

The Springs Church

Budget Summary – 2021

The Trustees and Lead Pastor are responsible to develop and oversee a comprehensive and well-stewarded annual budget. Our general practice is to take 90% of the previous year's actual income and set it as the new year's projected income. This helps to maintain a conservative approach and the ability to build in financial margin year after year. Our aim for annual expenditures is to allocate funds according to the following percentages: 35% Facilities, 35% Payroll, 20% Operations, and 10% Missions.

Revenue is generated by weekly tithes and offerings, seasonal special offerings, and facility rental income.

Expenses

35% Facilities

- **Facility Lease:** Cost to lease space for the sanctuary, classrooms, bathrooms, and office. This includes the upkeep to the parking lot, sidewalks, landscaping, and waste management requirements by the Landlord.
- **Utilities:** Cost for electricity, air conditioning, heat, water and sewer.
- **Asset Protection:** Cost for fire protection and security alarm system.
- **Repair & Maintenance:** Cost for window cleaning, painting, plumbing, lighting, exterior signs, janitorial, pest control, audio/video equipment, etc.

35% Payroll

- **Personnel:** Includes the Lead Pastor, Care Pastor, Worship Director, KidSpring Director, Student and Discipleship Director, and Executive Assistant.
- **Professional Reimbursement:** Includes work-related tools and subscriptions, cell phones, travel, meals, conferences, books, continuing education, etc.
- **Insurance:** Includes general liability, and workman's compensation coverage.

20% Operations

- **Supplies & Materials:** Cost to supply all ministry departments, church office, printing, stamps, computers, outreach initiatives, and special events.
- **Office & General Administration:** Includes office phone and internet, background checks, computer support, planning center online, professional payroll and budgeting software, texting service, etc.
- **Staff Development:** Includes off-campus retreats, professional growth resources, ministry conferences, and specialized skill training.
- **Benevolence Ministry:** Includes financial assistance to church members as well as the needy in our community, per our approved policies and procedures.
- **Advertising & Promotional:** Cost to host efficient website, purchase competitive online advertising, and occasionally distribute direct mail to the community.

10% Missions

- **Missions Giving:** Includes the Association of Related Churches (www.arcchurches.com), the Church of God (Cleveland, TN) (www.churchofgod.org), and missionary support.

Savings & Reserves: Monies set aside in an interest-yielding account for unanticipated expenditures and/or long-term goals such as the purchase of church vehicles, properties, buildings, or other resources.

THE SPRINGS CHURCH
2021 BUDGET (January — December)

REVENUE

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| Tithe & Offering | \$ 275,000 |
| Special Offerings | \$ 10,000 |
| Facility Rental | \$ 5,000 |
| Church Sublease | \$ 10,000 |

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| Total Revenue | \$ 300,000 |
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EXPENSES

34% Facilities **\$ 100,420**

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| Lease of Building | \$ 91,120 |
| Utilities | \$ 5,200 |
| Asset Protection | \$ 1,100 |
| Repair & Maintenance | \$ 3,000 |

57% Payroll **\$ 172,160**

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| Personnel | \$ 170,160 |
| Insurance | \$ 2,000 |

4% Operations **\$ 12,420**

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|---------------------------------|----------|
| Supplies & Materials | \$ 5,000 |
| Office & General Administration | \$ 5,000 |
| Misc | \$ 2,420 |

5% Missions **\$ 15,000**

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| Missions Giving | \$ 15,000 |
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| Total Expenses | \$300,000 |
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| Savings & Reserves (balance as of 1/1/2021) | \$100,000 |
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