Minutes of the
Diocesan Council Meeting
St. Agnes' Little Falls
Wednesday, October 12, 2016

Officers: The Rt. Rev. Mark Beckwith [*President*], Mr. John A. King [*Secretary*], Mr. Paul R. Shackford [*Treasurer*], Diane Sammons Esq. [*Chancellor*]

Present: The Rev. E. Michael Allen, The Rev. William Allport, Mrs. Sheila Barcus, Mr. Robert Bogert, The Rev. Tim Carr, The Rev. Sheelagh A. Clarke, The Rev. Kevin Coffey, Mr. Dale Ellis, Ms. Janelle Grant, The Rev. Charles Hatfield, The Rev. Canon Gregory Jacobs, Ms. Roxanne Johnson, Ms. A. Lorraine Jones, Ms. Sue Morgan, The Rev. Margaret Otterburn, The Rev. Juan Rosario De La Cruz, The Rev. Susan Saucedo Sica, Ms. Mary Sunden, The Rev. William Charles Thiele, Ms. Lynn B. Tyler, The Rev. Diana Wilcox, Mr. Timothy Wong

Absent: Mrs. Debra Cook, Ms. Laurie Piccirillo

Dwelling in the Word

The Council Dwelled in Joshua Chapter 3:1- 17

Episcopal Communications

Clergy Transitions
Receive Michael Muller this Saturday at St. Peter's Mountain Lakes

Debra Wilson, Rector, St. Mary's Sparta
Robert Morris Interim St. Peter's Essex Fells
Barbara Harriman Deacon Christ Church Pompton Lakes
Ronnie Stout Kopp, Interim Holy Trinity Hillsdale
Richard Maxwell, Interim Grace Church, Madison

Come to Cathedral on Sunday October 23rd to see Valerie Batts, founder of Visions who will be discussing Power, Race and Difference

First Listening Tables were successful, nearly 200 people participated, and they were invited to come to Convention to continue the conversation.

Agenda

The agenda was approved as presented.

Minutes

June 8, 2016 minutes were accepted with no revisions

September 10, 2016 meetings accepted with no revisions.

Steering Committee Agenda

Consolidation of Entities

Second reading of the Following Resolution was approved.

EPISCOPAL DIOCESE OF NEWARK
RESOLUTION OF THE DIOCESAN COUNCIL
BE IT RESOLVED that the Diocesan Council approves the transfer of custody, management, and investment control and oversight of the following funds currently in the custody of the Diocesan Council to the Trustees of Episcopal Funds and Diocesan Properties of the Episcopal Diocese of Newark:

1. Ward J. Herbert Fund
2. Episcopal Capital Loan Fund
3. ACTS/VIM Fund
4. Bishop George E. Rath Education Fund
5. Bishop's Church Emergency Fund

This transfer of custodial management shall not alter any existing resolutions of the Diocesan Convention or of the Diocesan Council regarding the purpose, use, method, and process of application or ultimate approval of grants or distributions made from the these funds by the Diocesan Council to the extent that existing resolutions of the Convention or Council make such provisions.
This transfer shall take place as soon as reasonably possible in consultation with the Chief Financial Officer of the Diocese and the Trustees of Episcopal Funds and Diocesan Properties of the Episcopal Diocese of Newark:

ACTS/VIM Bishop's Appointee

Mr. Arnie Peinado, Christ Church Short Hills was appointed as Bishop's Appointee for the class of 2018.

2017 Medical Benefits Offerings

2017 Medical Benefits plans (as described below) were presented on behalf of the Human Resources Advisory Board. The plan selections were ratified by Council.

