

Cindy Schneible

From: noreply@civicplus.com
Sent: Thursday, November 30, 2017 10:27 AM
To: Cindy Schneible
Subject: Online Form Submittal: Grant Application

Grant Application

Step 1

Important Information

- **Form Function Note:** In order to go back from a page in the form to a previous page, all required fields on the page must be populated.
- Please read the McKinney Community Development Corporation Grant Guidelines prior to completing this application.
- The Grant Guidelines are available on this website, or can be obtained by calling 214-544-0296.
- Please call to discuss your plans for submitting an application in advance of completing this form.
- Completed application and all supporting documents are required to be submitted electronically or on a thumb drive for consideration by the McKinney Community Development Corporation (MCDC) board. Please submit physical applications with thumb drives to:

McKinney Community Development Corporation
5900 South Lake Forest Boulevard, Suite 110
McKinney, TX 75070

- If you are interested in a preliminary review of your project proposal or idea, please complete and submit the Letter of Inquiry form which is available on this website, or by calling 214-544-0296.
- **Applications must be completed in full, using this form electronically (or physically with the requested thumb drive by mail), and received by MCDC by 5 p.m. on the application deadline indicated on the "Grants" page of this website.**

Organization Information

| | |
|-----------------------|------------------------------|
| Name | St. Peter's Episcopal Church |
| Federal Tax ID Number | 75-1447168 |
| Incorporation Date | 12/27/2007 |
| Mailing Address | 511 Foote St. |
| City | McKinney |

| | |
|--|--|
| State | TX |
| Zip Code | 75069 |
| Phone Number | 972-562-1166 |
| Fax Number | 972-562-1166 |
| Email Address | jstclair@stpetersmckinney.com |
| Organization Type | Nonprofit - 501(c) (Attach a copy of IRS Determination Letter) |
| IRS Determination Letter | St. Peters IRS Determination Letter.pdf |
| Professional Affiliations and Organizations to Which Your Organization Belongs | Episcopal Diocese of Dallas, McKinney Chamber of Commerce |

Representative & Contact Information

Representative Completing Application:

| | |
|---------------|-------------------------------|
| Name | Jamie St.Clair |
| Title | Outreach Coordinator |
| Address | 511 Foote St. |
| City | McKinney |
| State | TX |
| Zip Code | 75069 |
| Phone Number | 972-896-5086 |
| Fax Number | <i>Field not completed.</i> |
| Email Address | jstclair@stpetersmckinney.com |

(Section Break)

Contact for Communications Between MCDC and Organization:

| | |
|---------|----------------------|
| Name | Jamie St.Clair |
| Title | Outreach Coordinator |
| Address | 511 Foote ST. |
| City | McKinney |

| | |
|---------------|-------------------------------|
| State | TX |
| Zip Code | 75069 |
| Phone Number | 972-896-5086 |
| Fax Number | <i>Field not completed.</i> |
| Email Address | jstclair@stpetersmckinney.com |

Project Information

| | |
|----------------------------------|---------|
| Funding - Total Amount Requested | \$7,500 |
|----------------------------------|---------|

| | |
|---------------------------|---|
| Matching Funds Available: | 0 |
|---------------------------|---|

| | |
|--|---|
| Funding Requested from Other City of McKinney Entities | 0 |
|--|---|

| | |
|---|---------------------|
| Community Event/Project/Promotion: Start and Completion Dates | 8/1/2017 - 5/3/2018 |
|---|---------------------|

| | |
|--------------------|-----------------------------|
| Board of Directors | <i>Field not completed.</i> |
|--------------------|-----------------------------|

| | |
|------------------|-----------------------------|
| Leadership Staff | <i>Field not completed.</i> |
|------------------|-----------------------------|

| | |
|-------------------------------|--|
| Board of Directors Attachment | Board of Directors - St. Peters 2017.pdf |
|-------------------------------|--|

| | |
|-----------------------------|--|
| Leadership Staff Attachment | Leadership Staff - St. Peters 2017.pdf |
|-----------------------------|--|

(Section Break)

Using the outline below, provide a narrative:

1: Applying Organization

- Describe the mission, strategic goals and objectives, scope of services, day to day operations and number of paid staff and volunteers.
- Disclose and summarize any significant, planned organizational changes and describe their potential impact on the Project / Promotion / Community Event for which funds are requested.

