

## Diocesan Council Minutes

February 23, 2023

6:00 pm via Zoom

**Present:** The Rt. Rev. W. Nicholas Knisely, Margaret Clifton, Vicki Escalera, Jim Segovis, Cheryl Abney, Rev. Ed Beaudreau, Rev. Christa Moore-Levesque, Rev. Beth Sherman, Allison Huff, Phyllis Spaziano, Rev. Peter Tierney, Rev. Ricky Brightman, Bob Fye, Rev. Tanya Watt, Olive Swinski  
**Staff:** Ed Biddle, Kristin Knudson-Groh, Rev. MaryAnn Mello  
**Absent:** Rev. Jack Lynch, Rev. Canon Dean Cleaver-Bartholomew

**Opening Devotion** – Vicki Escalera

**Approval of Agenda** - Approved

**Consent Agenda**

- Approval of Minutes from January 2023 meeting.
- Clarifying grants for Beaudreau funding:  
Confirmation of the approval of a Congregational Development Commission Grant to St. Elizabeth's Episcopal Church, Hope Valley, as discussed at the January 2023 Diocesan Council meeting: Confirming the approval of a grant of \$8670 from Congregational Development Commission funds for 2023, in addition to the same amount from the Diocesan Resource Fund, to evenly share support a four-year step-down grant; the specific grant amount will be the difference between 1/3 and 1/2 compensation (ensuring that adjustments are made each year to comply with diocesan compensation requirements). The 2024 grant will provide up to 75% of the difference; 2025 will provide up to 50% of the difference; 2026 will provide up to 25% of the difference.

**Staff Reports**

- Chief Financial Officer - written report submitted.  
Updates: Thrivent CD taken out. St George's School has contracted elsewhere for solar energy.

**Finance Committee Report**

- Treasurer - written report submitted.
- St Peter and Andrew - \$52k for Food pantry. \$20k available from DRF, referring to CDC for difference. Need for quick action. Rev. Tierney moved **to** approve recommendation to award \$20k from DRF, to commit to finding the remaining funding, preferably in grants, and to charge the COF with creating a plan. Seconded – Vicki Escalera. **Approved**

## Action items

- **Episcopal Charities Approval policy change.** Board has asked for permission to award grants up to \$25k without Council approval. Rev. Tierney moved to approve the request, Jim Segovis seconded. **Approved.**
- **SafeChurch refresher course requirements.** Presented by Rev. MaryAnn Mello. Certificate renewal is required every 3 years; current diocesan policy involves re-taking 10 Universal courses, a new policy would reduce course load to 5 key courses. Motion from Jim Segovis: After taking in-person training or 10 online courses, renewal will require only 5 key courses. Seconded by Vicki Escalera. **Approved.**  
Lay Eucharistic Minister requirements. Current diocesan policy requires full 10 course training. Further discussion of this policy is required before any changes are made.
- **RiteSong funding options.** All parishes had been covered under the Diocesan license, this group rate has been discontinued by RiteSong. (23 parishes have been taking advantage of this plan) Rev. Tierney moved, Jim Segovis seconded - Diocese will reimburse license costs out of the Sacred Music fund. **Approved.** There is a need for education around music licensing - reprinting and streaming.
- **Dates for Anti-racism training** - May 13 and June 17.  
SafeZone training may take place in the Fall. Details to come.

**Bishop's Time** - Update on Diocese of Ezo. Database Mngr hiring has been deferred due to other changes forthcoming.

**Motion to adjourn:** Jim Segovis. Seconded by Rev. Sherman. **Approved.**

**Next Meeting:** Wednesday, March 22, 2023

Attachments:

January Minutes

CFO Report

St Peter and St Andrew Grant

Request

Treasurer's Report

Financial Report

Safe Church information and Chart

RiteSong information

Charities NOW grant list

Episcopal Charities/Charities NOW  
request

Diocese of Ezo Report

**Finance and Property Update (CFO Report)  
February 2023**

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**1. 2022 Unaudited Year End Results**

Reported surpluses (see Treasurer's Report) reflect Hallworth House rental payments that include \$500,000 payment in lieu of indemnification.

**2. Thrivent Line of Credit**

The \$1.5 million line of credit has a fee for lack of utilization (in lieu of interest) of \$5,000 annually. This cost can be avoided by maintaining a deposit – which can be in the form of a certificate of deposit (CD) for the amount of \$150,000.

\$150,000 at a 12 mo. rate of 3.0% would yield \$4,500, plus avoiding a \$5,000 Non-Usage Fee, would have a net effect of \$9,500, equivalent to an approx. 6.3% tax-free yield.

CoF MOTION REQUIRED TO ESTABLISH CD Deposit at Thrivent to avoid non-usage fee.

**3. Treasurer Training**

First Treasurers Roundtable held via Zoom January 31. Learn and Lead Session scheduled for March 18 will include Finance track content. CFO to work with Treasurer to develop more training since this is a “pinch point” for many congregations

**4. Endowment Attorney Review**

We have received final questions from the AG's office on our draft petition for Widows, Orphans and Clergy (WOC). Elizabeth Manchester is responding to those, and then we are expecting to file shortly thereafter.

**5. Budget Format Under Review for 2024**

Our current budget structure, though detailed and familiar, can make it difficult to communicate Diocesan mission and ministry priorities. There are many alternate ways of implementing budget planning, structure and communication.

The Bishop, Diocesan staff, the Commission on Finance, and ultimately Diocesan Council will be consulted as we consider a narrative budget to share with Convention in 2023.

## **6. Diocesan Property Working Group**

Participants in the Diocesan Property working group (originally Diocesan Block Working Group) have agreed to continue to act as sounding board for property issues and are considering adding new members.

Portfolio of property requires differentiated strategy. Efforts will be on identifying highest ministry-aligned use, cost recovery, and generating and allocating limited capital.

Sites requiring attention are listed below:

### **Amos Allen House (62 Benefit Street)**

Property sustained significant interior damage due to heating pipe (baseboard water) freeze. Insurance will be providing reimbursement for water damage remediation, demolition, and reconstruction. Project in planning and development phase, 1974 Zoning Agreement indicates return to R1 (single family residential) use.

### **Church of the Beloved and Rectory, 158 Broad Street, Pascoag**

This property was the subject of legal action recently dismissed by the RI Supreme Court. The cloud on the title has been cleared, and a lease or sale is now possible. Ed and Lance Roberts to visit in February to assess situation.

### **ECC**

Cabin areas sustained significant windstorm damage from tree blow-downs. Insurance recovery efforts underway. Construction Certificates of Occupancy expected: Carriage House end of February, Barn late April, Bathhouse May 1.

For Solar Energy Project, RIDEM variance application requires 60 day notice which can run concurrent with local approval process. Still looking for end users to meet size of credit production pool. St. George's School is in the process of an RFP (Request for Proposal) process (not yet awarded). St Andrews School also remains a great potential addition.

### **Edwards Homes (74, 78, 80, 84, and 88 Benefit Street)**

Land use alterations under consideration such as curb cut on Church Avenue and off-street parking behind Benefit Street houses

### **Hallworth House (66 Benefit Street)**

Westbay Community Action and the State of RI Dept of Health operating Medical Respite pilot program with areas reserved for Quarantine and Isolation (Q&I). Six month agreement expires 6/30/23. We will be carefully monitoring expenses to insure that adequate recoveries can be achieved.