At a meeting held on September 28, 2016, the Bishop's Advisory Committee on Human Resources met to discuss plan options for our 2017 diocesan health insurance open enrollment. The following plans were approved by the Committee and are recommended to the Diocesan Council for their ratification and approval:

Diocese of Newark

		2016 Monthly Rates				2017 Monthly Rates				
Plan name	Enroll total	Single	Plus Spouse	Plus Child	Family	Single	Plus Spouse	Plus Child	Family	final % change
Anthem BCBS CDHP-15/H.S.A.	2	637	1274	1147	1911	672	1344	1210	2016	5.49
Anthem BCBS CDHP-40/H.S.A.	1	509	1018	916	1527	537	1074	967	1611	5.50
Anthem PPO 80/60	23	744	1488	1339	2232	785	1570	1413	2355	5.51
Anthem PPO Medicare Sup 80/60	4	579	1158	1042	1737	611	1222	1100	1833	5.53
Anthem BCBS PPO 70 SLV (new)	New Offering in 2017					657	1314	1183	1971	
Cigna CDHP-20/H.S.A.	18	546	1092	983	1638	576	1152	1037	1728	5.49
Cigna Open-Access Plus In-Network	42	863	1726	1553	2589	910	1820	1638	2730	5.45
Aetna HMO	13	863	1726	1553	2589	Not offered in 2017				N/A
Preventive Dental	9	32	64	58	96	35	70	63	105	9.38
Basic Dental-50/150	59	59	118	106	177	60	120	108	180	1.71
Dental & Ortho-25/75	31	77	154	139	231	79	158	142	237	2.54

The Medical Trust has dropped the Aetna HMO plan that was included in our 2016 open enrollment options. The thirteen current enrollees in this plan will need to shift to a new plan option in 2017. Other than the Aetna HMO, all of the other plan offerings from 2016 are retained, and one new option has been added to the array – Anthem BCBS PPO 70 SLV.

Action Team Report outs

Equipping Discussed new resolutions regarding JCAM

• Clergy Funding for 3 year Cycle 2017 - 2019
• Jersey City Missioner Proposal
both were introduced to Council and will have a first reading at Next Month's Council Meeting.

Engaging Notes

Lutheran Episcopal Advocacy Ministry New Jersey
Michael distributed the summary report, which has taken about a year to work out.e.

Faith Statement,

Written

Legislative Projects by priority

Poverty
Economic Justice
Housing
Hunger
Criminal Justice Reform
Community Violence

Interface with the House and Senate to the forward the priority projects.

Actual legislation worked on is very impressive. A list was provided in the areas of:

Poverty
Work/Family Balance
Medical Care
Children at Risk
Housing
Violence Prevention\ Immigrations assistance.
Criminal Justice
Other

Some steps to accelerate the Advocacy Program:

Get parish interest and participation. Michael suggests that speakers come to churches to generate interest and to recruit and coordinate activist workers to write letters and communicate in response to priority issues. Invite Sara or others, even as a supply clergy person. Mary says that Fletcher Harper is good as a speaker. There may be enthusiasts that are ready that we will identify.

A next step, secure two parish places to host advocacy training.

Another idea: Susan suggests that we structure a joint advocacy-oriented Lutheran-Episcopal service in our towns.

"Engaging" members agree to operate as agents in the program to respond to issues that come up with appropriate letters, calls, e-mails or in some cases visits, directly or encouraging others. Engaging extends an invitation to other Council members to join them in this. Those agreeing to do that would then also receive advisories on priority projects needing attention.

Empowering Notes

1. We discussed the July workshop – thoughts were that it was well received, it fills a need and that we would like to do another in July 2017
Our choice is for either **July 19 or 26**, both Wednesdays, with our preference being July 26th.
This is subject to the diocesan schedule.
We would use a similar format, with similar ideas, but perhaps use a new venue – just to spread the wealth – but one that had good parking facilities – and some place not too far in the east of the diocese.
2. We discussed the Advent meditations. Kevin and Sue will lead that with help from the committee as 'back up chasers', that is they will each take one week and check that the meditations are received in a timely manner
Week 1 is Bob
Week 2 is Sheelagh
Week 3 is Janelle
Week 4 is Margaret
We will use the readings for Year 1 of the Daily Office from the BCP, except for Sundays, in which we will use the Sunday Eucharistic readings in Year A.
Any art work that is submitted as a meditation – and we encourage that – should have an attribution, if it is copyrighted.
3. Our group will help with the listening tables, if needed, at Convention in January.

Financial Report

Diocesan Council
Finance Report
for the Year-to-Date Period Ended September 30, 2016

Enclosed is the financial report for the nine-month period ended September 30, 2016. The budgeted amounts reflect the budget that was adopted at the Annual Convention in January 2016.