2: Project / Promotion / Community Event (whichever is applicable)

- *Outline details of the Project / Promotion / Community Event for which funds are requested. Include information regarding scope, goals, objectives, and target audience.*
- **For Promotional Grants / Community Events** - *describe how this initiative will promote the City of McKinney for the purpose of business development and/or tourism.*
- *Describe how the proposed Project / Promotion / Community Event fulfills the strategic goals and objectives for your organization.*
- *Please also include planned activities, time frame/schedule, and estimated attendance and admission fees if applicable.*
- *Include the venue/location for the Project / Promotion / Community Event.*
- *Provide a timeline for the Project / Promotion / Community Event.*
- *Detail goals for growth/expansion in future years.*

Provide specific information to illustrate how this Project / Promotion / Community Event aligns with one or more of the goals and strategies adopted by McKinney City Council and McKinney Community Development:

- *Eligible for MCDC consideration under Sections 501 to 505 of the Texas Local Government Code (refer to MCDC Grant Guidelines)*
- *Meet citizen needs for quality of life improvements, business development and sustainable economic growth for residents in the City of McKinney*
- *Support for cultural, sports, fitness, entertainment, community projects and events that attract resident and visitor participation and contribute to quality of life, business development and increased McKinney sales tax revenue*
- *Highlight and promote McKinney as a unique destination for residents and visitors alike*
- *Demonstrate informed financial planning – addressing long-term costs, budget consequences and sustainability of projects for which funding is requested*
- *Educate the community about the impact local dining and shopping has on investment in quality of life Improvements in McKinney*

Indicate which of the goals listed in the narrative instructions will be supported by the proposed Project / Promotion / Community Event:

Empty Bowls McKinney will promote the City of McKinney for the purpose of business development and tourism.

3: Financial

- *Provide an overview of the organization's financial status including the impact of this grant request on organization mission and goals*
-

- *Please attach your budget for the current year and audited financial statements for the preceding two years. If audited financials are not available, please indicate why.*

4: Marketing and Outreach

- *Describe marketing plans and outreach strategies for your organization, for the Project / Promotion / Community Event for which you are requesting funding, and how they are designed to help you achieve current and future goals.*

5: Metrics to Evaluate Success

- *Outline the metrics that will be used to evaluate success of the proposed Project / Promotion / Community Event. If funding is awarded, a final report will be required summarizing success in achieving objectives outlined for the event.*

| | |
|--|---|
| Completed Narrative | 2017 Empty Bowls McKinney Grant Narrative.pdf |
| Funding & Sources | |
| Project Grants | A new project |
| Has a request for funding for this Project / Promotion / Community Event been submitted to MCDC in the past? | Yes |
| Has a feasibility study or market analysis been completed for this proposal? | No |
| What is the estimated total cost for this Project / Promotion / Community Event? | \$30,420 |
| Attach Budget | Empty Bowls McKinney 2018 Budget.pdf |
| What percentage of the Project / Promotion / Community Event funding will be provided by the Applicant? | 0 |

| | |
|--|-----------------------------|
| Are matching funds available? | No |
| Cash | <i>Field not completed.</i> |
| Source | <i>Field not completed.</i> |
| Percent of Total | <i>Field not completed.</i> |
| In-Kind | <i>Field not completed.</i> |
| Source | <i>Field not completed.</i> |
| Percentage of Total | <i>Field not completed.</i> |
| Are other sources of funding available? | <i>Field not completed.</i> |
| Have any other federal, state, or municipal entities or foundations been approached for funding? | <i>Field not completed.</i> |

Financial

| | |
|---|---|
| Upload Current Profit and Loss Statement | 2017.10 St. Peters Financial Report.pdf |
| Upload Current Year Budget | 2017.10 St. Peters Financial Report.pdf |
| Are audited financials available? | No |
| Why are audited financials not available? | St. Peter's is audited every 3 years, the last year being 2015. |

Acknowledgements

If funding is approved by the MCDC board of directors, Applicant will assure:

- *The Project / Promotion / Community Event for which financial assistance is sought will be administered by or under the supervision of the applying organization;*
- *All funds awarded will be used exclusively for the purpose described in this application;*
- *MCDC will be recognized in all marketing, outreach, advertising and public relations as a funder of the Project / Promotion / Community Event. Specifics to be agreed upon by applicant and MCDC and included in an executed performance agreement;*

- *Organization's officials who have signed the application are authorized by the organization to submit the application;*
- *Applicant will comply with the MCDC Grant Guidelines in executing the Project / Promotion / Community Event for which funds were received.*
- *A final report detailing the success of the Project / Promotion / Community Event, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the Project / Promotion / Community Event.*
- *Up to 80% of the approved grant may be provided, on a reimbursement basis, prior to conclusion of the Project / Promotion / Community Event with submission of invoices/receipts to MCDC. The final 20% may be paid following MCDC's receipt of unpaid invoices/receipts; documentation of fulfillment of obligations to MCDC; and final report on the Project / Promotion / Community Event.*
- *The required performance agreement will contain a provision certifying that the applicant does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. Further, should the applicant be convicted of a violation under 8 U.S.C. § 1324a(f), the applicant will be required to repay the amount of the public subsidy provided under the agreement plus interest, at an agreed to interest rate, not later than the 120th day after the date the MCDC notifies the applicant of the violation.*

Incomplete applications or those received after the deadline listed in the application guidelines will not be considered.

