

DIOCESE OF JOLIET

PARISH BUDGET FOR FISCAL YEAR 2021-2022

1. Finalize the budget in ParishSOFT.
2. Complete this form.
3. Obtain signatures of the Pastor and the Chairperson of the Finance Council.
4. **DO NOT** SEND A PRINTED COPY OF THE BUDGET WITH THIS FORM. THE DIOCESAN FINANCE OFFICE WILL ACCESS THE BUDGET FROM PARISHSOFT.
5. Submit the signed form by June 7, 2021 to:

Mail: Mr. Brian Schroeder, CFO OR E-mail: DOJreports@dioceseofjoliet.org
 Diocese of Joliet - Finance Office
 16555 Weber Road
 Crest Hill, IL 60403

If you have any questions, contact the Office of Parish Finance (815-221-6100).

Parish Name _____ **Parish Number** _____
Parish Town/City _____
Name of Preparer _____
Phone # / Email of Preparer _____

Key Budget Amounts:	Amount
Sunday Offertory	_____
Overall Parish Surplus/Deficit	_____
<u>Investment in Education:</u>	
Religious Education	_____
School	_____

If showing a deficit:
Please attach an explanation of how it will be funded.

If showing a surplus, list the amounts for:

Principal Loan Payments _____

Prior Year Diocesan Obligations _____

Maintenance Reserve _____

Included in the budget:

Capital Project Revenue _____

Capital Project Expense _____

Enrollment Used to Prepare the Budget:

Religious Education

Elementary _____

Elementary School

Preschool _____

K-8 _____

I HAVE EXAMINED THE 2021 - 2022 PARISH BUDGET AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IT IS A TRUE AND COMPLETE PROJECTION OF PARISH FINANCES. I UNDERSTAND THAT THE DIOCESE WILL ACCESS THE COMPLETE BUDGET FROM THE PARISHSOFT DATABASE.

Signed:

Pastor/Administrator - NAME
 Date _____

Pastor/Administrator - SIGNATURE

Acknowledged by:

Chair: Parish Finance Council - NAME
 Date _____

Chair: Parish Finance Council - SIGNATURE