Details of Information Reflected on the Financial Statement

There are a number of variances in actual results as compared with the budget.

Income

Pledge Revenue (line 1)

The methodology used to create the monthly budget was to base estimated 2016 monthly pledge income on the actual pattern of pledge receipts in 2015. Historically, a significant portion of the full year's pledges occurs in December of the budget year as well as in the subsequent months of the following year.

A number of churches had fallen behind in payments towards their pledges earlier this year, and notices were sent to them; this led to an increase in payments from those churches. Through September, pledge receipts are $34,230 ahead of budget.

Alleluia Fund (line 2)

We have received donations to the Alleluia Fund in the first nine months totaling $75,626 which is $6,662 higher than budget, principally the result of donations related to the "River to River Pilgrimage" in July. The initial promotion of this fund was from Easter and continued through Pentecost, with additional promotion during the summer. This fund will also be promoted during the month of December.

New Ministry Initiatives Fund (line 7)

This is the source of funds to pay the expenses related to the Missional Church Initiatives (included in lines 14 and 15) and Fund Development (in line18). Income is higher than budget by $1,975 to pay the corresponding expenses which are also, in total, slightly higher than budgeted through the first nine months.

Missional Church Grants (line 8)

We had budgeted to receive $40,000 from a foundation that had supported our missional church initiatives at that level in prior years; we received $25,000. However, we submitted a grant request to a second foundation and received a grant of $15,000. Therefore, actual receipts equal the amount budgeted for 2016.

Bishop's Circle (line 11)

The income from the Bishop's Circle is to be used to partially fund the expenses for a part-time Hispanic/Latino Missioner (in line 16). It had been anticipated that that the Missioner would have begun as an employee by this time; however, that has not yet happened, and the current expectation is that the individual will commence employment at the beginning of 2017. This has led to an unfavorable variance of $12,500 (and a favorable variance in the corresponding expense on line 16).

Expenses

Staff Compensation (lines 14, 23, 33, and 50)

Compensation expense, which includes salaries and benefits for employees at Episcopal House, is lower than budget due to changes in staffing and benefits.

Missional Church Initiatives (line 15)

Year-to-date spending in this area is $16,356 greater than budget reflecting increased spending for consultants. In particular, the individual who is the advisor to the Bishop for fund development is also heavily involved in missional church initiatives, and has spent more time in this area than in fund development. Spending in this latter area, reflected in line 18, is $14,381 lower than budgeted. The net effect of this is that total spending is $1,975 higher than budgeted for these two activities.

Hispanic/Latino Missioner (line 16)

As noted above regarding income in line11, the Hispanic/Latino Missioner has not yet been hired, leading to a positive variance in this account.

Fund Development (line 18)

As noted above with respect to line 15, more of the time of the advisor to the Bishop for fund development has been spent in missional church initiatives than in fund development, leading to a $14,381 favorable variance in this account.

Diocesan Convention (line 25)

The net cost of the 2016 Diocesan Convention exceeded budget by $7,140. This was principally the result of increased costs of meals and the service charge.

Domestic and International Outreach Grants (lines 35 and 36)

The budget assumes that these grants will be paid in December 2016.

Net Results

Through the end of September, the favorable variance between actual and budgeted results is $61,265. We currently expect that the net of all income and expense variances will lead to full year results where total income is approximately the same as total expenses.

Paul R. Shackford
Treasurer of Convention
Diocesan Chief Financial Officer
October 4, 2016