### **St John's Cathedral Church Providence**

Synod Hall requires HVAC upgrade to allow heating season usage.

### **St Mary's Episcopal Church and Rectory, 81 Warren Avenue, East Providence**

Parking area on opposite side of Warren Avenue (currently a vacant lot, but originally a site of a neighborhood theater) has been approved with funding from the State. Interest in this site is now high, and East Providence Mayor Bob DaSilva has reached out to us to express his interest in projects that would add to the Portuguese speaking community.

## Joan DeCelles

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**From:** Wufoo <no-reply@wufoo.com>  
**Sent:** Thursday, January 12, 2023 4:16 PM  
**To:** Grants and Loans; Phyllis Schumacher  
**Subject:** Grants & Loans Initial Request Form [#108]

**Name \*** Maryalice Sullivan  
**Email \*** [revmas90@gmail.com](mailto:revmas90@gmail.com)  
**Church Name \*** St. Peter's & St. Andrew's  
**Amount Requested \*** \$52,000  
**Have you applied for a grant or loan this year (including Episcopal Charities)? \*** No

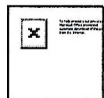
**Grant Request**–Please provide a brief description of the your request. Please include the issue your church maybe having and the type of support you are requesting. \*

St. Peter's & St. Andrew's has become an integral part of our neighborhood and broader community. In addition to a constantly expanding Food Pantry, busy Covid vaccination and testing site, we provide much needed clothing and household items for small donations (and oftentimes free) through our busy Thrift Store. Over the last few years, we have been given so much exposure to the community and we are now aware of the needs of our community. We want to expand our ministry, but we are utilizing every bit of usable space that we currently have.

We are requesting funds to refinish our basement so we can provide more services to our community: advocacy programs for parents, English classes, citizenship classes, outreach and more. We have social workers and teachers ready to partner with us on this initiative. We have so much momentum, we are excited to continue to grow our ministry and partner with the Diocese to develop a Center of Hope for the community. Please see the attached file for further information on the use of the basement.

**Budget for**

**Project/Event/Ministry**



[basement\\_project\\_for\\_grant\\_january\\_2023.docx](#) 15.36 KB · DOCX

Has your parochial report been filed? \*

- No

Please upload A Profit and Loss Statement or Income Statement for the last three months



[st\\_peter\\_and\\_st\\_andrews\\_\\_balance\\_sheet\\_123122.xlsx](#) 10.58 KB · XLSX

Please upload a copy of Receipts/Quotes for request here:



[crch\\_bsmtest20230108\\_195352.pdf](#) 1.80 MB · PDF

Attach a File

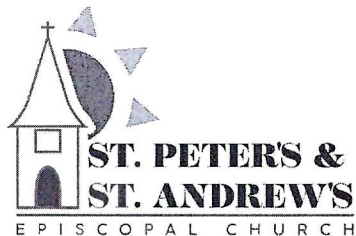


[st.\\_peters\\_st.\\_andrews\\_grant\\_request\\_for\\_basement\\_jan\\_2023.docx](#) 1.61 MB · DOCX

Attach a File



[the\\_parochial\\_report.docx](#) 12.02 KB · DOCX



## Grant Request to Refinish the Basement

**St. Peter's & St. Andrew's** is a small parish with a huge mission to become a **Center of Hope** for our Community. We run a thriving Food Pantry and Thrift Store for our neighborhood, but there is a bigger need for us to provide more services to the broader community. We are utilizing every bit of usable space that we currently have, but in order to continue to expand our ministry we must refinish our basement to turn it into usable functional space.

### **Our Story:**

The story begins many years ago when the parish started a Food Closet in the 1970s. Slowly the neighborhood began to change, and the needs of the community also changed. Through the years the Closet grew into a Pantry that served a few dozen families each month. After the pandemic started our little pantry grew and grew to meet the needs of the community. The RI Food Bank asked if we would open every week, and we became **one of the only Emergency Food Resources in all of Providence**. Each month we welcomed dozens and dozens of new families. The line of families stretching further down the street every week. We have never refused anyone; we just continue to order more food and find more volunteers to help us distribute food.

Here are some recent statistics/facts:

- In 2022 we distributed **250,000 pounds of food in 50 weeks**.
  - In 2020 each family received an average of **26 lbs** of food/week
  - In 2011 each family received **36 lbs** of food/week
  - In 2022 each family receives **51 lbs** of food each and every week
  - Additionally, we provide thousands of pounds of **hygiene and personal care products** through local partnerships and donations
  
- We currently have **850 active families** on our Food Pantry roster. We have become a very popular Food Pantry with new families joining each and every week. We've added over **1300 new families** in 3 years:
  - In 2020 we had 443 new families register



- In 2021 we had 304 new families register
  - In 2022 we had 561 new families register
  - In 2023 we have already had 23 new families sign up our first week.
- The recent increase in the cost of food means more families are coming to the Food Pantry more often. Some families only come once a month, but many families rely on us each and every week for groceries.
    - **In 2020 we would have around 50 families** come each week
    - In 2021 the average per week would go up and down, but on average it remained around 50 per week
    - **In 2022 each week got larger and larger, hitting 100 families per week by July**
    - **We now average 150+ families per week** and we are concerned about how many more we can handle. We are at the point where we need to open a 2nd day each week but do not have the means to staff a 2nd day.
  - We were asked if we could also become a **Covid testing and vaccination site**, so through a partnership with a local agency we did, and St. Peter's & St. Andrew's became a very popular testing and vaccination site for many months throughout the pandemic.
  - To keep up with the growing numbers of guests we have had to expand our operations:
    - In 2022 we **purchased 2 new freezers and a new refrigerator**
    - **We upgraded our electric and lighting**
    - **We installed a new handicap ramp that is ADA compliant**
    - **We repainted the kitchen and installed a new kitchen floor**
    - We purchased all **new shelving** for our pantry and thrift store, and purchased **new shopping carriages**
    - Next week we are having our **parish house floor replaced** as well as the hallway floor and the bathroom floors
    - **All of the above was paid for with grants and private donations!**

Receiving, storing, and distributing these massive quantities of food to this many people so quickly is no easy feat! **It takes many many hands to make this Ministry successful.** All other Food Pantries in the local area who serve similar numbers have paid workers, and Boards of Directors. We have managed to do all of the above through the hard work of dedicated volunteers both from the

parish and the community. To help receive the weekly food orders we have partnered with several organizations:

- We work with **Brown University and Johnson & Wales University** and partner with fraternity and sororities who assist us with unloading the food order and sorting our thrift store items.
- We have several **Corporate Partners** who join us with their employees for Volunteer Days. Recently we have worked with Nestle, Morgan Stanley and Walmart.
- We work with the local **Courts and provide Community Service** hours to those who require hours, and we are happy to say that many continue to volunteer at our pantry even after they have already met their required Community Service hours.
- We partner with local Agencies helping to develop skills for **young adults with physical and developmental disabilities**.
- We are proud that **1/3 of our volunteers are bilingual and speak Spanish**, helping to make our Food Pantry a friendly and welcoming place for everyone!

In 2022 alone we had more the **300 volunteers** join our Ministry! We have volunteers from surrounding churches, women's organizations, schools, and the community. In fact, many of our very best volunteers are also guests of the Food Pantry! It is a **happy place with a good vibe**, and we are always told that people love to volunteer with us.

### **Our Vision:**

In 2021 through two grants from the diocese we were able to remediate the mold in the basement and install a sump pump that insures we will not have mold in the future.

