

ARCHDIOCESE
of BALTIMORE

FY 2023 BUDGET

*Report on Allocation and Use
of Cathedraticum*

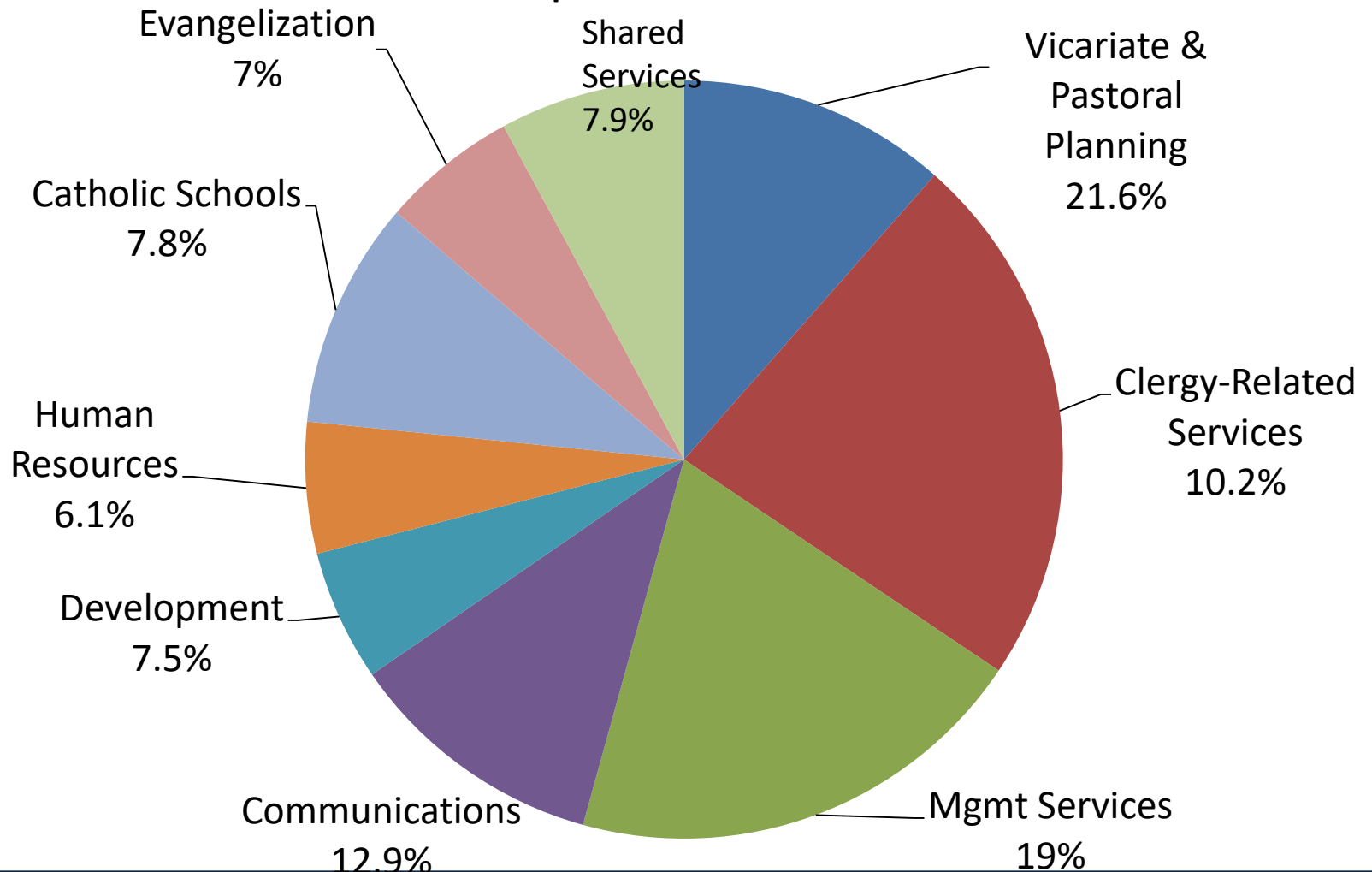


FY23 Budget Overview

Budget Area	Est. Expense	Primary Restraint/ Budget Policy
Central Service Core Operations	\$28.8 million <u>(13.9)</u> million \$14.9 million	Must stay within Cathedraticum. Estimated fees and other income help offset cathedraticum burden.
External Assistance (1)	\$4.8 million	Must stay within income generated from unrestricted gifts and interest income and dividends
Insurance Health Benefits Risk	\$46.2 million \$6.8 million \$13.2 million	All insurance programs are sustained by premiums paid by participants of the program – parish/schools/agencies of the Archdiocese.
(1) External assistance does not include approximately \$9 million in annual grants provided by the Archdiocese made possible from the funds raised in the Annual Appeal and Catholic Community Foundation.		



Catholic Center Core Operating Budget – FY23 Allocation of \$14.9 Million Cathedraticum