Diocese of Newark

September 2016 Financial Statement

	Description	Sept Month Actual	Sept YTD Actual	Sept YTD Budget	Better/ (Worse)	Final Annual Budget 2016	Comments
	Income						
1	Pledge Revenue	$157,565	$1,429,644	$1,395,414	$34,230	$2,100,000	
2	Alleluia Fund	4,383	75,626	68,964	6,662	120,000	Funds portion of lines 35 & 36
3	Investment Income	0	56,990	53,500	3,490	107,000	
4	Investment Administration Fee	0	61,645	63,000	(1,355)	126,000	25 basis points fee
5	Direct Administration Fees	100	20,250	20,181	69	39,700	
6	Rental Income-Episcopal House	5,247	47,220	47,250	(30)	63,000	Two tenants for full year
7	New Ministry Initiatives	23,144	186,860	184,885	1,975	259,668	Funds line 15,18 and portion of line 14
8	Missional Church Grants	0	40,000	40,000	0	40,000	Funds part of line 14
9	Proceeds from Sale of Properties	0	79,500	79,500	0	106,000	Funds lines 52, 59 and portion of staff lines
10	Bishop's Discretionary Fund	0	22,500	22,500	0	45,000	
11	Bishop's Circle	0	0	12,500	(12,500)	25,000	Funds line 16
12	Cross Roads Scholarship Fund	918	2,752	2,250	502	3,000	Funds line 29
13	**Total Income**	**$191,357**	**$2,022,987**	**$1,989,944**	**$33,043**	**$3,034,368**	
	Expense						
	Equipping Congregations						
14	Staff Comp: Finance Dept.; Missioner	$36,844	$350,533	$350,922	$389	$465,885	Partially funded by income in lines 7 and 8
15	Missional Church Initiatives	18,545	118,356	102,000	(16,356)	136,000	Funded by line 7
16	Hispanic/Latino Missioner	(549)	0	12,500	12,500	25,000	Funded by line 11
17	Investing in Our Neighborhood	0	0	750	750	1,000	
18	Fund Development	(3,459)	23,119	37,500	14,381	50,000	Funded by line 7
19	Congregation/Clergy/Min. Development	454	8,293	9,037	744	12,050	
20	Stewardship	0	4,412	6,000	1,588	7,000	
21	Bishop Anand Resource Center	(694)	500	375	(125)	500	
22	**Total Equipping Congregations**	**$51,141**	**$505,213**	**$519,084**	**$13,871**	**$697,435**	
	Empowering People						
23	Staff Comp: Sec'y to Convention; Dir. Youth & Young Adult; Bishop's Exec.; portion of Admin for Diocesan Ministries	$28,560	$261,486	$263,134	$1,648	$350,081	
24	Youth & Young Adult Ministry	(551)	14,805	20,503	5,698	25,500	
25	Diocesan Convention	0	11,740	4,600	(7,140)	4,600	
26	Clergy Conference	(348)	(259)	0	259	7,500	
27	Commission on Ministry	(900)	2,977	3,100	123	3,500	
28	Hispanic/Latino Ministry	1,507	2,254	1,950	(304)	2,600	
29	Cross Roads Camp Ministry	918	2,752	2,250	(502)	3,000	Funded by income in line 12
30	Education for Ministry	0	0	300	300	1,800	
31	Namaste (Dismantling Racism)	(314)	1,370	1,313	(57)	1,750	
32	**Total Empowering People**	**$28,872**	**$297,125**	**$297,150**	**$25**	**$400,331**	
	Engaging the World						
33	Staff Comp: Canon; Dir. Communication & Tech.; Admin Asst for Diocesan Services	$24,156	$236,399	$236,077	($322)	$314,067	
34	The Episcopal Church (TEC)	36,318	326,862	326,862	0	435,823	
35	Domestic Outreach Grants	0	0	0	0	156,000	
36	International Outreach Grants	0	0	0	0	21,000	
37	General Convention 2018	1,667	15,000	15,000	0	20,000	
38	Communications	(1,909)	5,038	10,973	5,935	14,630	
39	Alleluia Fund Development	(1,092)	4,658	3,750	(908)	5,000	
40	Province II	0	4,875	4,875	0	6,500	
41	NJ Advocacy	0	10,000	10,000	0	10,000	
42	Deacons	0	1,500	1,125	(375)	1,500	
43	Liturgy & Music	319	3,175	3,519	344	4,200	
44	Cathedral	0	0	0	0	3,000	
45	Ecumenical & Interfaith Officer	Sept	1,943	2,511	568	2,550	
46	Companion Diocese	(917)	0	2,000	2,000	2,000	
47	Prison Ministry	600	1,000	450	(550)	600	
48	ERD Coordinator	0	0	500	500	500	
49	**Total Engaging the World**	**$59,142**	**$610,450**	**$617,642**	**$7,192**	**$997,370**	
	Mission Oversight/Admin						
50	Staff Comp: Bishop, Sexton, Receptionist, portion of Admin for Diocesan Ministries	$27,457	$293,985	$297,676	$3,691	$399,002	
51	Post-Retirement Insurance	6,413	60,836	60,000	(836)	80,000	
52	Lay Pension	0	45,000	45,000	0	60,000	Pension plan liability; funded by line 9
53	Administration	9,212	66,707	64,473	(2,234)	85,830	
54	Finance	6,447	58,468	59,432	964	90,750	
55	Buildings & Grounds	13,258	72,594	74,025	1,431	104,700	
56	Information Technology	2,091	21,674	21,400	(274)	27,950	
57	Bishop's Expenses	1,845	33,652	38,604	4,952	52,100	
58	Bishop's Office	0	7,885	7,325	(560)	9,900	
59	Search & Call of Next Bishop	0	21,750	21,750	0	29,000	Funded by line 9 (five-year plan to fund)
60	**Total Mission Oversight/Admin**	**$66,723**	**$682,551**	**$689,685**	**$7,134**	**$939,232**	
61	**Total Expense**	**$205,878**	**$2,095,339**	**$2,123,561**	**$28,222**	**$3,034,368**	
62	**Surplus / (Deficit)**	**($14,521)**	**($72,352)**	**($133,617)**	**$61,265**	**$0**	

