

**DIOCESE OF RICHMOND  
ANNUAL REPORT**  
Fiscal Year 2015 - 2016  
**Sacred Heart (Norfolk) - 584**

**CENSUS STATISTICS**

1. **INDIVIDUALS** (Count only those baptized Catholics in your parish. Do not count non-Catholics residing in the same household. Please indicate total number in each age category.)

	18-30	31-59	60 & Over	Unknown	Total	
A. Catholic Men	76	204	105	14	399	
B. Catholic Women	85	240	150	17	492	
	Under 1	1-5	6-12	13-17	Unknown	Total
C. Catholic Children	0	69	131	93	12	305
D. Total Number of Catholic Individuals. (This figure should represent a total of A, B, and C. If these figures do not agree, please attach an explanation.)						1,196

2. **FAMILIES** (Catholic adults over age 18 residing in household categories A and B below should not be counted as a separate family for the purposes of this report. They would have been counted as individuals above, but would fall within the family structure listed below.)

A. Single Parent Families (with children at home under 18):	24
B. Married Couple Families (with children at home under 18):	151
C. Other Adult Households (with no children at home under 18):	450
D. Total Families (A, B, & C):	625

3. **DEATHS** (Indicate by age at death.)

Under 1	1-5	6-12	13-17	18-30	31-59	60 & Over	Unknown	Total
1	0	0	0	0	0	9	0	10

4. **ETHNICITY/RACE:**

Asian	African American	Hispanic	Native American	Caucasian	Other	Total
42	17	55	2	922	158	1,196

5. **SCHOOL AFFILIATION** (For children counted in 1-C above, indicate the number attending each of the following types of schools.)

A. Catholic Grade School (K-8):	70	B. Catholic High School (9-12):	6
C. Public/Private Grade School (K-8):	111	D. Public/Private High School (9-12):	74

6. **RELIGIOUS EDUCATION** (Indicate the number of children who attended religious education classes in the parish and adults who attend one or more religious education programs. Do not count individuals twice if they attended more than one program during the year.)

A. Grade School Students (K-8):	68	B. High School Students (9-12):	27
C. Adults (18 years and over):	60		

## SACRAMENTAL STATISTICS

### 1. RCIA

A. With Baptism, Confirmation, and Eucharist at the same time (List by age.):

Under 18	18-30	31-59	60 & Over	Unknown	Total
0	0	2	0	0	2

B. With Confirmation and Eucharist ONLY (List by age.):

Under 18	18-30	31-59	60 & Over	Unknown	Total
0	0	2	0	0	2

2. BAPTISMS (Do not include those counted in RCIA above.):

Under 1	1-7	8-17	18-30	31-59	60 & Over	Unknown	Total
24	0	0	6	0	0	0	30

3. FIRST EUCHARIST (Do not include those counted in RCIA above.):

20
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4. CONFIRMATION (Do not include those counted in RCIA above.):

Under 16	17-19	20-30	31-59	60 & Over	Unknown	Total
39	0	0	0	0	0	39

5. MARRIAGES DURING THE YEAR IN YOUR PARISH

Catholic	Mixed	Total
4	3	7

6. MARRIAGE VALIDATIONS DURING THE YEAR

1	1	2
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## OTHER INFORMATION

How many members on Parish Finance Council?	3
Does Parish Finance Council meet at least quarterly?	No
Does Parish Finance Council review and sign off on the bank recs and credit card statements at least quarterly?	No
Are all auxillary group transactions included in the annual report?	No

Finance Council Chairperson as of July 1, 2016:

Dr. Leonard Weireter

1051 Gates Ave.

Norfolk, VA 23508

Date of Appointment: 9/8/2015 12:00:00AM

## RECEIPTS

Parish Receipts for General Church Support:	(A/C#)		
1. Sunday & Holy Day Collection (plate)	4300.01	\$37383.50	
2. Sunday & Holy Day Collection (envelope)	4301.01	\$437092.43	
3. Additional Parish Collections	4302.01	\$0.00	
4. Stole Fee	4309.01	\$7,495.00	
5. Votive Stands	4310.01	\$0.00	
6. Refunds & Overpayments	4311.01	\$104.08	
7. Net Fundraising, Entertainment, Benefits	4312.01	\$2,929.92	
8. Legacies	4313.01	\$0.00	
9. Rental Income	4315.01	\$12263.77	
10. Interest Income	4316.01	\$7.03	
11. Dividend Income	4317.01	\$8,489.25	
12. Net Bingo Proceeds	4318.01	\$0.00	
13. Net Revenue from Preschool Operations	4335.01	\$0.00	
14. Columbarian and/ or Cemetery Income	4338.01	\$0.00	
15. Fees Income	4339.01	\$3,083.64	
16. Non-Exempted Capital Improvement Collection	4346.01	\$0.00	
17. Non-Exempted Debt Reduction Collection	4347.01	\$0.00	
18. Collection for School Purposes	4348.01	\$0.00	
19. Catholic Virginian	4349.01	\$1,983.00	
20. Collection for Religious Education	4350.01	\$0.00	
21. Net Revenue from Publications Sold	4351.01	\$-1,244.46	
22. Capital Gain <Loss> on Investments	4364.01	\$0.00	
23. Contributions for Designated Use	4365.01	\$27,356.00	
24. Sale of Parish Equipment	4366.01	\$0.00	
25. Sale of Parish Real Estate	4367.01	\$0.00	
26. Miscellaneous		\$5,030.00	
<b>Total Receipts Subject to Cathedraticum Tax</b>			<b>\$541,973.16</b>
<b>Parish Receipts Exempted from Cathedraticum:</b>			
27. Exempted Capital Improvement Collection	4346.01	\$0.00	
28. Exempted Debt Reduction Collection	4347.01	\$65,326.46	
29. Parish Charities	4352.01	\$37,290.39	
30. Specific Exemption From Bishop	4360.01	\$0.00	
<b>Total Receipts Exempted from Cathedraticum Tax</b>			<b>\$102,616.85</b>
<b>SUBTOTAL - ALL PARISH RECEIPTS</b>			<b>\$644,590.01</b>

**PARISH RECEIPTS CONTINUED**

**Diocesan Collections**

31. Haiti Ministry Income	4345.01	\$66471.39
32. World Missions (Propagation of the Faith)	4372	<u>\$1596.44</u>
33. Campaign for Human Development	4373	<u>\$3,514.00</u>
34. Catholic Charities	4374	<u>\$6070.00</u>
35. Respect Life	4375	<u>\$330.00</u>
36. Overseas Relief (Bishop Relief)	4378	<u>\$4,364.27</u>
37. Holy Father (Peter's Pence)	4380	<u>\$968.00</u>
38. Missionary Co-Operative Plan	4384	<u>\$1104.00</u>
39. Retired Religious	4385	<u>\$2,347.00</u>
40. Catholic Home Missions Appeal	4386	<u>\$462.00</u>
41. Miscellaneous Diocesan Collection	4387	<u>\$1,389.00</u>
42. Diocesan Appeal- Loose Change/ Cash	4388	<u>\$0.00</u>

**TOTAL DIOCESAN COLLECTIONS**

\$88,616.10

**Special Transactions**

43. Parish Sponsored Activity fees forwarded	4337.01	\$0.00
44. Subsidies recieved from Diocese/ Mission Co-ops/Grant Revenue	4362.01	<u>\$0.00</u>
45. Unrealized Gains/ Losses on Investments	4363.01	<u>(\$8,088.41)</u>
46. Annual Appeal- Parish Share	4361.01	<u>\$9,157.42</u>
47. Living Our Mission Campaign- Parish	4359	<u>\$5,005.00</u>

**TOTAL SPECIAL TRANSACTIONS**

\$6,074.01

**TOTAL RECEIPTS SUBJECT TO CATHEDRATICUM TAX**

\$541,973.16

**TOTAL RECEIPTS EXEMPT FROM CATHEDRATICUM**

\$102,616.85

<b>Total Receipts for Year</b>	<u>\$739,280.12</u>
<b>Amount Borrowed During Year</b>	<u>\$0.00</u>
<b>Beginning Cash Balance - Checking 7/1/2015</b>	<u>\$77,878.57</u>
<b>Transfer from Savings (Decrease in Non Checking Accounts)</b>	<u>\$229,957.65</u>
<b>Change in Payables (Increase/ Decrease)</b>	<u>\$-37,527.17</u>