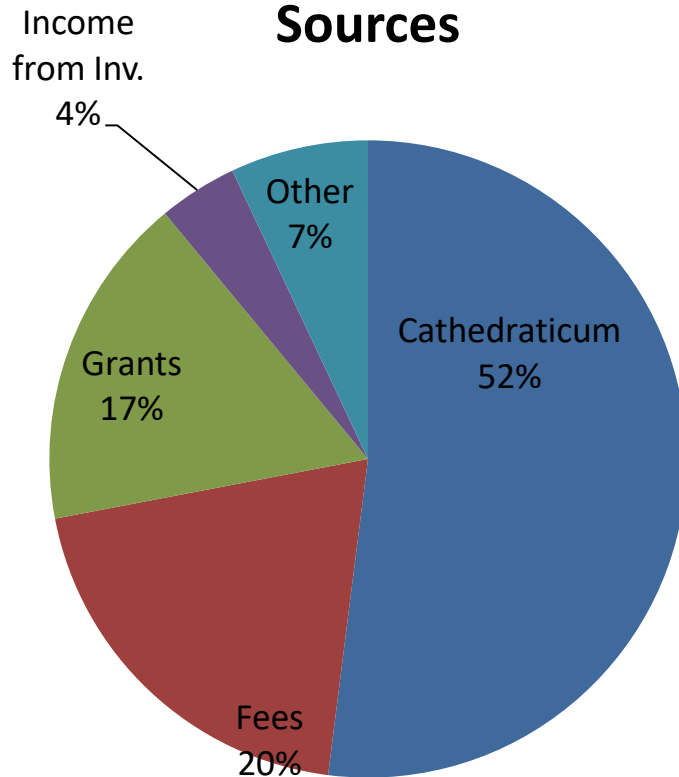




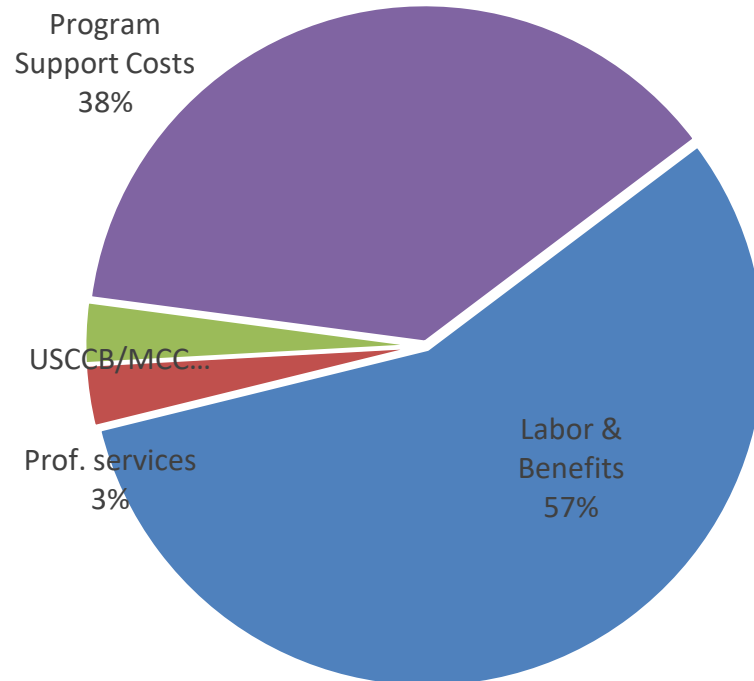
Overall Sources and Uses

FY23 Core Services Budget \$28.7m

Sources



Uses





What Generates the \$14.9 million of Cathedraticum?

- Assessment base is on parish unrestricted income
- Step % is applied to base
 - 1ST \$200k of base assessed 7.0%
 - 2ND \$100k of base assessed 15.5%
 - 3rd \$200k of base assessed 16.5%
 - Income based over \$500k assessed 17.0%
- No campaign-related collections or parish share income from Archdiocesan annual/capital appeals are included in base.
- Deductions on taxable income are given for any expense associated with revenue generated activity such as child care services, rental facilities, religious education and evangelization programs.
- Top 20 parishes generate 27% of total (Nativity was largest in FY23. Tax represented 15.5% of operating income and 16.7% of operating expense)
- Next 72 parishes generate 63% of total (represents, on average, 11.8% of operating income)
- Remaining 57 parishes generate 10% (St. Michael, Clear Spring, smallest. Tax represents 7.0% of operating income and 6.1% of operating expense)



Largest costs item is labor – Core Services Full Time Equivalent.
Controlling headcount remains a priority

Department	FY23 FTE	FY22FTE	Notes
Vicariate & Pastoral Planning & Clergy Services	41.0	37.0	
Communications	14.0	14.0	
Management Services	39.0	39.0	
Development	21.5	18.0	
Human Resources	8.0	8.0	
Evangelization	17.5	16.5	
Catholic Schools	16.0	17.0	
Totals	157.0	149.5	FY23 total salaries = \$12.5million, which represents a total increase of 10%.