2017 Diocesan Budget Request - Family Promise of Sussex County

Budget Funding Request – 2017 Budget

Description of Request:

Family Promise of Sussex County (FPSC) is requesting funding for the support of housing services that are provided through or agency. FPSC has been providing services to homeless families for twenty years and in recent years has expanded services to more quickly move families into stable, permanent housing.

Agency Mission: Family Promise of Sussex County serves homeless families by 1) Uniting local congregations and community resources to provide shelter and meals; 2) Working with families to overcome barriers to self-sufficiency; 3) Advocating for local affordable housing solutions.

The mission of Family Promise of Sussex County works to unite local congregations and community resources to provide shelter and meals. This provides congregations the opportunity for a truly unique congregational outreach. Volunteers of all ages work together within their own congregation and among the community to help bring about significant change for families who have lost their homes. The network of support is a vital outreach ministry within the walls of the volunteers' own churches. All of the Episcopal Churches in Sussex County are involved and together provide shelter space, support and meals for families each year.

The goals and objectives for this year's application are to expand the number of families and individuals who receive services through the Emergency Shelter Program and to expand resources available to families in an effort to decrease the length of stay in the Emergency Shelter to lessen the trauma impact on families and especially children who are emotional fragile to the loss of their home and family stability.

Current agency programming includes:

Emergency Shelter Services: A thirty-day (30) shelter program that works with families and single women to quickly rehouse and stabilize them. The Emergency Shelter Program includes intensive case management services, employment and educational counseling, laundry, shower and kitchen resources, financial counseling including budgeting, money management and financial repair, a savings component of the program. Advocacy services provide referrals and support in meeting comprehensive family needs. The Emergency Shelter Program provides services to up to four (4) families, not more that fourteen (14) individuals, at a time and if no family is identified may allow for the entry of one female individual into the program.

Intensive Case Management Services: Provide one-on-one and group support, advocacy and guidance as clients work towards stability and self-sufficiency. Life-skill seminars include financial counseling, money management, financial repair, budgeting, nutrition, meal planning, parenting support and assistance with educational and employment related concerns. Individual Goal Sheets are drafted and plans are developed to assist clients in meeting their own identified needs. Housing assistance is provided to assist clients in securing affordable and safe housing that meets their individual family needs. Case management services are provided to families on a weekly basis while they are in the Emergency Shelter or at a high level of risk. Ongoing case management services are provided at a minimum of once a month throughout a client's engagement in all of our program. After discharge, the agency provides follow up contact to ensure that families maintain stability and to continue to provide referral services for up to a year post discharge.