Our current **goal is to now refinish the basement in order to expand the ministry of the Food Pantry**. Over the last few years we have been given so much exposure to the community and we are now aware of the needs of the community. Of course, we are happy to continue to provide the services of our Food Pantry, but **we also want to provide other much needed services so that our guests have the resources they need to help themselves**.

We are working with the Genesis Center to begin an **advocacy program for Latino parents** who have children with special needs. While there are always translators at the IEP meetings, the translators do not help the parents understand the depth of what is needed to help their children success.

We are in the process of converting the use of the rectory into **transitional housing for homeless women**. For this project we are working jointly with Better Live's Rhode Island. Our next steps

will be to use the basement of the parish house for **programs such as English Classes, Citizenship Classes, Anger Management Classes, and more.** We already have social workers looking forward to being able to use space in the basement.

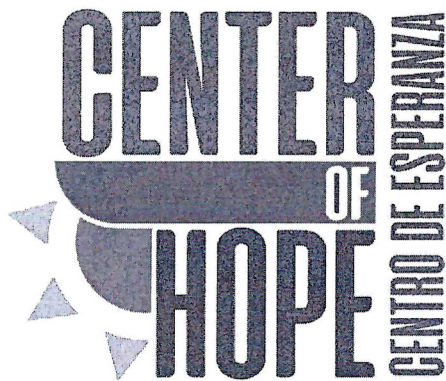
We are also connected to One Neighborhood Builders and part of the group which is laying out a proposed collective impact approach to health equity work in Central Providence.

All of the above and more needs a place to meet. Our basement has two egresses, a bathroom, a compact kitchen, two office spaces and a large meeting room all of which will be perfect once they are refinished.

We are so **excited about the impact we are having on our community** and the momentum we currently have. We are looking forward to taking the next steps to offer more services and expand our **Center of Hope for the community.**

**Thank you so much for your consideration and please let us know if you have any questions.**

Please see the attached quote with details on the work to be done to complete the basement.



## **Basement Project: January 10, 2023**

### Size of space

Main room = 800 sq ft (includes entry from stairs and small "wing" to sump pump area)

Center Office = 124 sq ft

End Office = 125 sq ft

Sump pump area = 26 sq ft

Shower / toilet area = 54 sq ft

Boiler room 159 sq ft. (This room will be just cleaned up)

Vault room = 239 sq ft. (This will be used by the church for church needs)

Storage Room next to stairway = 101 sq ft (this room will remain storage for outdoor equipment such as rakes, shovels etc.)

- New sheet rock where needed
- Strip all remaining wallpaper
- Frame walls where needed for the two office spaces
- Replace doors, one office door will have a window, the second office has an existing window
- Make all needed repairs to the room that will be use by the church
- Install new plywood for the floor where needed
- Install all new flooring
- Replace the existing toilet and cabinet in the bathroom
- Remove the old refrigerator and stove top, leaving the sink and replace with a cabinet and room for an under counter refrigerator
- Repaint and repair stairs where need
- Install stair treads
- Replace ceiling tiles

MICHAEL CATANZARO  
PRESIDENT

# Catanzaro Painting

Restoration and Painting  
(401) 300-1258

INSURED

PROPOSAL SUBMITTED TO <u>St. Peters &amp; St. Andrews</u>		Page No. _____ of _____ Pages
STREET <u>70 Main Bay Dr St.</u>	PHONE _____	DATE <u>12/9/22</u>
CITY, STATE AND ZIP CODE <u>Providence RI</u>	JOB NAME <u>same</u>	JOB LOCATION _____
ARCHITECT _____	DATE OF PLANS _____	JOB PHONE _____

We hereby propose to furnish materials and labor necessary for the completion of:

Basement

- ① plaster
- ② elect rock
- ③ frame walls where necessary
- ④ install suspended ceilings
- ⑤ install plywood on floors where needed
- ⑥ install doors
- ⑦ sand
- ⑧ prime
- ⑨ apply 2 coats finish paint
- ⑩ install VCT tiles on floor
- ⑪ clean debris
- ⑫ strip wallpaper

**WE PROPOSE:** hereby to furnish materials and labor - complete accordance with the above specifications, for the sum of:

\_\_\_\_\_ dollars (\$ 52,000 )

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized

Signature M. Catanzaro

Note: This Proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**ACCEPTANCE OF PROPOSAL** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date of acceptance: \_\_\_\_\_



*St. Peter's & St. Andrew's Annual Meeting, February 5, 2023*

Category	YTD Budget	YTD Actual	YTD Difference	Annual Budget	Difference
<b>INCOME CATEGORIES</b>					
Pledges 2022	41336	45963	4627	41336	4627
Open Plate	800	2593	1793	800	1793
Easter offering	600	807	207	600	207
Christmas Offering	400	320	-80	400	-80
Endowment	7500	7556	56	7500	56
Rectory Rental	16200	7700	-8500	16200	-8500
Shekinah Church	7680	7680	0	7680	0
Memorials	500	1083	583	500	583
Funding Raising	800	404	-396	800	-396
Miscellaneous	2000	943	-1057	2000	-1057
Flowers	500	665	165	500	165
Non-pledged regular income	300	2225	1925	300	1925
Amazon Smile Contributions	100	77	-23	100	-23
Pete & Andy's Thrift Shop	7500	10720	3220	7500	3220
Income Categories Total	86216	88736	2520	86216	2520
<b>EXPENSE CATEGORIES</b>					
Clergy Salary	13250	16279	3029	13250	3029
Clergy Continuing Education	500	0	-500	500	-500
Supply Clergy	1150	810	-340	1150	-340
Organist Salary	8500	6719	-1781	8500	-1781
Administrator Salary	8560	7884	-676	8560	-676
Payroll taxes (income tax)	5700	4821	-879	5700	-879
Organ / Piano / Music Expense	850	1099	249	850	249
Insurance	7500	8201	701	7500	701
Office Supplies / Postage	1500	703	-797	1500	-797
Miscellaneous expenses	500	97	-403	500	-403
Outreach expenses	1500	0	-1500	1500	-1500
Apportionment	8050	8405	355	8050	355
Pest Control	450	670	220	450	220
Fire Alarm System	500	765	265	500	265
Maintenance / Equipment Expenses	500	859	359	500	359
Phone / Internet	1800	2097	297	1800	297
Website Fees / Other Fees	500	492	-8	500	-8
Financial Management	360	432	72	360	72
Parish House Supplies	500	55	-445	500	-445
Utilities	0	0	0	0	0
Utilities :Electricity	5500	9438	3938	5500	3938



*St. Peter's & St. Andrew's Annual Meeting, February 5, 2023*

Utilities :Heating / Oil Church	5000	3068	-1932	5000	-1932
Utilities :Heating Gas for parish hall	3500	3263	-237	3500	-237
Diocesan Loan repayment	6500	6549	49	6500	49
Flowers expense	500	393	-107	500	-107
Electrician	1200	1220	20	1200	20
Rectory Expenses	0	2106	2106	0	2106
Water/Sewer-rectory	400	384	-16	400	-16
Water/sewer/church	275	344	69	275	69
Narragansett Bay Commission / Rectory	1300	1446	146	1300	146
Narragansett Bay Commission / Church	725	1061	336	725	336
Expense Categories Total	87070	89660	2590	87070	2590



<b>ASSETS as of December 31, 2022</b>	<b>TOTAL</b>
Rhode Island Credit Union--Savings	4,010.00
Rhode Island Credit Union--Checking	71,161.94
<b>TOTAL ASSETS</b>	<b>75,171.94</b>

<b>LIABILITIES</b>	<b>TOTAL</b>
Diocesan Loan 2018	(9,556.64)
<b>TOTAL LIABILITIES</b>	<b>(9,556.64)</b>

<b>NET ASSETS</b>	<b>65,615.30</b>
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## Diocesan Treasurer's Report for February 2023 Finance & Diocesan Council Meetings

### Annual 2022 and January 2023 actual results

After pre-audit closing entries for 2022, the year-end results reported last month (in the middle column of numbers) changed by small amounts. They still reflect operating, non-operating, and overall surpluses. Expect the numbers to undergo more adjustments in the audit process later this year. The January 31, 2023 numbers are presented in the far right-hand column, showing expenses outpacing revenues, but it is too soon in the year to view these results as predictive in any way.

