**EXPLANATION OF TERMS USED IN THE SIX-MONTH REPORT**

**OPERATING INCOME**

**OFFERTORY COLLECTIONS-**

This pertains to ALL collections taken during any Masses in the Church.

**SACRAMENTAL SERVICES**

This category includes donations for Baptisms, Weddings, Funerals, Quinceañeras, Mass Intentions, and Blessings.

**PARISH PROGRAMS**

This includes income from Parish Societies like: Guadalupanas, Filipino Ministry and Chamoru Ministry. It also includes income from Adult and Youth Faith Formation, Youth Ministry, Lighthouse Media, Radio San Jose, Marriage Preparation, Music ministry, Altar Care and Church Environment, and rebates from the bulletin.

**DONATIONS & UNRESTRICTED GIFTS**

These are free will donations that are collected outside of the Offertory and not designated for a specific purpose.

**RELIGIOUS ARTICLES, BOOKS, & CANDLES**

This is income from candles and books/religious articles that are available in the office.

**PARISH FUNDRAISING**

This would be income generated from a parish Capital Campaign. We currently do not have a Capital Campaign in progress.

**OTHER INCOME**

This is income that is generated from facility rentals and Priest’s Retirement Rebate.

**MINISTRIES OF CARE**

**ST. VINCENT DE PAUL**

This income only tracks money that goes through the parish to support St. Vincent de Paul. Donations made directly to SVdP is not accounted for here.

**COMMUNITY OUTREACH**

This income is from the Annual Catholic Appeal rebate, REST, and the Prayer Blanket Ministry. ACA rebate funds are shared by St. Vincent de Paul and St. Isidore School.

**ST. ISIDORE SCHOOL**

This is income generated from the second collection of the month, direct support from the parish, and designated donations for the school that come through the parish. The ACA contribution is not included in this amount on the report.

**OPERATING EXPENSES**

**WAGES (Staff & Clergy)**

This expense is for both lay and priest salaries.

**PAYROLL TAXES**

This expense is for both lay and priest salaries

**EMPLOYEE BENEFITS**

This expense is for both lay and priest benefits packages.

**PARISH PROGRAMS**

Expenses incurred to facilitate the same programs listed in the income category above.

**DIOCESAN COLLECTIONS**

These are funds sent to the Diocese of Sacramento that were collected for the specific purposes named in the same category above.

**RELIGIOUS ARTICLES & BOOKS**

These are expenses incurred to purchase candles and religious articles/books.

**DIOCESAN ASSESSMENT**

18% of the revenue collected from the 2016-17 total Offertory is sent to support the Diocese of Sacramento. The amount is divided into 12 monthly installments.

**PARISH OFFICE**

This expense relates to all activities necessary to run the parish. It includes office supplies and furniture, leased equipment, IT support, Faith Direct, subscriptions, Rectory household support, postage, etc.

**BUILDING/GROUNDS MAINTENANCE (All Buildings)**

This expense includes the maintenance of all physical buildings (except the school-see above). It also includes utilities, floor mat contract, repairs, and capital projects, like solar.

**PROPERTY & LIABILITY INSURANCE, PROPERTY TAXES**

This expense is for property tax and full insurance on all buildings on our property: School, Bishop Quinn Hall, SVdP, storage containers, Parish Hall, Rectory and Parish Offices. It does not include the Knights of Columbus trailer.

**MINISTRIES OF CARE**

**ST. VINCENT DE PAUL**

Money remitted to SVdP from ACA and direct donations designated by parishioners. These donations could be collected in the offertory, by mail, or direct walk ins. All donations were specifically designated for SVdP.

**COMMUNITY OUTREACH**

This expense lists donations to REST, Western Farmworkers, A Woman’s Friend, etc. All of these are local community assistance offered by our parish outside of SVdP

**ST. ISIDORE SCHOOL**

These include funds disbursed from ACA Rebate, second collections, school building maintenance, and direct support.