

	A	B	C	D	E	F	G	H
1	Zion Baptist Church							
2	2021 Proposed Budget Detail							
3	Acct #	Description	Main Campus Portion	North Campus Portion	2021 Budget Proposed	2020 Budget Approved	Adds/(Savings) Identified by B&F Comm.	Notes
4								
5	40000	INCOME						
6	40000	Collections						
7	41000	Tithes	853,000	138,500	991,500	991,700		Main Campus tithes and offering revenue reduced from 2020 budget; however overall budget for these lines retained by additional of North Campus. Revenue includes all sources including e-giving. North Campus Rental Revenue reflects contracts currently in place.
8	41010	Gifts & Offerings	210,000	29,500	239,500	239,500		
9	41020	Senior Center Program	8,000	0	8,000	8,000		
10	41030	Men's Day	20,000	0	20,000	20,000		
11	41040	Women's Day	20,000	0	20,000	20,000		
12	41050	Church Anniversary	24,000	0	24,000	24,000		
13	41999	Total Collections	1,135,000	168,000	1,303,000	1,303,200		
14								
15	43000	Gifts and Bequests						
16	43010	Memorials	0	0	0	3,500		Due to unpredictable nature of these revenue sources, projected minimal or no income for these categories. North Campus Rental Revenue reflects contracts currently in place.
17	43030	Commemorations	0	0	0	0		
18	43999	Total Gifts and Bequests	0	0	0	3,500		
19	44020	Church School	7,500	0	7,500	15,000		
20	44030	Mid-Week Bible Study	0	0	0	2,500		
21	44040	Recordings	0	0	0	2,000		
22	44050	Interest Income	500	0	500	500		
23	44051	Dividends	250	0	250	750		
24	44060	Facilities Usage	-	17,500	17,500	4,000		
25	44999	Total Other Resources	8,250	17,500	25,750	24,750		
26								
27	45000	Special Offerings						
28	45009	Revivals	2,000	0	2,000	4,000		
29	45010	United Negro College Fund	6,000	0	6,000	8,000		
30	45999	Total Special Offerings	8,000	0	8,000	12,000		
31								
32	47020	Pulpit Flowers	0	0	0	1,000		
33								
34	49999	TOTAL INCOME	1,151,250	185,500	1,336,750	1,344,450		
35								
36	50000	BUDGETED EXPENSES						
37	50000	SALARIES & BENEFITS						
38	50000	Church Salaries						
39	51020	Pastor (Cash Compensation)	83,382	0	83,382	83,382		
40	51030	Building Superintendent	28,932	0	28,932	28,932		
41	51035	Assistant Sexton I	0	0	0	0		
42	51040	Assistant Sexton II	13,520	0	13,520	13,520		
43	51045	Assistant Sexton III	21,840	0	21,840	21,840		
44	51050	Bookkeeper/Accountant	0	0	0	15,000		
45	51051	Executive Minister	0	63,000	63,000	0	(12,000)	Compensation is \$75K which includes \$63K in salary and \$12K in retirement.
46	51055	Minister for Ministry Development & Community	27,000	0	27,000	27,000		
47	51070	Executive Assistant to Pastor	43,911	0	43,911	43,911		

	A	B	C	D	E	F	G	H
96	53069	TOTAL PASTORAL & STAFF BENEFITS	181,621	12,550	194,171	192,621		
97								
98	53070	Honoraria & Admin						
99	53070	Honoraria						
100	53075	Guest Ministers (Honoraria)	4,000	0	4,000	12,000		
101	53076	Guest Ministers (Expenses)	1,000	0	1,000	1,400		
102	53078	Total Honoraria	5,000	0	5,000	13,400		
103								
104	53080	Treasurer	3,227	0	3,227	3,227		
105	53081	Assistant Treasurer	1,658	0	1,658	1,658		
106	53082	Secretary	1,660	0	1,660	3,320	(1,660)	
107	53083	Assistant Secretary	829	0	829	1,658	(829)	
108	53084	Church Clerk	3,220	0	3,220	3,320		
109	53085	Assistant Church Clerk	1,699	0	1,699	1,699		
110	53086	Publicity Coordinator	1,534	0	1,534	3,067	(1,534)	
111	53088	Multi-Media Tech 1	10,000	0	10,000	10,000		
112	53089	Multi Media Tech 2	10,000	0	10,000	10,000		
113	53091	Sunday Nurse Coordinator 1	1,560	0	1,560	3,120	(2,600)	
114		Sunday Nurse Coordinator 2	1,040	0	1,040	2,080		
115	53092	Additional Honoraria	700	0	700	1,400	(700)	
116	53093	Total Honoraria & Admin	37,127	0	37,127	57,949	(7,323)	
117								
118	53099	TOTAL SALARIES & BENEFITS	714,333	80,050	794,383	810,155	(77,823)	
119								
120	54000	OPERATING EXPENSES						
121	54000	General Maintenance						
122	54000	Building & Grounds						
123	54010	Church	35,000	5,500	40,500	35,000		
124	54015	Family Life Center	6,000		6,000	5,700		
125	xxxxx	Family Life Center Roof	8,000	0	8,000	8,000		
126	54018	Total Building & Grounds	49,000	5,500	54,500	48,700		
127								
128	54019	Furniture	0	0	0	0		
129	54028	Total Furniture	0	0	0	0		
130								
131	54029	Equipment	0	0	0	0		
132	54030	Equipment Purchase	2,000	0	2,000	1,000		
133	54031	Vehicle Payments/Refurbishment	-	0	-	0		
134	54035	Equipment Service/Repair	2,500	0	2,500	2,500		
135	54036	Vehicle Maintenance	1,000	0	1,000	0		
136	54038	Total Equipment	5,500	0	5,500	3,500		
137								
138	54039	Maintenance Supplies						
139	54042	Janitorial Supplies	4,500	0	4,500	6,500		
140	54044	Mileage Reimbursement	100	0	100	150		
141	54049	Total Maintenance Supplies	4,600	0	4,600	6,650		
142								
143	xxxxx	COVID-19 Related Special Costs						
144	xxxxx	Special Cleaning Contract	18,000	10,000	28,000			Costs as provided by Special Committee plus \$5K contingency