Financial Assistance: Family Promise of Sussex County has secured additional funding through grants with the State of New Jersey and the Department of Housing and Urban Development to provide rental subsidies, security deposit assistance, relocation costs, and one-time financial assistance for utilities to aid families in rapidly rehousing and again, stabilizing their family. Our Housing Specialists are professionally trained to support the specific needs of homeless individuals and families and have a wealth of resources to support the specific needs of our clients. In 2015. The agency began offering two Rapid Rehousing programs (one specific to Emergency Shelter guests and one available to the general homeless population of the County) and a Homeless Prevention Program. Both programs have proven to be beneficial in quickly stabilizing families in financial crisis and year-to-date, have prevented 8 families from becoming homeless.

Men's Day Program: We have expanded our Men's Day Program to two (2) days a week in response to the high volume of clients that we have been experiencing over the past year. This program provides supportive services to single homeless men in Sussex County. There currently is not an overnight shelter available for this population. Since January 2013, Family Promise, in part through a grant from the county, has been providing supportive services to single homeless men that include case management, employment and educational counseling, life-skill training, lunches and shower and laundry facilities. Personal care products including shampoo, soap, deodorant, shaving items, and laundry supplies including detergent and fabric softener are provided to program participants. All clients meet with a Housing Specialist for a complete Intake and Assessment upon entry into the program and are then assigned a case manager to provide guidance, assist with goal setting and support their ongoing needs as they work towards housing stability and self-sufficiency.

Rapid Re-Housing Program: In August 2013, Family Promise was awarded a Rapid Re-Housing grant totaling $294,752 from Housing and Urban Development which will provide funds for rental assistance, supportive services, and administration for guests and former guests of the Tri-county Family Promise affiliates. The recent year's grant has been increased to $324,236. The funding provides services to homeless families in three (3) counties: Sussex, Warren and Hunterdon. This grant has allowed guests to move quickly through the Family Promise program and into permanent housing which has greatly decreased the trauma impact on clients and their children. In 2016, Family Promise of Sussex County was awarded a grant through the Department of Community Affairs, State of New Jersey to provide additional resources of Rapid Re-Housing funding to individuals and families that may not meet the criteria for entering into our Emergency Shelter.

Homeless Prevention Program: In 2016, Family Promise of Sussex County expanded services through a grant from the Department of Community Affairs, State of New Jersey to provide for Homeless Prevention funding to provide preventative resources to families in danger

of being evicted. The funding has been quickly exhausted but was highly effective in stabilizing eight (8) families who have been able to regain housing stability through the program that provides intensive case management services, financial counseling and other resources to help clients to achieve and maintain housing stability and self-sufficiency.

Youth Groups: In 2016, Family Promise of Sussex County began delivering a sixteen (16) week series of group meetings that foster fun learning and interactive play activities. The group is a forum to allow staff an opportunity to screen youth affected by the stressors of homelessness for emotional, psychological and educational needs.

Family Promise of Sussex County is applying for funding to address agency need for the following areas: Food for the hungry; Shelter for the homeless; serving underprivileged or at-risk individuals. Shelter support funds will be used to address the costs associated with overnight shelter and basic needs of food and personal care items for agency clients.