**GRAND TOTAL**

\$1,009,589.17

**CATHEDRATICUM COMPUTATION**

**CATHEDRATICUM TAX :**

1-26 Ordinary Parish Operating Receipts	\$541,973.16
Less: Parish debt paid from taxable funds	<u>\$0.00</u>
Net taxable receipts	<u>\$541,973.16</u>
Multiplied by	9.5%
<b>TOTAL FISCAL 2015-2016 CATHEDRATICUM TAX DUE</b>	<u>\$51,487.45</u>

Note: Attach copy of Bishop's letter for any amounts listed on lines 27 and 30.

## EXPENDITURES

### Personnel Costs:

	(A/C#)		
1. Stipend - clergy	5105	\$10198.73	
2. Stipend - extra clergy	5106	\$850.00	
3. Priest Retirement	5110	\$10350.00	
4. Priest Auto Assesment	5111	\$2990.17	
5. Priest Medical and Dental Costs	5112	\$11753.30	
6. Priest Gym Membership	5113	\$760.00	
7. Priest Disability Insurance	5114	\$630.10	
8. Priest/ Deacon Retreat Costs	5115	\$0.00	
9. Priest/ Deacon Continuing Education	5116	\$0.00	
10. Seminarian Costs	5120	\$0.00	
11. Salary - religious personnel	5125	\$0.00	
12. Religious Medical Insurance and dental costs	5126	\$135.00	
13. Religious FICA	5127	\$0.00	
14. Religious Continuing Education	5128	\$0.00	
15. Religious Housing Allowance	5129	\$0.00	
16. Religious Car Allowance	5130	\$0.00	
17. Religious Retreat Costs	5131	\$0.00	
18. Religious Retirement	5132	\$204.07	
19. Lay Salary	5141	\$254865.55	
20. Employer FICA Tax	5175	\$19094.07	
21. Lay Medical and Dental Insurance	5176	\$5078.41	
22. Lay Retirement	5177	\$14323.32	
23. Lay Disability Insurance	5178	\$533.94	
24. Worker's compensation insurance/unemployment expenses	5179	\$0.00	
25. Lay Continuing Education	5180	\$2268.98	
26. Employee Assistance Plan	5181	\$170.10	
27. Reimbursed shared personnel expenses (for clustered parish use only)	5184	\$0.00	\$334,205.74

### Non-Personnel Costs:

28. Auto travel costs	5209	\$7535.63	
29. Utilities	5229	\$28024.31	
30. Rectory costs	5245	\$16816.37	
31. Worship expenses	5265	\$5069.37	
32. Repairs and maintenance	5309	\$50984.39	
33. Office supplies	5311	\$5162.44	
34. Supplies-Miscellaneous	5312	\$3079.39	
35. Paper products	5313	\$0.00	
36. Bookkeeping services	5314	\$0.00	
37. Collection envelopes	5315	\$2501.68	
38. Copying costs	5316	\$0.00	
39. Printing costs	5317	\$0.00	
40. Postage costs	5318	\$2045.14	
41. Parish directory	5319	\$0.00	
42. Dues and subscriptions	5320	\$950.95	
43. Books and periodicals	5321	\$2184.09	
44. Gifts and contributions	5322	\$1346.62	
45. Professional services	5323	\$10963.81	
46. Depreciation	5324	\$0.00	
47. Real estate taxes	5325	\$0.00	
48. Personal property taxes	5326	\$0.00	
49. Workshops attended	5330	\$1070.00	
50. Workshops held	5331	\$0.00	
51. Other expenses	5371	\$1676.58	