Vicariate & Pastoral Planning

FY23 Divisional Budgets and Use of Cathedraticum

•Office of the Archbishop	\$1,404,364
• Vicariates	\$1,712,754
• Residence	\$412,257
• Tribunal Office	\$642,617
• Office of Child Protection	\$327,996
• Missions Office	<u>\$186,376</u>
Total cost budget	\$4,686,364

Total cost budget =	\$4,686,364
Less Support	
Program and Service fees	(121,781)
Investment/Grant/Other	(1,344,281)
 Cathedraticum Used	 \$3,220,302
 21.6% of Total Cathedraticum	

Major Programs/Events/Non-Labor Cost Items

- | | | |
|--------------------------------|-------------------------------|-------------------------------|
| * Apostleship of the Sea | * Archives | * African American Ministries |
| * Bishop Residences and Events | * Mission Cooperative & Haiti | |
| * Catholic University | * Chancellor Office | * Hispanic Ministries |



Vicariate and Pastoral Leadership Personnel Listing

- **Office of the Archbishop**
 - Archbishop William E. Lori
 - Rev. K Tyler, Secretary to Archbishop
 - Andrew Middleton, AOS Program
 - Diane Barr, Chancellor
 - Henrietta Yeboah, Admin
 - Victoria Corfman, Admin
- **Office of the Vicar General**
 - Bishop A. Parker, Vicar General
 - Janet Franchy, Admin
- **Vicariates**
 - Bishop B. Lewandowski, Vicar
 - Rev. J O'Connor, Special Ministry
 - Adrienne Curry, Director
 - Aziza Kayani, Admin
 - Manuel Aliago, Pastoral Associate
 - Christopher Yeung, Director
 - Geraldine Byrd, Project Manager
- **Hispanic Ministry**
 - Lia Garcia, Director
 - Ligia Pappas, Admin