(Section Break)

| | |
|---------------------------------------|--|
| Applicant Electronic Signature | Selecting this option indicates your agreement with the above statement. |
| Chief Executive Officer | The Reverend Perry Mullins |
| Representative Completing Application | Jamie St.Clair |
| Date | 11/30/2017 |

Email not displaying correctly? [View it in your browser.](#)

St. Peter's Episcopal Church

Empty Bowls McKinney 2017 Grant Narrative

I. Applying Organization

St. Peter's Episcopal Church is one of three Episcopal churches in McKinney and is a member of the Episcopal Diocese of Dallas. We are a thriving congregation of people who are passionate about reaching out to those in need in our community. We have eleven staff members and untold number of volunteers.

We created our Empty Bowls McKinney event in 2012 to raise money to combat hunger in our community. The event supports hunger initiatives at Community Lifeline Center.

II. Community Event

a. **Event Overview:**

In 2012, St. Peter's Episcopal Church joined Empty Bowls events around the world and Empty Bowls McKinney was established. Each local group that organizes an Empty Bowls event designs the event to address the needs of the hungry and food insecure residents of their community. Empty Bowls is a concept created by The Imagine Render Group (www.emptybowls.net) as an international grassroots effort to fight hunger. The basic premise is simple: "Potters and other craftspeople, educators and others work with the community to create handcrafted bowls. Guests are invited to a simple meal of soup and bread. In exchange for a cash donation, guests are asked to keep a bowl as a reminder of all the empty bowls in the world. The money raised is donated to an organization working to end hunger and food insecurity."

On May 3, 2018, we will hold our 7th annual event from 6:00pm to 8:00pm. This year, Blount Fine Foods has agreed to be our title sponsor. Whole Foods Market in Fairview will again to be our presenting sponsor. We expect to increase our attendance to 1000 people. McKinney's Community Lifeline Center (CLC) is the beneficiary of our event. In 2012, our event grossed \$4,500. Last year, our sixth year, we grossed over \$62,000.

In 2018, the cost for tickets will be \$25 when purchased in advance, with a limited number of Collector's Club tickets for \$75. Collector's Club ticket holders get early access to the event and get to choose their event bowl from an exclusive collection. Children ages 10 and under can attend for free when accompanied by a paying adult (we want to be affordable to young families).

Our event promotes local artists from McKinney and surrounding communities. We have grown from 2 participating artists in 2012 to over 50 artists in 2017. Artists who donate to the silent auction have their pieces displayed for the month prior to the event in the Heard-Craig Center for the Arts. Their pieces are also promoted on our website – www.EmptyBowlsMcKinney.com and through our social media. We are also working with the art programs of local high schools and colleges to give their students an opportunity to participate.

St. Peter's Episcopal Church

Empty Bowls McKinney 2017 Grant Narrative

We also impact the business development of local restaurants. We have 14 McKinney Square restaurants participating in Empty Bowls McKinney, each with a booth providing samples of soup or sweets. We had prominent signage on each booth displaying the restaurant name and soup type. Restaurants have the option to provide advertising flyers and/or coupons. Several restaurants had event attendees visit their establishment after the event.

b. Timeline

| Date | Activity |
|----------|---|
| 08/01/17 | Begin soliciting sponsors |
| 09/01/17 | Reach out to artists with participation information |
| 11/07/17 | Get Dirty - Fight Hunger I @ St. Peter's (6:30 - 8:00) - Community Bowl Making Workshop |
| 11/30/17 | Submit Special Event Permit to close Kentucky Street for event |
| 01/22/18 | Get Dirty - Fight Hunger II @ FUMC The Hub (6:30 - 8:00) - Community Bowl Making Workshop |
| 02/20/18 | tentative - Get Dirty - Fight Hunger III @ Whole Foods - Community Bowl Making Workshop |
| 03/16/18 | Auction & Showcase bowls due to McKinney Art Studio |
| 04/02/18 | Silent Auction goes live |
| 04/02/18 | Display auction bowls at Heard Craig Center for the Arts |
| 04/20/18 | Limited Edition & Event bowls due to St. Peter's |
| 05/03/18 | Empty Bowls McKinney at McKinney Performing Arts Center, 6:00 - 8:00pm |

St. Peter's Episcopal Church

Empty Bowls McKinney 2017 Grant Narrative

c. Supporting MCDC Goals:

- **Empty Bowls McKinney will promote the City of McKinney for the purpose of business development and/or tourism by providing an annual, entertaining, experience to people living in the North Texas area who appreciate art and want to contribute to fight hunger in our local area. It is an event that attracts McKinney resident and visitor participation. Our attendance has increased each year as the word spreads about the event. Last year we had 900 people!**
- **Empty Bowls McKinney will continue to increase McKinney tourism. In 2017, over 26% of attendees lived outside of McKinney.**
- **The money we raise impacts the quality of life in McKinney through the hunger initiatives of Community Lifeline Center. CLC distributes 60,000+ pounds of food and hygiene items each year to people in need in North Collin County.**
- **We promote McKinney artists and help the art community to grow. We have grown from 2 participating artists to over 50.**
- **We promote the participating restaurants and increase their business. They have the opportunity at the event to bring promotional material and/or incentives to the event. We will bring 1000 people to the Square on a Thursday night in May 2018.**
- **Empty Bowls McKinney is a self-sustaining annual event that has demonstrated increased attendance and revenue each year. In 6 years, gross revenue has grown from \$4,500 at the first event to \$62,000 in its sixth year. Financial success of the event depends not only on attendance, but also on the sponsorships and contributions of businesses, churches and service organizations from McKinney and other Collin County Communities. Blount Foods, a new McKinney food manufacturer became a two years ago, prior to opening their McKinney facility. In 2018 they are our Title Sponsor! Whole Foods Market of Fairview has committed to be the 2018 Presenting Sponsor.**

