				200.00
506-13 · Telephone and internet				1,500.00
506-14 · Stock Sales Fees				500.00
506-16 · Hospitality, luncheons, snacks				4,800.00
506-17 · Technology				
506-19 · Security Checks				200.00
506-21 · Contribution Envelopes				9,500.00
Total 506-00 · Administrative				36,050.00
509-00 · Insurance (non-health)				
509-01 · Property insurance premiums				10,500.00
509-02 · Workers Comp Insurance				1,600.00
Total 509-00 · Insurance (non-health)				12,100.00
510-00 · Property costs				
510-01 · Building Improvements				-
510-02 · Custodial supplies				250.00
510-04 · Furniture & appliances				750.00
510-05 · Grounds maintenance				2,000.00
510-07 · Repairs & Maintenance				12,000.00
510-08 · Repairs & maint - Rectory				1,000.00
510-09 · Inspections & Monitoring				1,000.00
510-10 · Snow removal				1,500.00

ST. JOSEPH CATHOLIC CHURCH OF LINCOLN

Profit & Loss Budget

July 2017 through June 2018

		2017-2018
		Budget
	510-14 · Mileage	250.00
	510-15 · Fuel	250.00
Total 510-00 · Property costs		19,000.00
511-00 · Rectory		
	511-02 · Cable TV	1,200.00
	511-04 · Food	6,500.00
	511-05 · Newspapers	350.00
	511-06 · Supplies	1,500.00
Total 511-00 · Rectory		9,550.00
512-00 · Utilities		
	512-01 · Electricity	20,000.00
	512-02 · Electricity - Rectory	5,500.00
	512-03 · Gas	2,600.00
	512-04 · Gas - Rectory	500.00
	512-07 · Water	2,000.00
	512-08 · Water - Rectory	2,000.00
Total 512-00 · Utilities		32,600.00
513-00 · Retreats & continuing education		
	513-01 · Clergy days	500.00
	513-02 · Conferences & seminars	750.00
Total 513-00 · Retreats & continuing education		1,250.00
514-00 · Liturgical		
	514-02 · Decorations	
	514-06 · Missalettes	4,500.00
	514-07 · Music program	6,000.00
	514-09 · Supplies	200.00
Total 514-00 · Liturgical		10,700.00
517-00 · Grants and designated donations		
	517-05 · Designated Donations	-
	517-06 · Gifts and gratuities	3,000.00
Total 517-00 · Grants and designated donations		3,000.00
518-00 · Fundraising & promotion		
	518-01 · Stewardship and Evangelization	3,500.00
	518-02 · Advertising	1,500.00
Total 518-00 · Fundraising & promotion		5,000.00
521-00 · Miscellaneous		
	521-01 · Charitable assistance	
	521-02 · Haiti	30,000.00
	521-03 · Inner city Catholic Schools	30,000.00
Total 521-01 · Charitable assistance		60,000.00
Total 521-00 · Miscellaneous		60,000.00
Total Expense		3,064,914.00
Net Income		0.00

City Lincoln, NE

School St. Joseph Catholic School

Please fill in all applicable blanks in the form -
do not send computer printout

ORDINARY INCOME (Account Numbers Optional)

ORDINARY EXPENSES (Account Numbers Optional)

401 Transfer from mother parish (subsidy)	\$1,841,057.29
402 From other parishes - assessments	
403 Assessments - high school support	
Local parishes	
Outlying parishes	
Total assessments - high school support	\$0.00
404 Tuition & fees (paid by families)	
Tuition - in parish	\$425,926.50
Tuition - out of parish	
Tuition - previous year	
Tuition - non-Catholic	
Fees: Book	
Bus	\$5,100.00
Athletic	\$4,294.00
EDC and other	\$70,326.00
Total tuition and fees	\$505,646.50
405 Designated donations	
Grants, Library, Scholarship	\$50,923.00
Total designated donations	\$50,923.00
406 Other free will offerings	
Donations & bequests	\$22,771.10
Donations to endowments (central schools)	
Total other free will offerings	\$22,771.10
407 Organizations	
School Family Association	-\$3,187.30
School Activities	\$14,423.27
Total organizations	\$11,235.97
408 Special Benefactions	
Teacher incentive pay	\$5,250.00
Tuition supplement	
Matching funds	
Other (please specify)	
Total special benefactions	\$5,250.00
409 Distributions - received	
Catholic Foundation	\$24,504.31
High school endowment	
St. Joseph School Endowment	\$72,432.03
Total distributions-endowments & trusts	\$96,936.34
410 Fundraisers (net Income)	
St. Joseph Scrip	-\$2,141.38
Total fundraisers (net income)	-\$2,141.38
411 Rental Income	
Total rental income	\$0.00
412 Other revenue	
Memorials	\$1,013.00
Interest Income	\$4,696.54
Resale and other	-\$3,618.93
Total other revenue	\$2,090.61
TOTAL ORDINARY INCOME	A \$2,533,769.43

