

Unitarian Universalist Church of Berkeley
Fiscal Year 2021-22
Proposed Operations Budget V.3 with FY20-21 Actuals

	Column 1	Column 2	Column 3	Comments
	Congregation-Approved Budget Dec 2020	Actuals through 4/30/21 (Unaudited)	Proposed Budget FY 2021-22	
Revenue				
1 Pledge Income	325,000	286,896	382,500	Incl new members, \$425,000 -10% for uncollected
2 Prior Year Pledge Payments	5,000	12,470	5,000	
3 Plate collections	9,000	9,606	12,000	Electronic Donation Implementation
4 Special Offering Collections	2,800	12,601	9,500	(staff gifts, WCC scholarships, food drive, etc.)
5 Good Neighbor collections	12,000	6,125	12,000	With community fundraising
6 Other unpledged contributions	67,000	40,610	8,000	Wake Now our Vision monies depleted
7 Special Projects Donations	0	180	2,500	
8 Bequest Income	800	0	10,000	
9 Weddings/Memorials/Celebration (Mbr)	0	0	2,500	Expected increase in member events/cost sharing
10 Endowment Transfer	54,806	0	28,627	UUA Staff Pension Fund, Intern Minister
11 Personal Theology	800	0	1,000	
12 Other Program Income	3,040	14,014	3,800	
13 Cottage Rental	30,600	11,126	37,200	
14 Fundraising - All other	3,500	0	5,000	
15 Music Events	15,790	5,045	10,000	
16 Community Use-Space Rental	12,000	5,019	100,000	Expected surge in rentals, increased rates
17 Pre-school Rental (Good Earth)	136,000	132,674	140,000	
18 Pre-school CAM (Utilities & Property taxes)	5,500	2,030	6,500	
19 RE Bulding-Lease (Estimated)	150,000	122,377	168,920	
20 RE Building-Utilities & Taxes	5,500	0	12,000	
21 Other Revenue	102,000	103,701	107,000	Approved for second, forgivable PPP loan
22 Interest Income-general	50	274	250	
23 MCE Solar Panel Rebate		5,000	5,000	
24 Income from Trusts	250	1,393	1,200	Paid to administer Calkins Trust
Total Revenue	941,436	771,141	1,070,497	

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Expenses				
25 Salary, Wages, & Housing	527,210	406,600	599,849	Includes Intern, Guests & Livestream Broadcasters
26 SECA	7,720	5,884	19,089	
27 Payroll Taxes	32,615	23,003	32,166	
28 Moving Expenses	9,000	6,435	0	
29 Employee Benefits-Health	35,724	24,844	41,080	
30 Employee Benefits-Life/Disabil	3,400	1,327	3,400	
31 Employee Benefits-Retirement	46,236	32,254	43,402	
32 Insurance (Property & Casualty)	22,800	21,303	27,600	
33 Worker's Comp Insurance	7,500	8,090	9,500	
34 Accounting Services	12,000	13,686	31,500	Full audit***
35 Board Contingencies	1,000	0	1,000	
36 ED Contingencies	500	0	1,000	
37 Consultants/Contractors	2,500	4,191	2,500	IT Contractor, Others
38 Honoraria/Guest Speakers/Guest Ministers	500	1,050	0	Ministers included in salary (AB5)
39 Guest Musicians	2,400	4,625	500	Most musicians included in salary (AB5)
40 Supplies	9,000	2,532	12,500	Includes Ministry & Music, copyright licenses
41 Small Equipment	1,600	0	1,500	
42 Printing and copying	720	0	720	
43 Equipment leases	6,400	5,687	4,500	Returning Risograph (2nd copier)
44 Equipment repair & maintenance	3,840	330	4,500	Includes instrument tuning, 1 per year
45 Postage	1,000	555	750	
46 Phones & Computers	12,800	11,154	15,000	Network upgrades, replace voicemail
47 Advertising and PR	1,500	3,515	2,500	
48 Communications & Web Site	2,000	3,001	2,500	Broadcast/Zoom expenses
49 Property Taxes	15,000	18,351	15,000	
50 Professional development	7,000	6,773	12,500	GA for lead staff, trainings for new/continuing staff

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51	Professional Dues			1,542	New line item
52	WCC Scholarship Fund	0	40	3,000	Revenue source-Special collections
53	Staff & volunteer appreciation	1,500	0	1,500	Revenue source-Special collections
54	Bank Fees	3,100	2,740	3,100	
55	Management fees	7,000	8,932	8,000	UU Common Endowment Funds (UUCEF) fees
56	Other Expense	3,900	1,161	3,500	General Contingency Fund
57	Payroll Processing Fees	4,200	2,919	4,300	
58	UUA Annual Program Dues	18,000	18,000	36,363	Fair share/Annual Program Fund (APF)***
59	Building & grounds supplies	15,500	14,874	15,500	
60	Building & grounds maintenance	25,000	6,864	20,000	
61	Building & grounds projects (Ladd Griffith)	54,806	29,078	0	Transferred to Capital Projects budget.
62	Kitchen Supplies/Hospitality	160	0	6,000	Return to in-person gatherings
63	Electricity	400	1,033	0	
64	Gas	12,500	4,664	11,500	
65	Garbage	5,700	4,268	10,700	
66	Water	10,275	12,598	12,500	Water leaks found, fix in progress
67	Fire Monitoring System	11,500	5,123	12,500	
68	Other Program Committee Exps	20,000	7,913	20,400	Does not include N. Kelly Fund
69	Donations to Non-Profit Orgs	12,000	14,609	14,000	Includes SHUUMI Land Tax of \$2,000
70	Fundraising/Event expense	0	0	1,500	Event Hosts included in salary line
Total Expenses		977,506	740,005	1,070,461	
Excess or (Deficiency) of Revenue Over Expenses		(36,070)	31,135	36	

*** Should other sources of revenue/cost cutting not materialize in the first half of the new year, these expenses would be reviewed first.