



Budget Considerations During COVID-19

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Scenario Planning - Tithing

- ▶ Plan for different scenarios in FY2021:
 - ▶ What if Mass resumes with Social Distancing in July and remains for the entire year? What would the effect be on tithing?
 - ▶ What if there is another spike of COVID-19 in the winter and Masses are cancelled thru the winter? What is the effect on tithing?
 - ▶ Review the amount of electronic giving you are currently receiving – can you count on this? Can you increase it?

Scenario Planning – Fundraisers

- ▶ Suggestions for different scenarios for fundraisers:
 - ▶ What if no in-person fundraisers can take place in FY2021? Do you have other options (a virtual fundraiser)? What effect does this have on fundraising income?
 - ▶ What if the fundraiser can take place, but at limited numbers? What effect does this have on fundraising income?

Scenario Planning – Restricted Income

- ▶ Restricted Income usually is not used for operational expenses. However, a reduction can still have an effect on the organization.
 - ▶ An example would be Building Fund Income – is your parish planning to do any major building projects in the future and is counting on using the Building Fund? If contributions to the building fund decrease, what effect does that have on these plans?

Scenario Planning - Expenses

- ▶ Identify the following:
 - ▶ Any expenses that are controllable in the short-term?
 - ▶ Travel, mileage, employee education, subscriptions, printing, office supplies, etc.
 - ▶ Hiring freeze, employee furloughs, wage reductions/no wage increases
 - ▶ Contracts that could be cancelled or renegotiated?
 - ▶ Contracted services: cleaning, mowing
 - ▶ Copier
 - ▶ Expense reductions in the long-term?
 - ▶ Ways to reduce utilities
 - ▶ Delay remodeling/expansion projects
 - ▶ Avoid deferring maintenance expenses

Scenario Planning – Expenses Cont'd

- ▶ Identify possible increased expenses:
 - ▶ Electronic giving costs
 - ▶ Cleaning/Sanitizing supplies and labor
 - ▶ Livestreaming Mass expenses
 - ▶ Virtual meeting expenses
 - ▶ Electronic communications – Flocknote, Constant Contact
 - ▶ Increased mailing costs

Finance Council

- ▶ Make sure that you are communicating with the Finance Council regarding these different scenarios to get input. Document what assumptions were used and the logic behind them.
- ▶ We suggest working with a specific Finance Council member to iron out some of these details.