Amount Requested to be Included in Budget: $ 6,000____

Supporting Information:
During 2014, Family Promise of Sussex County received Alleluia funds to support our Emergency Shelter program. During that funding period twenty (20) families, (47 individuals) were provided shelter. The agency provided 2,457 shelter nights during the calendar year 2014. The average length of stay per person was 42 nights. The majority of the families served were single parent households. Outcomes during this grant period founds that eleven (11) families went on to secure permanent housing and six (6) were reunited with extended family members. An additional three (3) families were referred to a different shelter to meet their specific family need for services such as domestic violence, substance abuse and/or mental health services.
Financial assistance to clients was provided to assist with car repairs and car insurance to maintain employment, housing and utility security deposits, rental assistance, GED application fees, one-time utility payments, and outreach case management services. In addition, Family Promise of Sussex County was able to provide personal care items to at-risk and homeless families and individuals. Many of these clients utilize the Day Center services for laundry and showers each week to allow them the facilities to care for themselves as they search for housing and employment and work towards self-sufficiency. The Day Center also provided emergency food for those in need.
The agency budget has shown steady growth and stability with renewed and new grants to meet the changing needs of the population served. During the 2015 calendar year, the Grant-In-Aid funding that had been received from the County of Sussex was redirected to serve mental health clinical services and transportation needs of the county. As a result, all agencies that previously received this funding were no longer eligible to do so. For Family Promise of Sussex County this meant that funding was lost to cover staffing and expenses related to case management and financial needs of clients. The agency has effectively maintained high levels of services throughout this funding change by increasing fundraising efforts and acquiring additional State funding.
New programming within the agency that includes Homeless Prevention and Rapid Re-Housing has increased the level of service delivery and has aided the agency in identifying additional individuals and families in need of assistance. Additional supportive funding will provide the additional resources to fill this gap left by the redirection of the Grant-In-Aid funding. Since early 2016, Family Promise of Sussex County has seen a higher level of need in the Men's Day program and as a result has extended programming to two (2) days a week to meet this growing need. A second laundry facility and a second bathroom have been added with the support of Habitat for Humanity who has provided a great number of hours of labor to make needed updates to the plumbing, electric and has made repairs to walls, ceiling and floors to support this growth.
Family Promise of Sussex County receives funding through the United Way of Sussex County, Social Services Block Grant and fundraising efforts to cover the cost of Emergency Shelter services. Local Women's Groups, Scouts and school groups have donated personal care items over the past year. These support go a long way in providing resources to the existing program. Additional funding will help Family Promise of Sussex County to meet the needs of additional individuals and families.

The following information *must* be supplied:
Name: Family Promise of Sussex County
Congregation & City/Town: The Organization has worked with all of the Episcopal Churches in Sussex County, NJ for many years in providing Emergency Shelter services to homeless families and individuals. Our office is located at 19 Church Street, Newton, NJ; next to the Christ Episcopal Church, Newton, NJ.
Phone Numbers:
Office: 973-579-1180 Cell: Home:
Email Address: cbutto@familypromisesussex.org

The Budget and Finance Committee recommend against consideration of this budget request. It was moved by the Rev. Margaret Otterburn to accept the recommendation of B&FC to deny this request, motion seconded and approved by Council with two abstentions

Moved By: The Rev. Margaret Otterburn Seconded By:Multiple Members
Abstentions: Ms. Lynn B. Tyler, The Rev. William Allport

Budget Review Forum

The Chief Financial Officer, Mr. Paul Shackford provided an overview of the first draft of the 2017 Budget.