	<u>Dec. 31, adjusted</u>	<u>December 31</u>	<u>Jan. 31, 2023</u>
Operating revenues	\$4,698,967	\$4,694,600	\$249,281
Operating expenses	4,299,908	4,254,993	306,948
<b>Operating surplus/(deficit)</b>	<b>399,059</b>	439,607	(57,667)
Non-operating revenues	912,955	909,197	79,179
Non-operating expenses	166,603	166,079	18,571
<b>Non-operating surplus</b>	<b>746,352</b>	743,118	60,608
<b>Combined surplus</b>	<b>1,145,411</b>	1,182,725	2,941
<b>Total assets</b>	<b>51,913,366</b>	51.928 million	51,866,616

### To-do list ( = finished; *italics* = progress since last report)

- *Draft the responses to last year's management letter comments (with Ed Biddle)*
- Contact churches that are delinquent with their 2021 audit reports
- Help one church resolve its 2021 and 2022 bookkeeping problems
- *Revise communications to the churches about audit arrangements, procedures, expected reports and due dates*
  - Revised letter with report directions and due dates was mailed in January
- *Plan, schedule, and conduct series of Treasurer's Workshops for 2023*
  - First zoom roundtable was held 1/31/23; group will meet monthly in 2023
- *Convene Diocesan Council Subgroup to develop a new business model/methods*
  - First meeting held on 2/2/23; 2023 goals set; will meet monthly
  - Issue calendar/check list of church treasurers' responsibilities
  - Issue model chart of accounts
- Finalize petition to the State court regarding expanded uses of the WOC funds
  - Still awaiting feedback from the Attorney General's office on attorney's draft
- Prepare Finance session for March 18<sup>th</sup> Learn and Lead session at St. John's Church
- Compile the 2022 Statement of Functional Expenses for the Diocesan financial statement (mid-2023)
- Revise Fiduciary Responsibility Checklist (provided to churches circa 2016)
- Refine Diocesan Gift Acceptance Policy
- Develop a Classified Net Assets Worksheet

Respectfully submitted,  
Vicki Escalera  
February 6, 2023

Accounts

<b>Assets</b>		
<b>Current Assets</b>		
Cash	1,233,211	
Receivables	61,004	
Revolving Loans	466,571	
<b>Total Current Assets</b>		<b>1,760,786</b>
<b>Fixed Assets</b>		
Land & Building	13,478,100	
Less Accumulated Depreciation	(4,087,626)	
Equipment	263,643	
Less Accumulated Depreciation	(207,730)	
<b>Total Fixed Assets</b>		<b>9,446,388</b>
<b>Other Assets</b>		
Investments (DIT)	40,679,443	
<b>Total Other Assets</b>		<b>40,679,443</b>
<b>Total Assets</b>		<b>51,886,616</b>
<b>Liabilities, Fund Principal, &amp; Restricted Funds</b>		
<b>Liabilities</b>		
Reserves		464,662
Reserves Edwards Homes		3,874
<b>Total Liabilities</b>		<b>468,536</b>
<b>Fund Principal</b>		
Fund Balance	1,630,673	
Investment Fund Balance	41,079,381	
Property & Equip Fund Balance	8,708,026	
<b>Total Fund Principal</b>		<b>51,418,080</b>
<b>Total Liabilities, Fund Principal, &amp; Restricted Funds</b>		<b>51,886,616</b>

The Diocese of Rhode Island  
Revenues & Expenses One Page  
January 2023

Accounts	MTD Actual	YTD Actual	YTD Budget	Annual Budget 2023
<b>Revenues</b>				
1. CONGREGATIONAL DEVELOPMENT	\$1,099.64	\$1,099.64	\$3,556.67	\$344,760.00
2. YOUTH & FAMILY MINISTRY	\$68,631.98	\$68,631.98	\$69,259.21	\$626,256.00
3. OUTREACH & ADVOCACY	\$25,714.00	\$25,714.00	\$19,771.00	\$500,692.00
4. OFFICE OF THE BISHOP	\$115.61	\$115.61	\$193.16	\$92,333.00
6. GOVERNANCE	\$142,471.60	\$142,471.60	\$141,649.11	\$1,960,716.00
7. OTHER	\$11,248.71	\$11,248.71	\$11,832.64	\$263,222.00
<b>Total Revenues</b>	<b>\$249,281.54</b>	<b>\$249,281.54</b>	<b>\$246,261.79</b>	<b>\$3,787,979.00</b>
<b>Expenses</b>				
1. CONGREGATIONAL DEVELOPMENT	\$30,134.62	\$30,134.62	\$20,900.93	\$489,074.00
2. YOUTH & FAMILY MINISTRY	\$53,432.35	\$53,432.35	\$67,134.28	\$891,548.00
3. OUTREACH & ADVOCACY	\$7,954.99	\$7,954.99	\$9,992.49	\$512,980.00
4. OFFICE OF THE BISHOP	\$46,091.31	\$46,091.31	\$43,369.73	\$467,695.00
5. ADMINISTRATION & FINANCE	\$81,469.08	\$81,469.08	\$68,113.07	\$840,258.00
6. GOVERNANCE	\$25,512.62	\$25,512.62	\$25,512.58	\$311,451.00
7. OTHER	\$62,353.52	\$62,353.52	\$38,820.58	\$560,333.00
<b>Total Expenses</b>	<b>\$306,948.49</b>	<b>\$306,948.49</b>	<b>\$273,843.66</b>	<b>\$4,073,339.00</b>
<b>Net Total</b>	<b>(\$57,666.95)</b>	<b>(\$57,666.95)</b>	<b>(\$27,581.87)</b>	<b>(\$285,360.00)</b>
<b>Non-Operating Revenue</b>				
CONGREGATIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$14,428.00
YOUTH & FAMILY MINISTRY	\$78,529.16	\$78,529.16	\$0.00	\$22,224.00
OFFICE OF THE BISHOP	\$0.00	\$0.00	\$0.00	\$148.00
BISHOP'S RESTRICTED FUNDS	\$650.00	\$650.00	\$643.22	\$194,617.00
DIOCESAN OPERATIONS	\$0.00	\$0.00	\$0.00	\$21,325.00
CUSTODIAL FUNDS	\$0.00	\$0.00	\$0.00	\$269,751.00
RESTRICTED USE FUNDS	\$0.00	\$0.00	\$0.00	\$142,804.00
MISSION PROPERTIES	\$0.00	\$0.00	\$0.00	\$2,669.00
<b>Total Non-Operating Revenue</b>	<b>\$79,179.16</b>	<b>\$79,179.16</b>	<b>\$643.22</b>	<b>\$667,966.00</b>
<b>Non-Operating Expenses</b>				
CONGREGATIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$12,356.00
BISHOP'S RESTRICTED FUNDS	\$17,613.87	\$17,613.87	\$9,071.67	\$194,617.00
CUSTODIAL FUNDS	\$342.48	\$342.48	\$740.00	\$25,525.00
RESTRICTED USE FUNDS	\$615.00	\$615.00	\$0.00	\$142,804.00
REVOLVING LOAN FUND	\$0.00	\$0.00	\$0.00	\$7,304.00
<b>Total Non-Operating Expenses</b>	<b>\$18,571.35</b>	<b>\$18,571.35</b>	<b>\$9,811.67</b>	<b>\$382,606.00</b>
<b>Net Operating Total</b>	<b>\$2,940.86</b>	<b>\$2,940.86</b>	<b>(\$36,750.32)</b>	<b>\$0.00</b>

