

# Church of the Incarnation

## **A Guide to Parish Finances**

**Parishioners Contributions:** In addition to the weekly Liturgy “offerings”, the Parish appreciates all those who support all additional sources of revenue.

**General Collections:** Our Parish maintains four general collections. Parishioners are offered the use of envelopes mailed to their home, the use of “electronic funds withdrawal” on a monthly or bi-monthly basis, or the use of credit cards for all four offerings (easily accessed from our website).

**General Offertory:** This fund supports all of the general operations of the Parish including the Worship Center environment, heating and air conditioning, support of our Nursery, salaries for the staff, maintenance and repairs, and all other general supplies and operations.

**Outreach Ministry:** This fund directly assists those in need within our Parish and the greater Charlottesville community through the payment of housing, food, medical, education/scholarships and transportation expenses. The General Offertory supports all administrative costs of running this ministry.

**Haiti Ministry:** This fund supports health, education and development programs in partnership with the Orders of the Little Brothers and the Little Sisters of the Incarnation in Pandiassou, Haiti. The money also assists in the travel/accommodations for our parish trips to Haiti.

**Debt Reduction:** The proceeds of this fund are used to pay off the outstanding loan on the renovations and expansion of our parish facilities.

### **Other Contributions**

***Religious Education Fees:*** Our Parish charges a very reasonable fee for religious education instruction held September through April each year. These fees cover the cost of the textbooks and additional supplies.

***Coffee and Donut Offering:*** Our Sunday fellowship offers an enjoyable way to gather with other parishioners. The Parish appreciates all families who enjoy the weekly donut holes and coffee in supporting this ministry.

***Catholic Virginian:*** Every registered member of our Parish receives the bi-weekly Diocesan newspaper, *The Catholic Virginian*. The subscription cost the parish \$12.50 per family. We appreciate all those who assist us by paying for this newspaper through the designated envelope or the offertory.

***Other income:*** The Parish appreciates all those who assist with the purchase of altar flowers, the sponsorship of *Gather* hymnal books to honor/memorialize loved ones, the payment of subscriptions to *The Catholic Virginian*, and those who donate to “Love” offerings.

***Youth Envelopes:*** Donation envelopes for our younger members are available in the Parish Hall and from the Christian Formation office to teach our youth the importance of sharing our gifts.

***Second collections:*** Every few weeks our Parish takes up a “second collection.” These collections are mandated by the Diocese and help support education, programs, and ministries throughout the Diocese, the United States, and the world.

## **Parish Expenses:**

Our parish continues to feel the effects of the rising costs of supplies, vendor services (trash pickup, parish cleaning, etc...) and energy (oil, electricity and gas). In addition, our growing Hispanic community requires more resources now with a full-time Parochial Vicar.

***General Operations:*** Our Parish is no different from any other organization; we must pay for all of our supplies, vendors, heating/cooling and electrical bills, staff salaries, support for our web/internet/e-mail systems, maintenance of our 12-acre campus with two large buildings as well as the Rectory (home for our priests) and our clergy's associated expenses for living. These costs are not immune to yearly inflation increases.

***Cathedraticum:*** The Diocese of Richmond "taxes" each Parish 9 ½% of all regular income to help support the Diocesan office (Chancery) and ministerial and administrative support to the Parishes and Diocesan schools.

***Charlottesville Catholic School:*** The Diocese assesses each Charlottesville Parish \$8,000 to support our local Catholic Pre-K through Grade 8 school on Pen Park Road.

***Catholic Virginian:*** Every registered member of our Parish receives the bi-weekly Diocesan newspaper, *The Catholic Virginian*. The subscription to this paper costs the parish \$12.50 per family. We appreciate all those who assist us by paying for the subscription through the envelope or offertory.

## **Additional Financial Considerations**

***Sacraments:*** At the Church of the Incarnation, all sacraments are "free of charge". However, we encourage parishioners to use their best judgment in offering a gift or "stipend" for occasions such as weddings or baptisms. There also may be associated retreat or book fees for sacramental preparation.

***Liturgical Ministry Support:*** We appreciate the support parishioners provide in purchasing altar and ambo flowers in honor and memory of your loved ones. Our parish also graciously accepts other monetary or gifts-in-kind for sacramental wine and sacred vessels, etc....

***Incarnation affiliation discounts:*** As a registered member of Incarnation, parishioners receive discounts on membership and initiation fees at ACAC and Gold's Gym Fitness Centers and other parishioner businesses throughout the year. (Parishioners who would like to offer similar discounts through their businesses should contact the Parish office.)

***Incarnation business support:*** Our Parish hosts "Incarnation Nights" at Baja Bean and Cici's Pizza. In addition to good food and fellowship, Incarnation receives a portion of the receipts from the evening. This additional income helps us support various ministries throughout the year. (Parishioners who would like to offer similar incentives through their businesses should contact the Parish Office.)

***Fundraisers:*** A large portion of our Youth Ministry income comes from the fundraisers organized by our Youth Minister. The Parish appreciates all those who buy muffins and baked goods, have their car washed, donate their homes and food, or simply put dollars into the collection jar during these youth activity/retreat/mission trip fundraisers.