St. Peter's Episcopal Church

Empty Bowls McKinney 2017 Grant Narrative

III. Financial:

- a. **Financials:** Current financials with the 2017 budget are included. St. Peter's is only audited once every 3 years, the last year being 2015.
- b. **Proposed Budget**

| Projected Event Income | 2018 Budget |
|-------------------------------|------------------------|
| Item | |
| MCDC Community Event Grant | \$7,500.00 |
| Sponsorships | \$30,000.00 |
| Donations | \$1,000.00 |
| Bowl Making | \$1,000.00 |
| Admissions | \$17,000.00 |
| Silent Auction Proceeds | \$4,000.00 |
| Raffle Proceeds | \$3,000.00 |
| Merchandise Sales | \$200.00 |
| Extra Bowl Sales | \$2,500.00 |
| People's Choice | \$500.00 |
| After Event Sales | \$2,000.00 |
| TOTAL | \$68,700.00 |

| Projected Event Expenses | 2018 Budget |
|---|------------------------|
| Item | |
| Supplies | \$4,500.00 |
| Kentucky Street rentals | \$4,500.00 |
| MPAC rental | \$500.00 |
| Sponsor Appreciation | \$1,000.00 |
| T-Shirts (for volunteers & artists) | \$2,500.00 |
| Benefit Bidding - online silent auction | \$900.00 |
| Bowl Making | \$1,500.00 |
| Security at event | \$420.00 |
| PayPal + Eventbrite | \$1,600.00 |
| Advertising: | \$8,000.00 |
| Signs | \$5,000.00 |
| TOTAL | \$30,420.00 |
| NET INCOME | \$38,280.00 |

St. Peter's Episcopal Church

Empty Bowls McKinney 2017 Grant Narrative

V. Marketing and Outreach:

a. Our advertising for past events has included:

- Empty Bowls cards provided to artists for MAST (McKinney Art Studio Tour)
- Posters put up in shops by retailers around McKinney
- Visits to professional groups (Rotary, Kiwanis & Lions) in McKinney
- Email through Historic Homes Association
- Active Facebook page – over 800 likes and growing
- Facebook postings by MCDC, MPAC & participating vendors
- MPAC advertised event on their website, emails & marquee
- Banners on church property
- Advertising in our church bulletins and emails (St. Peter's, FUMC & The Parks Church)
- Ad in the Stonebridge Ranch HOA Newsletter
- Ad in the Twin Creeks News (HOA Newsletter) - Allen
- Ad 2 months in Allen Image magazine, and one article included
- Ad in Community Impact Newspaper – McKinney, Frisco & Plano editions
- Story submitted to community info at KLAK radio, KRLD radio & KERA radio
- Articles in the McKinney Courier-Gazette
- Advertise on billboard along Central Expwy in McKinney (Hobson Signs)

b. With a grant from MCDC, we hope to utilize the following advertising vehicles to help us reach our attendance goals (within and without McKinney):

- Print cards, posters & banners to advertise the event
- Advertise on billboard along Central Expwy in McKinney (Hobson Signs)
- Advertise in Allen Image
- Advertise in the Stonebridge Ranch HOA Newsletter
- Advertise in the Twin Creeks News (HOA Newsletter) – Allen
- Advertise in Community Impact Newspaper, multiple editions
- Advertise with Star Local Media in Plano, Allen, Frisco & McKinney
- Advertise on KLAK radio station
- Place yard signs around McKinney & Allen
- Boost posts on Facebook
- Increase traffic to event website – www.EmptyBowlsMcKinney.com – with additional content

St. Peter's Episcopal Church

Empty Bowls McKinney 2017 Grant Narrative

VII. Metrics to Evaluate Success:

- a. **Attendance:** We expect to bring 1000 people to the McKinney Square on a Thursday night in May 2018 and positively impact the businesses who participate in our event and/or are located nearby.
- b. **Non-McKinney Attendance:** We expect to maintain our non-McKinney participation at more than 20% of the participants in 2018.
- c. **Monetary Impact:** We expect to raise at least \$65,000 in gross proceeds and contribute \$35,000 to Community Lifeline Center.