Vicariate and Pastoral Leadership Personnel Listing

- **Tribunal**
 - Rev. Hamilton Okeke, Advocate
 - Teresa Ewen, Admin/Notary
 - Susan Smith, Admin/Notary
 - Chris Mahaley, Admin
 - Stipend Assistance
 - Rev. J. Opalda
 - B. Bettwy
 - M. Carter
 - Rev. C. Moore
 - Deacon A. Norcio
- **Missions Office**
 - Cindy Weinhold, Admin
- **Basilica Residence**
 - Richard Kelly, Chef
 - Jose Rivera, Facilities Mgmt
 - Lorelei Jones, Housekeeper
- **Office of Child Protection**
 - Jerri Burkhardt, Director
 - Christine Dustin, Coordinator
 - Sarah Gregorini, Associate Director



Clergy Related Services

FY23 Divisional Budgets and Use of Cathedraticum

Core Operating Services & Administration

• Division Clergy Personnel	\$665,111
• Vocations	\$3,018,381
• Hospital Chaplaincy	<u>\$494,913</u>
Total cost budget	\$4,178,405

Special Clergy-Related Areas (in external budget)

- Senior and Retired Priest
- Clergy on Assignment Outside of Parish – 16 priests

Major Programs/Events/Non-Labor Cost Items

- * Priest Retreats & Convocations
- * Permanent Diaconate Retreats & Convocations
- * Deacon Formation Programs
- * Room/Board/Support – Seminarians
- * Seminarian Internships & Formation
- * Quo Vadis Boys Camp/Fiat Days Girls Camp

Core Operating Areas

Total cost budget=	\$4,178,405
Less Support	
Program and Service fees	(267,477)
Investment/Grant/Other	(2,366,408)
Cathedraticum Used	\$1,544,520
10.2% of Total Cathedraticum	

Senior & Retired Priest Services

Cost of Assisted Living/Medical	\$2,490,787
Less Support	
Second collection Income	(150,000)
Endowment Income	(454,000)
Withdraw retire fund	(714,782)
Program fees/profit share	(816,005)
AAA Grant	(356,000)
Use of Cathedraticum *	zero
Cost of Clergy on Outside Assignment	\$629,321
Less Support provided by outside	(142,874)
Use of Unrestricted Gifts	(486,447)
Use of Cathedraticum *	zero

* Cathedraticum will be used if unrestricted gifts are not achieved in period.



Clergy-Related Services Personnel Listing

- **Division of Clergy Personnel**
 - Rev. James Proffitt, Director
 - Rev. William Foley, Services to Retired Priests
 - Ann Eder, Admin
 - Shuanta McCray, Admin
 - Daniel Madden, Admin
- **Hospital Chaplaincy**
 - Rev. William Spacek
 - Rev. Eugene Rodney
 - Rev. A Onwuegbuchulem
 - Rev, Greg Rapisarda
 - Open, Chaplain
- **Vocations Office**
 - Rev. Steven Roth, Director
 - Mary Beck, Admin
 - Rev. Matthew Himes, Special Ministry



Communications

FY23 Divisional Budgets and Use of Cathedraticum

Communications	\$1,398,165	Total cost budget =	\$3,057,326
Catholic Review	<u>\$1,659,161</u>	Less Support	
Total cost budget	\$3,057,326	Program and Service fees	(331,059)
		Investment/Grant/Other	(799,225)
		Cathedraticum Used	\$1,927,042
		12.9% of Total Cathedraticum	

Major Programs/Events/Non-Labor Cost Items

*Catholic Communications and Media

*Catholic Review: advertising, production, circulation and editorial



Communications Personnel Listing

- Communications Office

- Christian Kendzierski, Executive Director
- Tim Murphy, Director
- Gerard Jackson, Newsroom/Print/Web
- Lauren Robinson, Associate
- Yvonne Nordstrom, Director

- Catholic Review

- Chris Gunty, Associate Publisher
- Blake McCoy, Advertising
- Meritza Deras, Editorial
- Open, Editorial
- Open, Editorial
- George Matysek, Editorial
- Kevin Parks, Editorial
- Gabriella O’Brien, Production
- Regina Mitsos, Director