501 Pay and benefits - school (except health)	
Gross salaries & wages	\$2,154,073.93
(Attach supporting schedule including incentive pay)	
502 Health care (insurance)	\$115,929.00
503 Retreats & continuing education	\$1,207.31
504 Administrative	\$39,031.11
505 School technology	
506 Tuition assistance	
507 Instructional	\$43,522.99
508 Grants/designated donation expenditures	
509 Hot Lunch Program (expenses less income)	-\$9,155.92
510 Library	
511 School activities (see Chart of Accounts)	\$34,190.20
512 School programs	\$4,243.88
513 Stewardship & fundraising	\$2,237.41
514 Property costs	\$52,255.59
515 Utilities	\$60,553.65
516 Insurance - Property	\$29,835.20
517 Liturgical (& apostolic)	
518 Furniture & fixtures	
519 Transportation - student related	\$5,845.08
520 Transportation - administrative & other	
521 Other	
522 Ordinary major purchases (\$5000 - \$20000)	
TOTAL ORDINARY EXPENSES	B \$2,533,769.43

ORDINARY NET INCOME (LOSS) (A-B)* C \$0.00
 (Ordinary net income should be zero or converge on zero)

EXTRAORDINARY INCOME	
601 Building & renovation income from parishes (Central Schools Only)	
602 Value of Technology Initiative	\$92,581.60
TOTAL EXTRAORDINARY INCOME	D \$92,581.60
EXTRAORDINARY EXPENSES	
701 Major purchases (\$20,000 or more: list p. 4)	
702 Depreciation (optional)	
703 Less capitalizations (optional)	
TOTAL EXTRAORDINARY EXPENSES	E \$0.00
NET INCOME (LOSS) (C+D-E)	\$92,581.60

City **Lincoln, NE**

School **St. Joseph Catholic School**

Please fill in all applicable blanks in this form -
do not send computer printout

ASSETS (Account Numbers Optional)

100 Assets

101 Checking - main \$88,145.81
 102 Petty cash
 103 Savings (local institution(s))

104 Certificates of deposit (list)

 Total Certificate of deposit \$0.00

105 DI&L (central schools only) \$671,835.40
 106 Endowments
 107 Activities funds (list all)
 Hot Lunch \$55,790.55
 School Family Association \$27,055.29
 Total Activities funds \$111,258.47

121 Receivables from parishes

122 Receivable from Hot Lunch Program

123 Other receivables -\$9,342.39

 Total other receivables -\$9,342.39

Fixed Assets (central schools only)*

131 Central school building \$9,023,995.30
 132 Land \$400,000.00
 133 Property fixtures \$1,602,772.16
 134 School furniture (major purchases)
 135 School equipment
 136 Computers
 137 Renovations
 138 New construction (specify below)

151 Less: Accumulated depreciation (if any) \$3,108,476.63
 Total fixed assets \$7,918,290.83

161 Vehicles

 Total vehicles \$0.00

171 Other assets (specify)

 Total other assets \$0.00

TOTAL ASSETS A **\$8,780,188.12**

200 LIABILITIES (Account Numbers Optional)

201 Deferred revenues \$12,410.86

202 Payable to parishes

203 Payable to Hot Lunch Program

204 Funds held for organizations

205 Payroll liabilities \$45,902.15

206 Payable to endowments (central schools only) \$41,901.75

207 Other payables

Church Collections Payable \$16,592.68

Total other payables \$16,592.68

TOTAL LIABILITIES B **\$116,807.44**

300 EQUITY (Total assets minus total liabilities)

EQUITY (A minus B) C **\$8,663,380.68**

TOTAL LIABILITIES & EQUITY (B+C) **\$8,780,188.12**

NOTE: See chart of accounts

* The cost of fixed assets for parish schools should be carried on the books of the parish.

Our main checking account was last reconciled on (date):
 for/as of (last bank statement date, preferably June 30):
 by

mm/dd/yy

07/26/17

06/30/17

Ann Wackel

(name of individual who performed the reconciliations)

This form is to be emailed to the CFO by the local Chief Administrative Officer. By emailing this, the local CAO acknowledges that he has reviewed and verified the accuracy of this 4 page report.

**FISCAL YEAR ENDED: JUNE 30, 2017
FINANCIAL QUESTIONNAIRE**

BANK ACCOUNTS

- List all bank accounts (and the bank name) with the parish Federal Identification Number.