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Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
<b>Revenues</b>				
<b>1. CONGREGATIONAL DEVELOPMENT</b>				
Congreg Develop - Parishes	0	0	0	27,629
Congreg Develop - Missions	0	0	0	57,108
Church Beyond the Walls	1,085	3,452	2,368	41,430
<b>Diocesan Resource Fund</b>				
Advent	0	0	0	0
Church of the Beloved	15	104	89	1,250
Endowment, etc	0	0	0	170,991
<b>Total Diocesan Resource Fund</b>	<b>15</b>	<b>104</b>	<b>89</b>	<b>172,241</b>
<b>Discernment &amp; Formation</b>				
Commission on Ministry	0	0	0	928
Deacon Formation	0	0	0	1,200
<b>Total Discernment &amp; Formation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,128</b>
College&Creation Care Ministry	0	0	0	32,224
Education & Training	0	0	0	12,000
<b>Total 1. CONGREGATIONAL DEVELOPMENT</b>	<b>1,100</b>	<b>3,557</b>	<b>2,457</b>	<b>344,760</b>
<b>2. YOUTH &amp; FAMILY</b>				
<b>EPISCOPAL CONFERENCE CENTER</b>				
GRANT HOUSE	0	0	0	14,429
YOUTH MINISTRY	0	0	0	6,700
<b>Total 2. YOUTH &amp; FAMILY</b>	<b>68,632</b>	<b>69,259</b>	<b>627</b>	<b>626,256</b>
<b>3. OUTREACH &amp; ADVOCACY</b>				
<b>GRANT PROGRAMS</b>				
Episcopal Charities	25,714	19,771	(5,943)	462,280
Susan Hudson Endowment	0	0	0	37,900
Development Fund	0	0	0	0
Global Outreach/MDG	0	0	0	512
Eleanor Slater Center	0	0	0	0
<b>Total GRANT PROGRAMS</b>	<b>25,714</b>	<b>19,771</b>	<b>(5,943)</b>	<b>500,692</b>
<b>Total 3. OUTREACH &amp; ADVOCACY</b>	<b>25,714</b>	<b>19,771</b>	<b>(5,943)</b>	<b>500,692</b>
<b>4. OFFICE OF THE BISHOP</b>				
<b>EPISCOPATE SUPPORT</b>				
COMMUNICATION REVENUE	116	193	78	5,642
<b>Total 4. OFFICE OF THE BISHOP</b>	<b>116</b>	<b>193</b>	<b>78</b>	<b>92,333</b>
<b>6. GOVERNANCE</b>				
APPORTIONMENT INCOME	138,263	137,391	(872)	1,645,548
DIOCESAN CONVENTION	0	0	0	0
DIOCESAN OPERATIONS	4,209	4,258	49	315,168
<b>Total 6. GOVERNANCE</b>	<b>142,472</b>	<b>141,649</b>	<b>(822)</b>	<b>1,960,716</b>
<b>7. OTHER</b>				
<b>EDWARDS HOMES</b>				

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<b>Accounts</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>YTD Budget To Actual</b>	<b>Annual Budget 2023</b>
<b>Rental Revenue</b>	7,906	7,928	22	95,140
<b>DIT Revenue</b>	0	0	0	64,694
<b>Other Revenue</b>	0	0	0	0
<b>Total EDWARDS HOMES</b>	7,906	7,928	22	159,834
<b>HALLWORTH HOUSE RESERVE</b>	2,825	2,825	0	67,404
<b>CENTER FOR RECONCILIATION</b>				
<b>Grants</b>	0	0	0	26,130
<b>Donations</b>	0	471	471	2,400
<b>Miscellaneous</b>	0	0	0	150
<b>Program</b>	0	0	0	0
<b>Total CENTER FOR RECONCILIATION</b>	0	471	471	28,680
<b>PARISH FUNDS</b>	0	0	0	0
<b>DIOCESAN ALTAR GUILD</b>	0	0	0	0
<b>REVOLVING LOAN FUND</b>	517	609	91	7,304
<b>Total 7. OTHER</b>	11,249	11,833	584	263,222
<b>Total Revenues</b>	249,282	246,262	(3,020)	3,787,979

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Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
<b>Expenses</b>				
<b>1. CONGREGATIONAL DEVELOPMENT</b>				
Grants to Parishes	0	0	0	27,629
Grants to Missions	2,386	1,667	(719)	53,108
Church Beyond the Walls	5,848	3,452	(2,395)	41,430
Diocesan Resource Fund	6,142	600	(5,542)	172,241
Hispanic Ministry				
San Jorge	6,709	6,659	(51)	57,192
Iglesia de Ascension	4,358	4,356	(2)	52,274
Hispanic Ministry Committee	0	0	0	4,000
Total Hispanic Ministry	11,067	11,015	(52)	113,466
Discernment & Formation				
Commission on Ministry	525	0	(525)	3,000
Deacon Formation	0	0	0	1,200
Total Discernment & Formation	525	0	(525)	4,200
College&Creation Care Ministry	4,167	4,167	0	65,000
Education & Training	0	0	0	12,000
CDC Committee Expenses	0	0	0	0
<b>Total 1. CONGREGATIONAL DEVELOPMENT</b>	<b>30,135</b>	<b>20,901</b>	<b>(9,234)</b>	<b>489,074</b>
<b>2. YOUTH &amp; FAMILY MINISTRY</b>				
Episcopal Conference Center				
Personnel	35,638	51,802	16,164	497,020
Program	665	1,966	1,301	184,697
Buildings & Grounds	15,776	10,300	(5,476)	148,101
Grant House	719	673	(47)	14,429
Capital Campaign	634	634	0	7,605
Total Episcopal Conference Center	53,432	65,375	11,942	851,852
City Camp	0	1,760	1,760	32,996
Youth Ministry	0	0	0	6,700
<b>Total 2. YOUTH &amp; FAMILY MINISTRY</b>	<b>53,432</b>	<b>67,134</b>	<b>13,702</b>	<b>891,548</b>
<b>3. OUTREACH &amp; ADVOCACY</b>				
Episcopal Charities				
Staff & Consultants	6,614	6,632	18	81,335
Operating Expenses	164	3,133	2,969	43,717
Campaign Expenses	214	184	(30)	13,228
Grants	0	0	0	324,000
Total Episcopal Charities	6,992	9,949	2,957	462,280
Susan Hudson Endowment	0	0	0	37,900
Development Fund	0	0	0	0
Global Outreach/MDG	0	0	0	12,800
Eleanor Slater Center	963	44	(920)	0
Companion Diocese	0	0	0	0