Department of Management Services

FY23 Divisional Budget and Use of Cathedraticum

• Exec/Fiscal Serv.	\$2,983,466
• Facilities and Real Estate	\$1,271,646
• Information Technology	\$1,804,879
• Building	Cost Allocated

Major Programs/Events/Non-Labor Cost Items

- Accounting & Administration services
IPLF, Inc.; CCF, Inc.; Insurance, Central Service budget;
lay and clergy retirement plans; development
campaigns, 70 internal audits; investments; Quickbooks
support; parish/school accounting support; financing.

-Real estate activity; support of major systems (boilers,
UST; HVAC, roofs, etc); project management, capital
project planning and support.

-Helpdesk; Archdiocesan email; Parishsoft;
Powerschool; Geo-code mapping; demographic
planning; website support; business systems and
machine support.

Total Cost Dept. of Mgmt Serv.	\$ 6,235,353
Less Support	
Fees from Insurance Prog.	(1,409,310)
Fees from IPLF	(250,000)
Fees from campaigns	(604,303)
Income from Rental Property	(48,520)
Real Estate fees	(572,000)
Project Management fees	(31,600)
Allocated to other Depts (Sq ft)	(175,363)
Grants Income	(3,008)
ParishSoft fees	(13,390)
Investment Income	(136,000)
Other	<u>(152,000)</u>
Cathedraticum Used	\$ 2,839,859

19.0% of Total Cathedraticum



Management Services Personnel Listing

- Office of the Executive/Fiscal Services

- John Matera, Executive Director/CFO
- Pam Kappes, Admin
- Mary Pat Stoval, Director
- Donna Del Bosque, Senior Financial Analyst
- Mark Beynon, Senior Financial Analyst
- Patrick Watkins, Internal Audit
- Robin Scannell, Accounts Receivable
- Karen Brackin, Accounts Payable
- Ashley Conley, Director, School Finance
- Jason Geisinger, Manager, Internal Audit
- Tracey Palmer, Manager
- JoAnn Hevey, Regional Controller
- Sharon Tornatore, Manager
- Lisa Faherty, Regional Controller
- Jane Andrews, Regional Controller
- Daniel Bowles, Assistant Controller
- Open, Admin

- Facilities and Real Estate Management

- Nolan McCoy, Director
- Myrtle Wright, Admin
- Ed Jones, Project Manager
- Doug Johnson, Project Manager
- John Macsherry, Project Manager
- Matt Reagan, Project Manager
- Open, Project Manager

- Information Technology

- Marcus Madsen, Director/CIO
- Melissa Haigley, Admin
- Wenan Zhao, Systems Administrator
- Dan Honemann, Database Administrator
- Greg Lucas, Infrastructure & Security Manager
- Jalil Sefiani, Network & Telecom Specialist
- Donna Elliott, Data Specialist Parishes
- Tigist Zewdie, Database Admin
- Ron Hurt, PIMS Manager
- Open, PIMS Coordinator
- Jeremiah Konfor, Help Desk



Management Services Personnel Listing

- Building Operations
 - Hugh Andes, Manager
 - Charles Quick, Superintendent
 - Michael Rasziewicz, Maintenance Associate
 - Debra Branch, Mail Room Clerk



Department of Development FY23 Budget and Use of Cathedraticum

Annual Appeal for Catholic Ministries \$6-8 million campaign. Parishes receive approx. \$1.5 million in parish share.

Partners in Excellence – Provides \$1.3 million in tuition assistance to disadvantaged families in Balto. city.

Catholic Community Foundation – Total Endowments have reached \$110 million, providing \$4.1 million in funds to parishes/schools across Archdiocese.

Annual gala provides additional \$300k in funding for school tuition assistance.

Embracing Our Mission capital campaign \$100 million goal is achieved. Funding school capital projects, tuition assistance, school endowments, clergy retirement programs, support of cathedrals and evangelization.