EMPTY BOWLS MCKINNEY

11/29/2017

| Projected Event Income | 2018 Budget |
|-------------------------------|--------------------|
| Item | |
| MCDC Community Event Grant | \$7,500.00 |
| Sponsorships | \$30,000.00 |
| Donations | \$1,000.00 |
| Bowl Making | \$1,000.00 |
| Admissions | \$17,000.00 |
| Silent Auction Proceeds | \$4,000.00 |
| Raffle Proceeds | \$3,000.00 |
| Merchandise Sales | \$200.00 |
| Extra Bowl Sales | \$2,500.00 |
| Peoples Choice | \$500.00 |
| After Event Sales | \$2,000.00 |
| TOTAL | \$68,700.00 |

| Projected Event Expenses | 2018 Budget |
|---|--------------------|
| Item | |
| Supplies | \$4,500.00 |
| Kentucky Street expansion | \$4,500.00 |
| MPAC rental | \$500.00 |
| Sponsor Appreciation | \$1,000.00 |
| T-Shirts (for volunteers & artists) | \$2,500.00 |
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| Bowl Making | \$1,500.00 |
| Security at event | \$420.00 |
| PayPal + Eventbrite | \$1,600.00 |
| Advertising: | \$8,000.00 |
| Signs | \$5,000.00 |
| TOTAL | \$30,420.00 |
| NET INCOME | \$38,280.00 |

**St. Peter's Episcopal Church
2017 Vestry Members**

Johnnie Sorrells, *Sr. Warden*
Sue McNaughton, *Jr. Warden*

Becky Aly

Bobby Apple

Curtis Burlbaw

Lynn Christensen

Mike McCleskey

Kaye Woolery Moreno

Tom Shaw

Sara Thomas

Eric Williams

Bob Wood

**St. Peter's Episcopal Church
2017 Leadership Staff**

The Rev. Perry Mullins, *Rector*

The Rev. Kathy Garrett, *Associate Rector/Youth Ministries*

The Rev. Betty Breyfogle, *Deacon*

Tammy Snively, *Ministry Coordinator*

Georgia Thompson, *Director of Children's Ministries*

Catherine Raible, *Children's Choir Director*

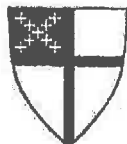
Evan Snyder, *Interim Organist and Choirmaster*

Jamie St. Clair, *Outreach Coordinator*

Mariana Pearson, *Parish Administrator*

Sharon Childers, *Parish Secretary*

Tad Murley, *Sexton*



THE EPISCOPAL CHURCH

THE DOMESTIC AND FOREIGN MISSIONARY SOCIETY
OF THE PROTESTANT EPISCOPAL CHURCH IN THE UNITED STATES OF AMERICA

FOUNDED 1821 ■ INCORPORATED 1846

January 18, 2008

To whom it may concern:

The Protestant Episcopal Church in the United States of America, also known as the Episcopal Church, whose federal tax identification number is 31-1629166, is an unincorporated association that has since the 1940s continuously enjoyed an explicit federal “group” tax-exemption under the Internal Revenue Code. The Church’s status is currently reflected in its listing in the IRS Cumulative List of Tax Exempt Organizations, p. 2538 (2003 ed.) (note the Code “1” in the listing denoting group exemption).

The Church’s Group Exemption Number is GEN. No. 3741.

This exemption covers the Episcopal Church and those of its “Dioceses in the U.S. and Institutions Thereof” that elect to come under the group exemption, even though the latter are not separately listed in the Cumulative List.

According to our records, the following organization is covered by this exemption since May 2001: The Episcopal Diocese of Dallas – 1630 North Garrett Avenue, Dallas, TX 75206 – EIN #75-0800638.

Sincerely yours,

N. Kurt Barnes
Treasurer

THE EPISCOPAL CHURCH CENTER

815 SECOND AVENUE NEW YORK, NY 10017-4503 USA ■ 212-716-6000 ■ 800 334-7626 ■ www.episcopalchurch.org

Internal Revenue Service

**Department of the Treasury
P.O. Box 2508
Cincinnati, OH 45201**

Date: August 5, 2003

Protestant Episcopal Church in the
United States of America
Episcopal Church
815 2nd Ave.
New York, NY 10017-4503

Person to Contact:

Ms. Smith #31-07262
Contact Representative

Toll Free Telephone Number:

8:00 A.M. to 6:30 P.M. EST
877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

31-1629166

Group Exemption Number:

3741

Dear Sir or Madam:

This is in response to your request of August 5, 2003 regarding a copy of your organization's group exemption letter.

In January 1940 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information submitted, we recognized the subordinates named on the list your organization supplied as exempt from federal income tax under section 501(c)(3) of the Code. Also, we classified those subordinates as organizations that are not private foundations because they are organizations of the type described in sections 509(a)(1) and 170(b)(1)(A)(i) of the Code.