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Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
<b>Total 3. OUTREACH &amp; ADVOCACY</b>	7,955	9,992	2,038	512,980
<b>4. OFFICE OF THE BISHOP</b>				
<b>Bishop</b>				
Salary, Housing, Benefits	18,014	20,262	2,248	199,734
Travel & Professional	883	1,629	746	19,543
Entertainment & Business	621	852	231	10,228
Chancellor's Conference	0	0	0	500
Bishop's Search Process	0	0	0	0
Deacons	0	0	0	1,479
<b>Total Bishop</b>	<u>19,518</u>	<u>22,743</u>	<u>3,225</u>	<u>231,484</u>
<b>Bishop's Senior Staff</b>				
<b>Executive Assistant</b>				
Salary, Housing, Benefits	7,424	7,144	(280)	88,580
Travel & Professional	755	0	(755)	1,256
<b>Total Executive Assistant</b>	<u>8,179</u>	<u>7,144</u>	<u>(1,035)</u>	<u>89,836</u>
<b>Canon to the Ordinary</b>				
Salary, Housing, Benefits	13,389	12,858	(530)	110,878
Travel & Professional	43	513	470	8,161
<b>Total Canon to the Ordinary</b>	<u>13,432</u>	<u>13,372</u>	<u>(60)</u>	<u>119,039</u>
<b>Communications Director</b>				
Salary, benefits	0	0	0	0
Travel & Professional	963	111	(851)	2,336
Consultants, Interns	4,000	0	(4,000)	25,000
<b>Total Communications Director</b>	<u>4,963</u>	<u>111</u>	<u>(4,851)</u>	<u>27,336</u>
<b>Total Bishop's Senior Staff</b>	<u>26,573</u>	<u>20,627</u>	<u>(5,946)</u>	<u>236,211</u>
<b>Total 4. OFFICE OF THE BISHOP</b>	<u>46,091</u>	<u>43,370</u>	<u>(2,722)</u>	<u>467,695</u>
<b>5. ADMINISTRATION &amp; FINANCE</b>				
<b>Personnel: Salary &amp; Benefits</b>				
<b>Diocesan Administrator</b>	5,965	4,774	(1,191)	59,178
<b>Chief Financial Officer</b>				
Salary & Benefits	13,982	13,562	(421)	168,905
Travel & Professional Expense	0	83	83	1,000
<b>Total Chief Financial Officer</b>	<u>13,982</u>	<u>13,645</u>	<u>(337)</u>	<u>169,905</u>
<b>Consultants</b>	0	0	0	68,443
<b>Finance Director</b>	9,519	9,131	(388)	113,330
<b>Finance Assistant</b>	969	794	(176)	9,912
<b>Maintenance Staff</b>	18,274	14,003	(4,271)	66,306
<b>Total Personnel: Salary &amp; Benefits</b>	<u>48,710</u>	<u>42,347</u>	<u>(6,363)</u>	<u>487,074</u>
<b>Building &amp; Grounds</b>	12,176	14,037	1,861	106,186
<b>Communications</b>				
Communications Equipment	0	229	229	3,250
Website & Advertising	1,935	125	(1,810)	1,500

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Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
<b>RISEN</b>	0	0	0	1,350
<b>Total Communications</b>	1,935	354	(1,581)	6,100
<b>Equipment</b>	8,051	4,353	(3,698)	60,283
<b>Office Expense</b>	6,597	3,425	(3,172)	41,474
<b>Other Expenses</b>	4,001	3,598	(403)	139,141
<b>Total 5. ADMINISTRATION &amp; FINANCE</b>	81,469	68,113	(13,356)	840,258
<b>6. GOVERNANCE</b>				
<b>Governing Bodies</b>				
<b>Meetings</b>	0	0	0	300
<b>Total Governing Bodies</b>	0	0	0	300
<b>Diocesan Convention Program</b>	0	0	0	5,000
<b>Total Diocesan Convention</b>	0	0	0	5,000
<b>Registrar/Historian</b>	0	0	0	0
<b>Triennial General Convention</b>	1,375	1,375	0	16,500
<b>Episcopal Church Assessment</b>	23,325	23,325	0	279,901
<b>Province 1 Synod Assessment</b>	812	812	0	9,750
<b>Diocesan Memberships &amp; Dues</b>	0	0	0	0
<b>Total 6. GOVERNANCE</b>	25,513	25,513	0	311,451
<b>7. OTHER</b>				
<b>Edwards Homes</b>				
<b>Building &amp; Grounds</b>	16,293	15,804	(489)	152,499
<b>Other Expense</b>	594	592	(2)	7,335
<b>Total Edwards Homes</b>	16,887	16,396	(491)	159,834
<b>Hallworth House Reserve</b>	45,234	20,171	(25,063)	311,630
<b>Center for Reconciliation</b>				
<b>Salaries &amp; Benefits</b>	0	2,010	2,010	26,130
<b>Administrative Expenses</b>	0	21	21	1,997
<b>Program Expenses</b>	10	0	(10)	553
<b>Total Center for Reconciliation</b>	10	2,031	2,021	28,680
<b>Salary Adjustment Pool</b>	0	0	0	51,520
<b>Bad Debt Apportionment</b>	0	0	0	6,000
<b>Diocesan Altar Guild</b>	0	0	0	0
<b>Depreciation - Property</b>	222	222	0	2,669
<b>Total 7. OTHER</b>	62,354	38,821	(23,533)	560,333
<b>Total Expenses</b>	306,948	273,844	(33,105)	4,073,339
<b>Revenue in Excess of Expenses</b>	(57,667)	(27,582)	30,085	(285,360)



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Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
<b>Non-Operating Revenue</b>				
<b>CONGREGATIONAL DEVELOPMENT</b>				
Congreg Develop - Parishes	0	0	0	0
Congreg Develop - Missions	0	0	0	0
Diocesan Resource Fund	0	0	0	0
Mudrak Fund	0	0	0	12,356
Commission on Ministry	0	0	0	2,072
College Ministry & Chaplaincy	0	0	0	0
Education & Training	0	0	0	0
<b>Total CONGREGATIONAL DEVELOPMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,428</b>
<b>YOUTH &amp; FAMILY</b>				
Episcopal Conference Center	78,529	0	(78,529)	22,224
Grant House	0	0	0	0
<b>Total YOUTH &amp; FAMILY</b>	<b>78,529</b>	<b>0</b>	<b>(78,529)</b>	<b>22,224</b>
<b>OUTREACH &amp; ADVOCACY</b>				
Episcopal Charities	0	0	0	0
Millenium Development Goals	0	0	0	0
<b>Total OUTREACH &amp; ADVOCACY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OFFICE OF THE BISHOP</b>				
Episcopate Support	0	0	0	0
Canon to the Ordinary	0	0	0	148
<b>Total OFFICE OF THE BISHOP</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>148</b>
<b>BISHOP'S FUNDS</b>				
Bishop's Discretionary Fund	650	643	(7)	45,787
Shippee Fund	0	0	0	95,300
Gammell Fund	0	0	0	13,597
Dunning Trust	0	0	0	5,960
McSparren Lee Fund	0	0	0	33,973
<b>Total BISHOP'S FUNDS</b>	<b>650</b>	<b>643</b>	<b>(7)</b>	<b>194,617</b>
<b>COMMUNICATION</b>	0	0	0	0
<b>DIOCESAN OPERATIONS</b>	0	0	0	21,325
<b>CUSTODIAL FUNDS</b>				
Parish Funds	0	0	0	0
Hallworth House Reserve	0	0	0	244,226
Church Trust Funds	0	0	0	8,545
Edwards Homes	0	0	0	0
Old Narragansett Church	0	0	0	16,980
<b>Total CUSTODIAL FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>269,751</b>
<b>RESTRICTED USE FUNDS</b>				
Sacred Music Fund	0	0	0	3,944
Retired Clergy Families	0	0	0	138,860
<b>Total RESTRICTED USE FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>142,804</b>