Total Cost Budget	\$ 2,819,061
Less Support	
Fees from Annual Appeal	(467,416)
Fees from CCF	(801,417)
Other fees & gift income	<u>(500,000)</u>
Cathedraticum Used	\$1,050,228
7.5% of Total Cathedraticum	

Operating funds generated by these campaign efforts (not including the Embracing Our Mission) provide approx \$13 million in funds used by parishes, schools and organization each year.

A return on investment of \$16 for every \$1 of cathedraticum supporting the department



Department of Development Personnel Listing

- Department of Development
 - Open, Executive Director
 - Cristal Backer, Manager
 - Tanika Harris, Senior Director
 - Kim Montgomery, Interim Executive Director
 - George Reed, Regional Director
 - Matt Anthony, Assistant Director
 - Susan Bernetich, Director
 - Nakkia Cottman, Assistant Director
 - Dawn Edwards, Director
 - James Hunter, Coordinator
 - James Vitrano, Communication Specialist
 - Dennis Lily, Sr Coordinator
 - Nicole Germain, Director
 - Maribeth Harper, Manager
 - Open,
 - Open,
 - Open,
 - Open, Manager



Department of Human Resources FY23 Divisional Budgets and Use of Cathedraticum

- Human Resources \$1,211,593
- H&B/Risk Insurance \$66 million

Provides comprehensive Human Resource services to parishes, schools, and organizations within the Archdiocese. Including: Recruitment; Screening and Referrals; Policy development; Labor law compliance; crisis intervention and conflict resolution.

Administrates Lay and Clergy Retirement plans

Leading the Ultipro standardized payroll and human resource system that all parishes and schools will adopt.

Total Net Budget	\$938,038
Cathedraticum Used	\$ 938,038
6.1% of Total Cathedraticum	

Cost of Health & Benefit Programs

Administration budget	\$2,878,391
Premiums, Claims and Other	47,834,436
Total Annual cost	\$50,712,827

Less support:

Monthly billing to participating parish, schools and org.'s	(50,712,827)
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Cathedraticum Used Zero

Cost of Risk Insurance

Administration budget	\$2,566,289
Premiums, Claims and Other	11,685,175
Total Annual cost	\$14,251,464

Less support:

Monthly billing to participating parish, schools and org.'s	\$(14,251,464)
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Cathedraticum Used Zero



Human Resources Personnel Listing

- **HR Central Services**
 - Joan Pelipesky, Executive Director
 - Monica Green, Coordinator
 - Patricia Pulley, Manager
 - Regina McCurdy, Director
 - Connie Vagrin, Manager
 - Molly Fern, Manager
 - Colleen Kuhn, Admin
 - Open, Recruiter
- **HR Management System (HRMS)**
 - Christina Copper, Manager
 - Tracey Hensel, HRMS Specialist
 - Stephanie Saint Fort, HRMS Specialist
- **Health & Benefits Insurance**
 - Pam Flora, Director
 - Avion Sutherland Joseph, Sr. Benefits Specialist
 - Cameron Edwards, Benefits Specialist
 - Shawndedra Thomason, Operations Specialist
- **Risk Insurance (Mgmt Services)**
 - Tom Alban, Director
 - Cathy O'Brien, Risk Specialist
 - Diana Appel, Admin
 - Jim Dimmer, Risk Specialist
 - Vicki Conley, Associate
 - Andrew Flood, Risk Specialist



Department of Catholic Schools

FY22 Divisional Budget and Use of Cathedraticum

Leads the Catholic School System of the Archdiocese of Baltimore.