	DIOCESE OF NEWARK 2017 Budget--Version 1					
	Description	**Actual 2015**	**Budget 2016**	**Projected 2016**	**2017 Budget - Ver. 1**	**2017 Budget Assumptions**
	Income					
1	Pledge Revenue	$2,100,442	$2,100,000	$2,080,000	$2,050,000	
2	Alleluia Fund	122,370	120,000	120,000	120,000	Funds portion of lines 35 & 36
3	Investment Income	106,008	107,000	113,000	116,000	
4	Investment Administration Fee	123,792	126,000	127,000	133,250	25 basis points fee
5	Direct Administration Fees	40,043	39,700	39,700	42,000	
6	Rental Income-Episcopal House	62,960	63,000	62,960	65,360	Two tenants for full year
7	New Ministry Initiatives	162,603	259,668	259,574	309,189	Funds 15, 17 and portion of line 14
8	Missional Church Grants	90,000	40,000	40,000	0	
9	Proceeds from Sale of Properties	203,000	106,000	106,000	94,000	Funds line 52, 59 and portions of staff lines
10	Bishop's Discretionary Fund	45,000	45,000	45,000	45,000	
11	Bishop's Circle & Other Funds	0	25,000	0	64,500	Funds portion of line 14
12	Cross Roads Scholarship Fund	3,349	3,000	3,670	3,700	Funds line 28
13	**Total Income**	**$3,059,567**	**$3,034,368**	**$2,996,904**	**$3,042,999**	
	Expense					
	Equipping Congregations					
14	Staff Compensation	$447,489	$490,885	$465,885	$541,622	Increase compensation 3%, health 5.5%
15	Missional Church Initiatives	97,054	136,000	156,787	174,915	Funded by line 7 and 8
16	Investing in Our Neighborhood	0	1,000	0	1,000	
17	Fund Development	53,663	55,000	37,628	23,900	Portions funded by line 7
18	Congregation/Clergy/Min. Development	13,167	12,050	12,050	12,100	
19	Stewardship	5,873	7,000	6,000	5,000	
20	Bishop Anand Resource Center	991	500	0	100	
21	**Total Equipping Congregations**	**$618,237**	**$702,435**	**$678,350**	**$758,637**	
	Empowering People					
22	Staff Compensation	$340,662	$350,081	$348,600	$361,448	Increase compensation 3%, health 5.5%
23	Youth & Young Adult Ministry	12,680	25,500	20,214	30,344	
24	Diocesan Convention	3,164	4,600	11,740	11,000	
25	Clergy Conference	7,500	7,500	7,500	7,500	
26	Commission on Ministry	3,143	3,500	0	2,275	
27	Latino/Hispanic Ministry	1,878	2,600	5,480	5,730	
28	Cross Roads Ministry	3,349	3,000	3,670	3,700	Funded by income in line 12
29	Education for Ministry	1,920	1,800	1,700	1,650	
30	Namaste (Dismantling Racism)	1,161	1,750	1,750	1,350	
31	**Total Empowering People**	**$375,457**	**$400,331**	**$400,654**	**$424,997**	
	Engaging the World					
32	Staff Compensation	$309,170	$314,067	$314,067	$324,412	Increase compensation 3%, health 5.5%
33	Pledge to The Episcopal Church (TEC)	467,200	435,823	435,823	397,782	Equals to TEC "ask" for 2017
34	TEC 2008 Pledge Arrears	107,500	0	0	0	
35	Domestic Outreach Grants*	150,400	156,000	156,000	156,000	
36	International Outreach Grants*	20,650	21,000	21,000	21,300	Equal 0.7% of income
37	General Convention 2018	16,980	20,000	20,000	20,000	Estimate of 2018 costs (over three years)
38	Communications	6,595	14,630	12,497	20,265	
40	Province II	6,360	6,500	6,500	7,100	88% of ask
41	NJ Advocacy	10,000	10,000	10,000	10,000	
42	Deacons	1,218	1,500	1,500	3,750	
43	Liturgy & Music	3,320	4,200	3,200	4,050	
44	Cathedral	3,000	3,000	3,000	3,000	
45	Ecumenical & Interfaith Officer	2,376	2,550	2,143	2,330	
46	Companion Diocese	0	2,000	0	2,000	
47	Prison Ministry	478	600	600	500	
48	ERD Coordinator	80	500	250	500	
49	**Total Engaging the World**	**$1,105,327**	**$992,370**	**$986,580**	**$972,989**	
	Mission Oversight/Admin					
50	Staff Compensation	$385,120	$399,002	$390,488	$384,275	Increase compensation 3%, health 5.5%
51	Post-Retirement Insurance	97,715	80,000	80,000	70,000	
52	Lay Pension	69,000	60,000	60,000	70,000	Pension plan liability; funded by line 9
53	Administration	92,550	85,830	85,643	87,146	
54	Finance	90,626	90,750	90,873	97,100	
55	Buildings & Grounds	106,127	104,700	104,859	104,700	
56	Information Technology	27,443	27,950	28,298	29,250	
57	Bishop's Expenses	52,042	52,100	52,012	53,000	
58	Bishop's Office	9,735	9,900	10,516	11,400	
59	Search & Call of Next Bishop	27,000	29,000	29,000	19,000	Funded by line 9 (five-year plan to fund-final)
60	**Total Mission Oversight/Admin**	**$957,358**	**$939,232**	**$931,689**	**$925,871**	
61	**Total Expense**	**$3,056,379**	**$3,034,368**	**$2,997,273**	**$3,082,494**	*** Outreach**
62	**Surplus / (Deficit)**	**$3,188**	**$0**	**($369)**	**($39,495)**	

Adjourn & Compline

The Meeting was adjourned into compline at 8:20 pm, with the Empowering Team leading compline.

Respectfully Submitted,
John A. King
Secretary of Council