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<b>Accounts</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>YTD Budget To Actual</b>	<b>Annual Budget 2023</b>
<b>REVOLVING LOAN FUND</b>	0	0	0	0
<b>MISSION PROPERTIES</b>	0	0	0	2,669
<b>Total Non-Operating Revenue</b>	<u>79,179</u>	<u>643</u>	<u>(78,536)</u>	<u>667,966</u>

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Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
<b>Non-Operating Expenses</b>				
<b>CONGREGATIONAL DEVELOPMENT</b>				
Mudrak Fund (Hearing Impaired)	0	0	0	12,356
<b>Total CONGREGATIONAL DEVELOPMENT</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,356</u>
<b>BISHOP'S RESTRICTED FUNDS</b>				
Bishop's Discretionary Fund	7,414	1,750	(5,664)	45,787
Shippee Fund	3,000	7,322	4,322	95,300
Gammell Fund	0	0	0	13,597
Dunning Trust	0	0	0	5,960
McSparren Lee Fund	7,200	0	(7,200)	20,102
<b>Total BISHOP'S RESTRICTED FUNDS</b>	<u>17,614</u>	<u>9,072</u>	<u>(8,542)</u>	<u>180,746</u>
<b>CUSTODIAL FUNDS</b>				
Parish Funds	0	0	0	0
Church Trust Funds	0	0	0	8,545
Old Narragansett Church	342	740	398	16,980
<b>Total CUSTODIAL FUNDS</b>	<u>342</u>	<u>740</u>	<u>398</u>	<u>25,525</u>
<b>RESTRICTED FUNDS</b>				
Sacred Music Fund	0	0	0	3,944
Retired Clergy & Families	615	0	(615)	0
<b>Total RESTRICTED FUNDS</b>	<u>615</u>	<u>0</u>	<u>(615)</u>	<u>3,944</u>
<b>REVOLVING LOAN</b>				
<b>Total Non-Operating Expenses</b>	<u>18,571</u>	<u>9,812</u>	<u>(8,760)</u>	<u>382,606</u>
<b>Net Operating Total</b>	2,941	(36,750)	(39,691)	0

## Safe Church, Safe Communities Online Training

The current Safe Church Policies of the Diocese of Rhode Island were implemented by Council in 2020. The policy states that everyone who is required to take Safe Church Training must renew their Safe Church Certificate every three years. The online training requires those serving in various ministries to complete five Universal Courses and take four or more additional courses.

In order to streamline the Safe Church Certificate renewal process, a new policy could be established to require only the five Universal Courses for those who have previously completed all required courses for the ministries in which they serve. The renewal requirements could be completed online or by attending an in person Safe Church Training for those renewing their Certificates.

The five Universal Courses are:

Safe Church, Safe Communities: Introduction & Theological Background

Safe Church, Safe Communities: Organizational Rule & Policies

Safe Church, Safe Communities: Healthy Boundaries

Safe Church, Safe Communities: Inclusion

Duty to Report: Mandated Reporter

A chart listing the current Safe Church course requirements, along with the proposed renewal option, is attached.

**Safe Church, Safe Communities**  
 (The following are recommendations from the General Convention Taskforce to Update Safe Church Training)  
 Please consult your local policies for final authority

Required Suggested Depends on local Policy	Criminal Background Check*	Credit Check	DMV Records Check**	6 month residency ***	Application & Interview	Introduction & Theological Background +	Organizational Rules & Policies +	Healthy Boundaries +	Power & Relationships	Abuse & Neglect +	Inclusion	Pastoral Relationships	Anti-Harassment ++	Bullying +	Reporting	
Praesidium Academy Module title to use						Safe Church, Safe Communities: Introduction & Theological Background	Safe Church, Safe Communities: Organizational Rule & Policies	Safe Church, Safe Communities: Healthy Boundaries	Safe Church, Safe Communities: Power and Relationships	Safe Church, Safe Communities: Abuse & Neglect	Safe Church, Safe Communities: Inclusion	Safe Church, Safe Communities: Pastoral Relationships	Safeguarding God's People: Preventing Sexual Harassment for Managers & Supervisors	Safeguarding God's People: Preventing Sexual Harassment for Workers	Safe Church, Safe Communities: Bullying	Duty to Report: Mandated Reporter
Training Courses that are considered essential to Universal Training as stated in the Model Policies are marked as such.						Considered as Universal Training as stated in the Model Policies	Considered as Universal Training as stated in the Model Policies	Considered as Universal Training as stated in the Model Policies			Considered as Universal Training as stated in the Model Policies					Considered as Universal Training as stated in the Model Policies
Clergy	Bishops Priests Deacons Retired Clergy Postulants Seminarians Clergy background checks are usually run by the Diocesan Transition Officer	R (for check signers)			R	R	R	R	R	R	R	R	R		R	R
Children's Ministry Worker or Volunteer	Children's Minister	R	P		R											
	Children's Choir Director	R			R											
	Sunday School Teacher	R		R	R				S	R	R		R (for those with Supervisory responsibilities)	R	R	R
	Nursery Workers or Volunteers	R			R											
	Parent Helper	R		P	R											
Youth Volunteers	R		P	R												
Youth Ministry Worker or Volunteer	Youth Minister	R (if over 18)	P		R											
	Youth Choir Director	R			R											
	Sunday School Teacher	R		R	R											
	Acolyte Leader	R		R	R											
	Camp Counselor	R (if over 18)		P	R			R	S	R	R	R	R (for those with Supervisory responsibilities)	R	R	R
	Small Group Leader	R		P	R											
	Counselor-in-Training	R			R											
	Youth Volunteers	R			R											
Confirmation Mentor	R		P	R												
Elected Positions	Elected Positions	R		R												
	Treasurer	R	R (for check signers)						R	S	R	R		R	R	R
	Vestry	R														
	Wardens	R		R												
	Convention Delegates	R		R												
Key Holders	Altar Guild	R		R												
	Building Hosts	R		R				R								R
	Renters	R		R												
Lay Leadership	Eucharistic Visitors	R	P	R	R											
	Lay Preacher	R		R	R											
	Worship Leader	R		R	R											
	Stephen Ministers	R		R	R											
	Small Group Leaders	R		R	R											
	Eucharistic Ministers	R		R	R											
	Unpaid Church Staff	R	R (for check signers)		R											
Other Paid Church Staff	Adult Choir/Music Directors	R			R											
	Vergers	R	R (for check signers)		R					S		R		R	R	R
	Sextons	R			R											
	Administrators	R			R											
Other Youth & Children's Ministries	Day Camp Staff (minors & adults)	R (if over 18)		P	R											
	VBS Volunteers	R (if over 18)			R											
	Sleepover Chaperones	R			R											
	Camp Staff (minors & adults)	R (if over 18)		P	R					R	R	R	R (for those with Supervisory responsibilities)	R	R	R
Adult Leaders and Volunteers for Chartered Scouting Troops (BSA, GSA, Campfire, etc.)	R		P													
School Staff (Preschools, Day Cares, Elementary, High Schools)  These courses are recommended in addition to any trainings required by local regulations.	Administration & Staff				R											
	Teachers, Classroom Aides, & Library Staff	R			R											
	Chaplains (both lay and ordained)	R			R											
	Athletic Staff (Coaches, Assistants, Trainers, etc)	R			R											
	Support Staff (eg. Cafeteria staff, bus drivers, custodial, security, etc)	R			R				R	R	R	R	R (for those with Supervisory responsibilities)	R	R	R
	Employees & Volunteers	R			R											
	Before & After School Care/Program Staff	R		P	R											
	Parent Volunteers	R		P												
Board of Directors	R															
Safe Church Refresher Courses	For everyone required to have Safe Church Training: Every three years, Safe Church Training must be renewed by taking the 5 Courses required.					R	R	R			R					R