Donors may deduct contributions to your organization's subordinates as provided in section 170 of the Code. Bequests, legacies, devises, transfers or gifts to the subordinates or for their use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Your organization and its subordinates are not required to file federal income tax returns unless subject to the tax on unrelated business income under section 511 of the Code. If subject to this tax, the organization must file an income tax return on Form 990-T, *Exempt Organization Business Income Tax Return*. In this letter, we are not determining whether any of your organization or its subordinates' present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

Unless specifically excepted, your organization and its subordinates are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid each employee during a calendar year. This does not apply, however, if your organization makes or has made a timely election under section 3121(w) of the Code to be exempt from such tax. Your organization and its subordinates are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

**St. Peter's Episcopal Church
Financial Statements
For the month of October, 2017**

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| 3 | Summary Statement of Revenue and Expenses |
| 4 | Operating Revenue Comparison |

St. Peter's Episcopal Church
Statement of Financial Position
As of October 31, 2017 and September 30, 2017

| | <u>10/31/2017</u> | <u>9/30/2017</u> |
|---|---------------------|---------------------|
| Assets | | |
| Cash - Operating Account | \$ 66,451 | \$ 65,932 |
| Cash - Capital Improvement Account | \$ 4,167 | \$ 3,958 |
| Total Cash - Unrestricted | <u>\$ 70,617</u> | <u>\$ 69,891</u> |
| Cash - Restricted | \$ 153,032 | \$ 111,909 |
| Prepaid Expenses | \$ 3,100 | \$ 3,100 |
| Land | \$ 303,000 | \$ 303,000 |
| Depreciable Assets - Net | \$ 1,187,385 | \$ 1,187,385 |
| Donated Assets-Crypt & Cemetary Plots | \$ 2,000 | \$ 2,000 |
| Vanguard Brokerage Account | \$ 217,017 | \$ 216,648 |
| Foundation & Emerson-A/C Loan | \$ 2,903 | \$ 3,260 |
| Total Assets | <u>\$ 1,939,054</u> | <u>\$ 1,897,193</u> |
| Liabilities | | |
| Accrued Expenses | \$ 816 | \$ 816 |
| Tenant's Deposit | \$ 500 | \$ 500 |
| Other Liabilities | \$ 153 | \$ - |
| Note payable | \$ 18,780 | \$ 19,946 |
| Mortgage on Lamar Street House | \$ 108,857 | \$ 109,550 |
| Affiliate Loans | \$ 2,903 | \$ 3,260 |
| Total Liabilities | <u>\$ 132,008</u> | <u>\$ 134,072</u> |
| Net Assets | | |
| Unrestricted: | | |
| Fund Principal | \$ 1,429,928 | \$ 1,427,345 |
| Restricted : | | |
| Capital Improvement Account | \$ 4,167 | \$ 3,958 |
| Temporarily Restricted | \$ 153,032 | \$ 111,909 |
| Permanently Restricted | \$ 219,919 | \$ 219,908 |
| Total Net Assets | <u>\$ 1,807,045</u> | <u>\$ 1,763,121</u> |
| Total Liabilities, Fund Principal & Restricted Funds | <u>\$ 1,939,054</u> | <u>\$ 1,897,193</u> |

St. Peter's Episcopal Church
Statement of Revenue and Expenses - Summary View
For the month ended October 31, 2017

| | Month | | | YTD | | | Budget Remaining |
|--|----------------|---------------|----------------|-----------------|----------------|--------------------|------------------|
| | Actual | Budget | Vs Budget | Actual | Budget | Vs Budget | |
| Revenue | | | | | | | |
| Operating Offerings | \$ 52,378 | \$ 53,039 | \$ (661) | 478,403 | 530,385 | \$ (51,982) | \$ 158,059 |
| Other Revenue | 381 | 340 | 41 | 6,136 | 3,396 | 2,740 | (2,061) |
| Total Revenue | 52,759 | 53,378 | (620) | 484,538 | 533,781 | (49,243) | 155,999 |
| Operating Expenses | | | | | | | |
| Outreach (incls Diocesan Assessment) | 6,294 | 6,944 | 650 | 68,436 | 69,439 | 1,003 | 14,891 |
| Personnel | 34,141 | 31,964 | (2,176) | 309,910 | 319,641 | 9,731 | 73,660 |
| Insurance | (930) | 1,162 | 2,092 | 10,973 | 11,623 | 650 | 2,974 |
| Office Services | 1,697 | 2,029 | 332 | 19,887 | 20,288 | 401 | 4,459 |
| Congregational Live | | | | | | | |
| Music Ministries | 3,000 | 1,583 | (1,417) | 9,225 | 15,833 | 6,609 | 9,775 |
| Children & Family Ministries | (260) | 647 | 907 | 7,514 | 6,474 | (1,039) | 255 |
| Youth Ministries | 943 | 673 | (270) | 1,081 | 6,729 | 5,648 | 6,994 |
| Ministry Coordinator Ministries | 1,243 | 508 | (736) | 2,011 | 5,078 | 3,067 | 4,083 |
| Other Congregational Life | 621 | 913 | 292 | 12,790 | 9,127 | (3,663) | (1,838) |
| Property Expense | 4,689 | 4,840 | 152 | 48,433 | 48,404 | (29) | 9,652 |
| Total Expenses | 51,438 | 51,264 | (174) | 490,258 | 512,636 | 22,378 | 124,906 |
| Net Revenues | 1,321 | 2,114 | (793) | (5,720) | 21,144 | (26,865) | 31,093 |
| Non Operating Income / (Expense) | 1,061 | 500 | 562 | 10,212 | 4,995 | 5,216 | (4,217) |
| Non Income Statement Expenditures | | | | | | | |
| Scheduled Loan Payments - Bank, Lamar & A/C | 2,217 | 2,164 | (53) | 21,851 | 21,638 | (213) | 4,114 |
| Extra Principal on Bank Loan | - | - | - | - | - | - | - |
| Fixed Asset Additions-Operating Budget | - | 242 | 242 | - | 2,418 | 2,418 | 2,902 |
| Repayment of Capital Improvement Account | 208 | 208 | - | 2,083 | 2,083 | - | 417 |
| Fixed Asset & Debt Reductions-Donor Specified | - | - | - | - | - | - | - |
| Total Non Income Statement Expenditures | 2,425 | 2,614 | 189 | 23,935 | 26,140 | 2,205 | 7,433 |
| Net Total Before Vestry Action | \$ (43) | \$ 0 | \$ (43) | (19,443) | 0 | \$ (19,443) | \$ 19,443 |
| Fixed Asset Additions-Vestry Action | 0 | 0 | 0 | - | - | 0 | 0 |
| Net Total After Vestry Action | \$ (43) | \$ 0 | \$ (43) | (19,443) | 0 | \$ (19,443) | \$ 19,443 |