		Listed on		June 30 Balance
		Balance Sheet?*		
1	St. Joseph Catholic Church of Lincoln - Union Bank	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No	\$6,200.78
2	St. Joseph Catholic Church of Lincoln Mass Stipend - Union Bank	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No	\$12,410.86
3	St. Joseph Catholic Church of Lincoln Raffle Account- Union Bank	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No	\$23,252.32
4	St. Joseph Catholic Church of Lincoln Altar Society - Union Bank	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No	\$41,068.43
5	St. Joseph Catholic Church of Lincoln Youth Ministry - Union Bank	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No	\$5,213.42
6	St. Joseph School Activities - Union Bank	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No	\$28,412.63
7	St. Joseph Catholic Church of Lincoln Hot Lunch - Union Bank	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No	\$55,790.55
8	St. Joseph School Family - Union Bank	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No	\$16,330.22
9	St. Joseph Scrip - Union Bank	<input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No	\$50,696.21
10	St. Joseph Men's Basketball and St. Joseph Card Marathon - Union Bank	<input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No	\$807.20
Total				<u>\$240,182.62</u>

SCHOOL AFFILIATE ORGANIZATIONS AND FUNDS

- List all school affiliates or funds (e.g. Home & School Association; Athletic League; etc.) and attach a "School Affiliate Organization" Statement of Cash Receipts & Disbursements (Form F-1) for each affiliate or fund

- 1 St. Joseph School Family Association
- 2 St. Joseph Scrip
- 3
- 4

UNRECORDED AMOUNTS OWED

- List any significant (over \$500) unpaid bills owed to vendors that have NOT been recorded on the books:

Is this question applicable?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Estimated payment date	Amount Due
			\$
			\$
			\$
			\$
			\$

PAYROLL PROCESSING

- Does the school file Federal Quarterly 941 reports? Yes No If "No," who files the returns?

- Does the school issue W-2's and W-3's? Yes No If "No," who issues the W-2's and W-3's?

MAJOR PURCHASES AND FIXED ASSETS

- List any major purchases (over \$5,000) during the fiscal year (include cost):

Is this question applicable?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
			\$
			\$
			\$
			\$

- Are there any needs or plans for any major purchases, construction, repairs, and/or remodeling next fiscal year?

If so, list (include estimated cost): Yes No Possibly

	\$
	\$
	\$
	\$
	\$

Lincoln, NE
St. Joseph Catholic School

FISCAL YEAR ENDED: JUNE 30, 2017
Conclusion of FINANCIAL QUESTIONNAIRE
(See below UNIT (PER PUPIL) COSTS and Listing of Major Purchases)

CHARITABLE TRUSTS

- Is the school a beneficiary of any charitable trusts? **No**
 If so, what is the aggregate value of the trusts)?

What were the distributions during the course of the year?

- Were the distributions in accord with the beneficiary's "Last Will and Testament?" Yes No N/A
- Is a copy of the Last Will and Testament on file and available? Yes No N/A

ACCOUNTING SOFTWARE

- Does the school utilize computerized accounting software? Yes No
- If so, list the name and version of the software being used. QuickBooks Pro 2015

CHECKLIST OF REPORTS SUBMITTED TO THE DIOCESAN EDUCATION OFFICE

Completed & Enclosed

- Profit & Loss Statement (page 1 of this report)
- Balance Sheet (page 2 of this report)
- Financial Questionnaire (page 3 & 4 of this report)
- Unit Costs (page 4 of this report)

UNIT (PER PUPIL) COSTS and Listing of Major Purchases

School Grade Levels

K to 8.00

Average Daily Attendance**	1	439.10
Average Daily Membership##	2	461.70
Total ordinary expenses (from page 1)	3	\$2,533,769.43
Less ordinary major expenses (from page 1, #522)	4	\$0.00
Ordinary expenses less major expenses (3 minus 4)	5	\$2,533,769.43
Value of Technology Initiative (from page 1 #602)	6	\$92,581.60
Ordinary Expenses plus Technology Initiative (Line 5 plus Line 6)	7	\$2,626,351.03
Annual Cost Per Pupil (Line 7 divided by Line 2)	8	\$5,688.44
Total extraordinary expenses (from page 1, E)	9	\$0.00
Extraordinary Cost Per Pupil (Line 9 divided by 2)	10	\$0.00

**ADA is available through the PowerSchool Software or, to calculate ADA, use the aggregate days of attendance divided by the total number of days that the program was in operation during the year.

##ADM, is available through the PowerSchool Software or, to calculate ADM, use the aggregate days of membership divided by the total number of days that the program was in operation during the year

Lincoln, NE
 St. Joseph Catholic School