- Curriculum and professional development
- Tuition and scholarship programs*
- Budget and Fiscal support
- Government Funded Programs
- Child Nutrition Lunch Program
- School Board development
- Mid-Atlantic Catholic School Consortium
- Teacher and Principal recruitment
- Child Nutrition Lunch Program (separate budget)

•Sources of Tuition Assistance and School Aid Projected for FY23 \$4,076,000

Partners in Excellence	\$1,675,000
Archdiocesan School Fund	982,000
Annual Appeal/EOM/CCF	1,419,000

Total Cost Budget	
Total cost of administration	\$2,750,980
Less Support	
Fees from schools per enrollment	(341,394)
Reimbursement of group purchase	(75,055)
Program Fees	(309,793)
Marketing Fees	(281,440)
Endowment from CCF	(453,148)
Investment Income	(100,000)
Grants and Other	<u>(20,000)</u>
Cathedraticum Used	\$1,170,151

7.8% of Total Cathedraticum



Department of Catholic Schools Personnel Listing

- Department of Catholic Schools
 - Open, Chancellor of Catholic Schools
 - Donna Hargens, Executive Director
 - Karen Murphy, Assoc. Superintendent
 - Gregory Komondor, Director
 - Open, Assoc. Superintendent
 - Chris Robinson, Regional Tech
 - Jane McClure, Admin
 - Alex Herzberg, Admin
 - Cailin Colegrove, Director
 - Open, Assoc. Superintendent
 - Joseph Oleszczuk, Director, School Information Technology
 - Sunda Cramer, Powerschool Coordinator
 - Eric Watts, Director
 - Laura Mooney, Director
 - Lisa Madgar, Coordinator, Regional Tech
 - Jennifer Lindstrom, Specialist
 - Kathleen Russo Garica, Specialist
- Child Nutrition Team (Separate Budget)
 - Pashur Green, Coordinator
 - April Bain, Administrator
 - Cafeteria workers at supported schools



Institute of Evangelization

FY23 Divisional Budgets and Use of Cathedraticum

•Admin and Parish Renew	\$1,015,726
• Office of Worship	\$281,532
• Life, Justice & Peace	\$567,629
• Family and Youth	\$674,710
• Campus Ministry	\$376,220
•Msgr. O’Dwyer Retreat House – Own budget – Zero tax	

Total cost budget =	\$2,915,816
Less Support	
Service contracts w/prisons	(109,696)
Grants from AAA/CCF	(1,481,376)
Camp Glow program fees	(40,000)
Family Life fees	(44,975)
Project Rachel/Respect life	(5,080)
Worship fees	(63,920)
Newman Centers @ Univ collections	(28,000)
Investments/Other	<u>(80,025)</u>
Cathedraticum Used	\$1,062,744
5.8% of Total Cathedraticum	

Adult Oriented Evangelization

- Prisons - Deaf - Disabled
- Formation Curriculum - Marriage & Family
- Special liturgy (Chrism/Rite of Election)
- Mid-Atlantic Congress

Youth Oriented Evangelization

- Newman Ctr (Towson, JHU, Frostbrg, UMBC, McDaniel, Morgan, UMBC, Stevenson)
- High-Li - Boy and Girl Scouts - CYO
- Camp GLOW - Justice Action Week - March for Life
- Archdiocesan Pilgrimage; NCYC; World Youth Day
- Training & support of youth ministers



Institute of Evangelization Personnel Listing

- Office of the Executive Director
 - Edward Herrera, Executive Director
 - Rosanne Deludos, Admin
- Parish Renewal
 - Julie St. Croix, Acting Director
 - Sam Chey, Specialist
 - Wayne Hipley, Specialist
 - Rebecca Kaman, Specialist
 - Kellie Reynolds, Specialist
 - Adrianna Sarlo, Specialist
 - Pablo Maldonado, Specialist
- Worship & Sacramental Formation
 - Julie Males, Director
 - Teresa Guion, Admin PT
- Office of Family Ministry
 - Stacy Golden, Director
 - Fr. Kevin Ewing, Campus Ministry
 - Rena Kauffman, Coordinator
 - Ellen Vallonga, Coordinator
- Office of Life and Justice Ministry
 - Seigfried Presberry, Prison ministry PT
 - Christopher Duck, PT
 - Bill Fleming, PT
 - Katherine Schissler, Admin
 - Erin Younkins, Director
 - Amy Erardi, Coordinator PT