St. Peter's Episcopal Church
Offering receipts - Other than Capital Campaign

| <u>Month</u> | 2017 | | | 2016 | | | 2015 | | 2014 | | 2013 | | 5 | 5-Year |
|--------------------------------------|----------|-------------|-----------|------------|-------------|-----------|----------|-------------|----------|-------------|----------|-------------|-------------|----------------|
| | Receipts | % of Budget | Monthly % | Receipts | % of Actual | Monthly % | Receipts | % of Actual | Receipts | % of Actual | Receipts | % of Actual | <u>Avg.</u> | <u>Average</u> |
| January | 44,193 | 6.9% | 6.9% | 57,677 | 8.9% | 8.9% | 44,634 | 7.1% | 49,808 | 7.8% | 46,662 | 7.8% | 7.7% | 7.7% |
| February | 48,867 | 14.6% | 7.7% | 50,362 | 16.7% | 7.8% | 46,158 | 14.5% | 45,601 | 15.0% | 48,168 | 15.9% | 15.4% | 7.6% |
| March | 45,665 | 21.8% | 7.2% | 57,524 | 25.7% | 8.9% | 55,440 | 23.4% | 55,590 | 23.7% | 58,375 | 25.7% | 24.1% | 8.7% |
| April | 52,773 | 30.1% | 8.3% | 53,191 | 33.9% | 8.2% | 52,519 | 31.8% | 48,681 | 31.4% | 40,864 | 32.6% | 32.0% | 7.9% |
| May | 43,520 | 36.9% | 6.8% | 50,728 | 41.8% | 7.9% | 47,569 | 39.4% | 45,224 | 38.5% | 48,755 | 40.8% | 39.5% | 7.5% |
| June | 41,676 | 43.5% | 6.5% | 48,759 | 49.3% | 7.6% | 41,219 | 46.0% | 53,612 | 46.9% | 46,500 | 48.6% | 46.9% | 7.4% |
| July | 45,718 | 50.7% | 7.2% | 50,174 | 57.1% | 7.8% | 51,466 | 54.2% | 52,272 | 55.2% | 42,458 | 55.7% | 54.6% | 7.7% |
| August | 56,135 | 59.5% | 8.8% | 56,225 | 65.8% | 8.7% | 61,428 | 64.1% | 54,164 | 63.7% | 42,797 | 62.9% | 63.2% | 8.6% |
| September | 47,479 | 66.9% | 7.5% | 49,210 | 73.4% | 7.6% | 45,814 | 71.4% | 45,911 | 70.9% | 54,932 | 72.2% | 71.0% | 7.8% |
| October | 52,378 | 75.2% | 8.2% | 50,386 | 81.2% | 7.8% | 46,813 | 78.9% | 46,427 | 78.2% | 45,068 | 79.7% | 78.6% | 7.7% |
| November | - | 75.2% | | 51,175 | 89.2% | 7.9% | 60,198 | 88.5% | 56,341 | 87.1% | 47,994 | 87.8% | 88.3% | 8.5% |
| December | - | 75.2% | | 69,808 | 100.0% | 10.8% | 71,893 | 100.0% | 82,218 | 100.0% | 72,622 | 100.0% | 100.0% | 11.7% |
| Totals | 478,403 | | | 645,220 | | 100.0% | 625,150 | | 635,848 | | 595,195 | | | |
| % Chg | -8.74% | | | 3.21% | | | -1.68% | | 6.83% | | 4.90% | | | |
| % of Budget | 75.17% | | | 97.14% | | | 99.77% | | 101.27% | | 99.52% | | | |
| Total Budget | 636,462 | | | 664,215 | | | 626,577 | | 627,904 | | 598,080 | | | |
| % Chg to Budget | -4.2% | | | 6.0% | | | -0.2% | | 5.0% | | 10.6% | | | |
| % Chg to Actual | -1.4% | | | 6.2% | | | -1.5% | | 5.5% | | 5.4% | | | |
| Cumulative % Difference | | | | -3.5% | | | | | | | | | | |
| Amount of June Cumulative Difference | | | | \$(22,149) | | | | | | | | | | |