Given the expected impact of COVID-19 in the first six months of 2021, certain stipend positions have been reduced by 50%.

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145	xxxxx	PPE	3,000	0	3,000			
146	xxxxx	Cleaning and Other Supplies	4,850	0	4,850			
147	xxxxx	COVID-19 Costs Contingency	5,000	0	5,000			
148		Total COVID-19 Related Special Costs	30,850	10,000	40,850			
149								
150	54059	Total General and COVID Related Maintenance	89,950	15,500	105,450	50,850		
151								
152	54100	UTILITIES EXPENSE						Per assumptions -all utilities budgeted to reflect estimated savings due to Church building closure.
153	54100	Electric						
154	54105	Electric - Church	15,500	1,800	17,300	22,400	(6,900)	\$6900 Cost savings due to Church building closure per Zion Finance Staff
155	54110	Electric - Family Life Center	2,500	-	2,500	3,600		
156	54119	Total Electric	18,000	1,800	19,800	26,000		
157								
158	54120	Gas						
159	54125	Gas - Church	10,000	2,000	12,000	13,300	(3,000)	\$3,000 cost savings due to Church building closure per Zion Finance Staff
160	54130	Gas - Family Life Center	4,000	-	4,000	7,500		
161	54139	Total Gas	14,000	2,000	16,000	20,800		
162								
163	54140	Water				0		
164	54145	Water - Church	9,000	1,200	10,200	10,000	(1,000)	\$1,000 deduction taken due to church Closure per Zion Finance Staff
165	54150	Water - Family Life Center	2,000	-	2,000	2,500		
166	54159	Total Water	11,000	1,200	12,200	12,500		
167								
168	54160	TOTAL UTILITIES EXPENSE	43,000	5,000	48,000	59,300	(10,900)	
169								
170	54161	PRINTING, EQUIPMENT LEASING & DATA PROCESSING						
171	54161	Onsite Printing	0	0	0			
172	54165	Equipment/Copier Rental	20,000	0	20,000	37,200		Expect to purchase/lease a more cost effective copier(s) for 2021. Still investigating.
173	54170	Copier & Computer Supplies	300	0	300	1,000		
174	54180	Computer Leasing/Purchase	1,000	0	1,000	2,500		
175	54185	Computer Servicing Contract	5,000	0	5,000	12,000		Estimated
176	54190	Computer Software Upgrades/Renewals (Shelby)	4,000	0	4,000	2,500		
177	54193	Total Onsite Printing	30,300	0	30,300	55,200		
178								
179	54195	External Printing/Copying	1,000	0	1,000	2,000		
180	54199	TOTAL PRINTING & DATA PROCESSING	31,300	0	31,300	57,200		
181								
182	54200	Advertising & Publicity and Virtual Broadcasting						
183	54205	Washington Post	300	0	300	1,000		
184	54210	Other Media	0	0	0	1,000		
185	54215	Social Media/Website/Domain Name Fees	2,000		2,000	3,000		
186	xxxxx	Virtual Broadcasting Costs	20,000	0	20,000	0		
187	54219	Total Advertising & Publicity and Virtual Broadcasting	22,300	0	22,300	5,000		
188								
189	54220	Other Expenses				0		
190	54225	Subscriptions/Publications	500	0	500	1,000		