Shared Services – FY23 Budget

(Items paid by Central Service that Support all Dept and/or AOB Locations)

Shared Services Area:

Legal Representation	\$735,235
USCCB and MCC Annual Dues	806,891
Energy Cooperative	41,540
Other	<u>290,668</u>
Total Shared Service Costs	\$1,874,334

Less Support:

Unrestricted/Unknown gifts *	(698,874)
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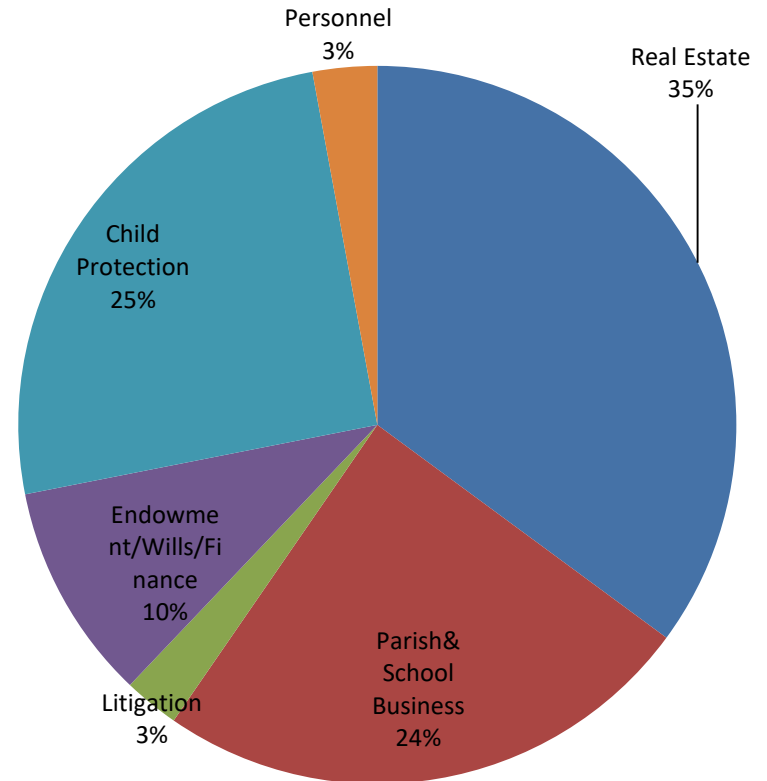
Cathedraticum Used

\$1,175,460

7.9% of Total Cathedraticum Used

* Cathedraticum will be used if unrestricted gifts are not achieved in period

Legal Costs – Typical Areas of Use





External Budget – FY 2023

(Items paid by Central Service that support areas outside of core departments)

The Cost of Anticipated External Assistance

School Related Assistance:	
Tuition Assistance – Need Based	1,250,000
PIE Tuition Assist. – Need Based (city)	1,278,000
Subsidy Assistance	839,252
Hispanic Apostolate (ACC)	30,000
O’Dwyer Retreat House	30,000
Emergency Grants (Parish/Schools)	150,000
Unpaid Cathedraticum/Fees	250,000
Net Cost of LT Debt (Interest/Swaps)	501,675
Clergy on Assignment other than parish	606,599
Total External Assistance	\$4,935,526

Sources of External Funds

School Related Items:	
School Assessments from Parishes	\$767,023
Rental/Sale of old school real estate	221,803
Annual Appeal for Catholic Ministry	430,000
Catholic Community Foundation	1,172,072
Income from Unrestricted Investments	848,062
Grants/Gifts from Foundations to Archbishop	11,566
PIE Pledges/OTG/Use of Surplus	<u>1,485,000</u>
Grants from Known Sources	\$ 4,935,526
Unrestricted Gifts/Bequest (not Identified)	0
Total Sources to Pay for External Budget*	\$ 4,935,526

* Cathedraticum and/or stable patrimony will be used if unrestricted gifts are not achieved.