## EXPENDITURES (continued)

52. Pastoral council	5375		\$190.40	
53. Finance council	5380		\$0.00	
54. Christian education	5385		\$1885.64	
55. Justice and peace	5395		\$17503.07	
56. Parish community life	5410		\$2176.52	
57. Youth ministry	5420		\$9063.37	
58. Young adult ministry	5430		\$2356.04	
59. Lay formation	5440		\$5567.82	
60. Reimbursed shared parish expenses (for clustered parish use only)	5450		\$0.00	
61. Columbarium/ Cemetery expense	5470		\$0.00	
62. Miscellaneous			\$9315.13	\$187,468.76
<b>Assessments/Collections/ Fees Forwarded:</b>				
63. Cathedraicum	5601.01		\$43659.00	
64. Self insurance assessment	5602.01		\$10572.03	
65. Catholic Virginian assessment	5603.01		\$7866.00	
66. Parish Sharing Assessment	5606.01		\$29511.00	
67. Madonna House Hospitalization assessment	5613.01		\$0.00	
68. Collections forwarded	5615		\$22844.71	
69. Monies forwarded to Haiti	5620		\$58471.39	
70. Miscellaneous			\$13999.00	\$186,923.13
<b>SUBTOTAL ALL EXPENDITURES</b>				<b>\$708,597.63</b>
71. Interest payments on debt	5632.01			\$16079.66
72. Capital improvements (attach list)				\$115812.48
73. Principal portion of debt paid				\$71601.82
74. Parish sponsored activity expense	5460			\$0.00
75. Total Expenditures				\$912,091.59
76. Transfers to Savings/Investments				\$0.00
77. Ending Cash Balance-Checking (6/30/2016)				\$97,497.58
<b>GRAND TOTAL</b>				<b>\$1,009,589.17</b>

**ASSETS**  
(as of June 30, 2016)

1. Cash Balances:	Checking/ Savings	\$17094.15
	Checking/ Savings	\$80,403.43
	Restricted Checking/Savings	\$0.00
2. Investments:	Stocks and bonds	\$252,475.59
	Savings certificates and treasury bills	\$0.00
	Real Estate (all parish owned properties)	\$0.00
	Loans to other parties	\$0.00
	Other investments	\$0.00

TOTAL ASSETS \$349,973.17

All deeds of Parish Property should be on file at the Pastoral Center

**LIABILITIES**  
(as of June 30, 2016)

**LOANS:**

Creditor	Interest Rate	Outstanding Amount
Suntrust	3.16%	\$461,452.74
_____	0.00%	\$0.00
_____	0.00%	\$0.00
_____	0.00%	\$0.00

TOTAL LOANS \$461,452.74

Unremitted Payroll Withholdings	\$1396.00
Unpaid Diocesan Assessments	\$24438.81
Unpaid Diocesan Collections	\$0.00
Total Other Outstanding Bills Payable (Attach a list of bills over \$200)	\$26770.00

TOTAL LIABILITIES \$514,057.55

## CHARITY REVENUE ATTACHMENT

Parish charities revenue as reported on page 3 of annual report      \$37,290.39  
 Please detail charity names/ministries and amounts below

(if additional space is required, forward attachment to Finance Office):

Ghent Area Ministries (GAM)	\$2,158.00
Soup Kitchen Income	\$10,514.00
Thanksgiving Baskets	\$3,018.81
Poor Box	\$21,599.58
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
0	\$0.00
<b>TOTAL PARISH CHARITIES (as reported on annual report page 3)</b>	<b>\$37,290.39</b>

## HAITI TWIN ATTACHMENT

Haiti Twin:    Paroisse St. Gabriel

Location:    Lascahobas, Haiti

Total amount sent to Haiti Twin this fiscal year : \$58471

Purpose	Amount
Education	\$39419
Health Care	\$2727
Economic Development Projects	\$0
Infrastructure	\$16325
Water Projects	\$0
Environmental Improvement Projects	\$0
Other	\$0
<b>Total</b>	<b>\$58471</b>

Does the parish receive a report from the Haiti recipient on how funds are used?      Yes

Do Haitian partners follow Haiti Outreach Policy for Fiscal Accountability?      Yes