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191	54230	Postage & Shipping	5,000	0	5,000	4,500		
192	54235	Messenger Service	100	0	100	100		
193	54245	Flower Expense	1,000	0	1,000	3,000		
194	54249	Total Other Expenses	6,600	0	6,600	8,600		
195								
196	54250	Supplies				0		
197	54255	Office Supplies	6,000	0	6,000	11,000		
198	54260	Communion Supplies	1,000	0	1,000	1,500		
199	54269	Total Supplies	7,000	0	7,000	12,500		
200								
201	54270	Telephone/Internet Expense						
202	54275	Telephone/Internet - Church	18,000	3,048	21,048	18,000		Main Campus services - telephone/internet (\$18000) and cell phone (\$2500 in account 54215 above) is \$21,000 for full year (\$1750 per month). North Campus is \$254 per month or \$3,048.
203	54288	Total Telephone/Internet Expense	18,000	3,048	21,048	18,000		
204								
205	54289	Insurance				0		
206	54290	Van/Mini Bus	2,000	0	2,000	2,500		
207	54291	Key Man Insurance	7,000	0	7,000	7,000		Key Man Insurance covers Pastor, but is owed by church.
208	54295	Comprehensive	15,000	0	15,000	13,000		Comprehensive Insurance Includes property, general business and Directors & Officers coverage.
209	54299	Total Insurance	24,000	0	24,000	22,500		
210								
211	54300	Other Expenses				0		
212	54305	Repasts and Refreshments	3,000	0	3,000	10,000		
213	54310	Sunday Breakfast Program	1,000	0	1,000	3,000		
214	54312	Payroll Expenses	3,000	0	3,000	3,000		
215	54315	Bank Charges	9,000	0	9,000	9,000		
216	54316	E-giving Service Charge & Monthly Fee	4,000	0	4,000	3,500		
217	54320	Line of Credit Monthly Payments	24,000	0	24,000	24,000		
218	54324	Interest Expense- Credit Cards	1,000	0	1,000	1,200		
219		United Negro College Fund	6,000	0	6,000	8,000		
220	54329	Total Other Expenses	51,000	-	51,000	53,700		
221								
222	54999	TOTAL OPERATING EXPENSES	293,150	23,548	316,698	287,650	(10,900)	
223								
224	56899	TOTAL INTERNAL CHURCH MINISTRIES	67,000	4,000	71,000	118,850		Placeholder at summary level
225								
226								
227	56999	SALARIES/BENEFITS, OPERATING EXPENSES and INTERNAL MINISTRIES	1,074,483	107,598	1,182,081	1,216,654	(88,723)	
228								
229		SCHOLARSHIP ALLOCATION (\$2k/month)	34,000	0	34,000	40,000		Note that some scholarship accounts will have cash at 12/31/2020 to support 2021 awards
230								
231	57099	TOTAL OUTREACH BUDGET	52,000	6,000	58,000	94,480		Placeholder at summary level
232	xxxxx	Outstanding Transfers Diaconate	6,000	-	6,000	0	6,000	Reflects estimated outstanding transfers to the Diaconate account at 1/1/2021. Process change proposal in review to help ensure this amount will not grow due to new contributions.
233								
234	xxxxx	CONTINGENCY	0	0	0	0		
235								
236		North Site Improvements						

	A	B	C	D	E	F	G	H
237	xxxxx	Repairs	0	19,000	19,000		19,000	Budget & Finance Committee estimate based on Inspection Report
238	xxxxx	Branding	0	2,500	2,500		2,500	Per Email from Transition Committee
239								
240		Capital Related - Debt Payments						
241	xxxxx	C-PACE Loan Payments (Interest & Principal)	120,235	0	120,235	104,000		Note the CPACE amount for 2021, is not reduced by the \$25,000 already set aside. The amounts to be set aside through 10/1 - 12/31/2021 provide a start on the amount needed in 2022. Mortgage for North Site has been validated.
242	xxxxx	North Site Mortgage /Debt Payments (Interest & Principal)	0	10,560	10,560	0		
243	xxxxx	Marlin Lease Payments (Sanctuary Equipment)	49,316	0	49,316	49,316		
244		Total Capital Related - Debt Payments	169,551	10,560	180,111	153,316		
245								
246	59999	TOTAL BUDGETED EXPENSES	1,336,034	145,658	1,481,692	1,311,134	(61,223)	
247								
248	99989	NET BUDGETED INCOME before Special Revenue	(184,784)	39,842	(144,942)	33,316		
249								
250		Special Revenue						
251	52010	Designated Fund Income	135,000	0	135,000	150,000	15,000	Trinity Fund based on 135 members contributing \$1,000 each
252	42010	Scholarship Contribution Income	10,000	0	10,000	10,000		
253		Total Special Revenue	145,000	0	145,000	160,000	15,000	
254								
255		Projected Net Income (Deficit)	(39,784)	39,842	58	-	(46,223)	