St. Peter's Episcopal Church
Statement of Revenue and Expenses - Summary View
Comparative View of 2016 & 2015 Results and 2017 Budget

| | 2016 | | 2015 | | 2017 Budget | |
|--|-------------------|-------------------|--------------------|--------------------|-------------------|--------------------|
| | Actual | Budget | Actual | 2016 vs. 2015 | Budget | 2017 vs. 2016 |
| Revenue | | | | | | |
| Operating Offerings | \$ 645,220 | \$ 664,215 | \$ (18,995) | \$ 20,070 | \$ 636,462 | \$ (8,758) |
| Other Revenue | \$ 6,976 | \$ 4,100 | \$ 2,876 | \$ (3,269) | \$ 4,075 | \$ (2,901) |
| Total Revenue | \$ 652,196 | \$ 668,315 | \$ (16,119) | \$ 16,800 | \$ 640,537 | \$ (11,659) |
| Expenses | | | | | | |
| Diocesan Assessment & Outreach | | | | | | |
| Personnel | \$ 100,764 | \$ 103,589 | \$ 2,825 | \$ (4,731) | \$ 83,327 | \$ 17,437 |
| Insurance | \$ 377,912 | \$ 379,719 | \$ 1,806 | \$ (4,643) | \$ 383,569 | \$ (5,657) |
| Office Services (including Audit Expense) | \$ 13,853 | \$ 12,747 | \$ (1,106) | \$ (1,320) | \$ 13,948 | \$ (95) |
| Music Ministries | \$ 28,493 | \$ 27,228 | \$ (1,265) | \$ (8,095) | \$ 24,345 | \$ 4,148 |
| Children & Family Ministries | \$ 18,051 | \$ 20,000 | \$ 1,949 | \$ (4,782) | \$ 19,000 | \$ (949) |
| Youth Ministries | \$ 8,094 | \$ 7,900 | \$ (194) | \$ 785 | \$ 7,769 | \$ 325 |
| Other Congregational Life | \$ 6,930 | \$ 8,500 | \$ 1,570 | \$ 1,033 | \$ 8,075 | \$ (1,145) |
| Property Expense | \$ 17,246 | \$ 19,578 | \$ 2,333 | \$ (5,378) | \$ 17,046 | \$ 200 |
| Total Operating Expenses | \$ 51,081 | \$ 60,510 | \$ 9,429 | \$ 4,617 | \$ 58,085 | \$ (7,004) |
| | \$ 622,424 | \$ 639,770 | \$ 17,347 | \$ (22,513) | \$ 615,164 | \$ 7,260 |
| Operating Income Before Depreciation | \$ 29,772 | \$ 28,544 | \$ 1,228 | \$ (5,713) | \$ 25,373 | \$ (4,399) |
| Net on Rental Property | \$ 5,327 | \$ 5,169 | \$ 158 | \$ 3 | \$ 5,995 | \$ 668 |
| Net Assets Released/Donor | \$ 48,196 | \$ - | \$ 48,196 | \$ 41,958 | \$ - | \$ - |
| Non Income Statement Expenditures | | | | | | |
| Principal on Loans-Operating Budget | \$ 26,308 | \$ 25,974 | \$ (334) | \$ (1,011) | \$ 25,966 | \$ 343 |
| Donor Specified-Fixed Assets & Loan Repayments | \$ 48,196 | \$ - | \$ (48,196) | \$ (41,958) | \$ - | \$ 48,196 |
| Special Vestry Actions | \$ 12,249 | \$ - | \$ (12,249) | \$ (12,249) | \$ - | \$ 12,249 |
| Repayment of Capital Improvement Fund | \$ 2,083 | \$ 2,500 | \$ 417 | \$ (2,083) | \$ 2,500 | \$ (417) |
| Fixed Asset Additions-Operating Budget | \$ 1,370 | \$ 5,000 | \$ 3,630 | \$ 4,639 | \$ 2,902 | \$ (1,532) |
| Total Non Income Statement Expenditures | \$ 90,207 | \$ 33,475 | \$ (56,732) | \$ (52,663) | \$ 31,368 | \$ 58,839 |
| Net Surplus (Deficit) | \$ (6,912) | \$ 238 | \$ (7,150) | \$ (16,415) | \$ 0 | \$ 6,912 |
| Less: Depreciation | \$ 78,386 | NA | NA | \$ (8,589) | NA | NA |
| Add: Non Income Statement Expenditures | \$ 90,207 | \$ 33,475 | \$ (56,732) | \$ 52,663 | \$ 31,368 | \$ (58,839) |
| Net Income | \$ 4,909 | NA | NA | \$ 27,658 | NA | NA |