\* Background checks cannot be run on minors

\*\* DMV record checks are recommended for anyone driving an official church vehicle or their own vehicle in an official capacity

\*\*\* a person should be invested in and known by the community for at least 6 months before being given a position of trust.

+ Available as of 3/11/22

++ Please check local and state laws pertaining to harassment prevention training requirements.

R= Required

S= Suggested

P= Depends on your local Policy

## RiteSong Renewal

*RiteSong* is a digital music library that provides a quick and easy way to include hymns and songs in your worship services. The collection includes hymns from *The Hymnal 1982*; *The Hymnal 1982 Service Music*; *Wonder, Love, and Praise*; *Lift Every Voice and Sing II*; *Voices Found*; *My Heart Sings Out*; and *Enriching Our Music 1 & 2*. All hymns in the library include permission for congregational print use.

Since 2014, The Diocese has paid for a group license under the Diocese's tax exempt number with the funds coming from DIT Sacred Music account to cover this operating cost for the churches in the Diocese. As of November 2022, this account has a principal balance of approximately \$100,000.00 with annual interest of about \$4,000.00. Last year the invoice from RiteSong was \$4,400.00.

The Diocese received an email from RiteSong saying, "over the past several years we have moved our electronic products to one platform to simplify our customer's access to these products. As a result of this transition, we are now no longer able to provide the same payment process for diocesan plans." **This means each church will have to renew its own subscription and submit their tax exempt certificate with payment online.** *The subscriptions renew on February 28, 2023.*

Because a group price is no longer available, individual church subscription plans are based on Average Sunday Attendance (ASA). According to the 2021 Parochial Report, that distribution is:

1-49 ASA = \$129.00	23
50-99 ASA = \$179.00	22
100-149 ASA = \$229.00	2
149-199 ASA = \$259.00	2

Given the cost per church according to ASA, the total cost for this year would be approximately \$7881.00 minus \$1576.00 (a 20% Discount per church from RiteSong for 2023) ending with an approximate total of \$6305.00 if all the churches subscribed.

Possible options include:

- 1) The Diocese continues to fund the RiteSong operating expense from the DIT Sacred Music account for each church that subscribes for the amount the church is charged per ASA. The church would pay for the subscription and the Finance office would reimburse.
- 2) The Diocese designates an equal amount to each church (for example \$125.00) towards their music copywrite expenses from the DIT Sacred Music account.
- 3) Choose not to fund the operating expense.
- 4) Other Option

Ritesong will be sending out renewal notices to churches on February 28, 2023. We need to be able to notify churches in timely manner of your decision, so the churches and Finance Director know how to proceed.

\*Ritesong does not offer a streaming license. During the initial phase of the pandemic the Diocese offered one time grants for a OneLicense streaming license, which allows churches to use music during online worship.

February 13, 2023

To: Members of Diocesan Council Executive Committee

From: Episcopal Charities Advisory Board

Subject: Charities NOW

We are attaching a list of nonprofit agencies and church-based feeding ministries we are recommending for Charities NOW grants this month.

As you know, we created Charities NOW at the beginning of the pandemic to provide quickly accessible small grants to our church-based feeding ministries and community food pantries and meal sites that partner with our churches. The Charities NOW fund is designed to be agile and responsive to the immediate needs of those who are feeding our neighbors in times of economic instability as pressure mounts on those living on the margins. Each year donations have grown as donors have embraced Charities NOW's efforts to help those in need as quickly as possible.

Our biggest challenge involves the time it takes from receiving a grant request to sending the check out the door because we must seek approval from the Executive Committee or Diocesan Council. To reduce that time, we propose that the Episcopal Charities Advisory Board be authorized to approve Charities NOW grants not to exceed \$2,500. All these Charities NOW grants are funded from donations already received and designated for this purpose.

Thank you.

**EPISCOPAL CHARITIES OF RHODE ISLAND**

**Charities NOW Grants**

**February 2023**

**Recommended Charities NOW Grants - February 2023**

**\$1,000 grants**

Church of the Redeemer – Plot to Plate  
Emmanuel Church, Newport – hydroponic garden

Epiphany Soup Kitchen – at St. Stephen’s Church

City Meal Site - at All Saints Memorial Church

Camp Street Ministries - food pantry

Dorcas International Institute - food pantry

East Bay Food Pantry

North Kingstown Food Pantry

The Sharing Locker

**\$2,000 grant**

St. Peter’s and St. Andrew’s - for community food pantry



# Episcopal Diocese of Ezo Western Equatoria Internal Province South Sudan

## Report on pastoral tour:

### 1. Introduction:

With support/funding from the Diocese of Rhode Island under the kind leadership of Bishop Nicholas – Bishop of the Episcopal Diocese of Rhode Island, we in the Episcopal Diocese of Ezo were pleased and able to hire a care for our pastoral tour planned for our Diocesan Bishop and a number of diocesan head of departments. The tour kicked off from 15<sup>th</sup> January and ended on 12 February 2023. Places visited were Central Parishes of our 8 Deaneries, Central Parishes of 4 Archdeaconries and Cathedral Archdeaconry. Activities carried out during the tour are as captioned beneath the photos below:



### 2. The delegation:

Mama Nora (bishop's wife), a number of pastors and head of our departments, Mothers Union's Leader - Mama Margaret Manasseh, Principal of our Amos Bible School - Rev. Canon Christopher Furokpe, elder – Rev. Canon Yosia Salathiere, Evangelism Coordinator – Rev. Amosa Othoniere, Youth Coordinator – Rev Charles Elisama, Chaplain Rev. William Edward, three Archdeacons (for Tambura, Eastern and Western Archdeaconries) were part of the tour.



### 3. The reception:

The delegates were warmly received in all the 21 Parishes that we visited. The people were very happy to receive the team because they missed such delegation for years due to the conflict in the Country and the fact that the previous bishop stayed away from the Diocese for a long time and was not able to carry out such visit.





Group discussion



Group discussion





**4. Training on Marriage Strengthening:**

Carried out 2 days training on marriage strengthening and family relationships for over 200 couples in 5 locations - central Parishes of our four Archdeaconries and Cathedral (40 couples in each) and the surrounding Churches all gathered into the location for training.







**5. Confirmation:**

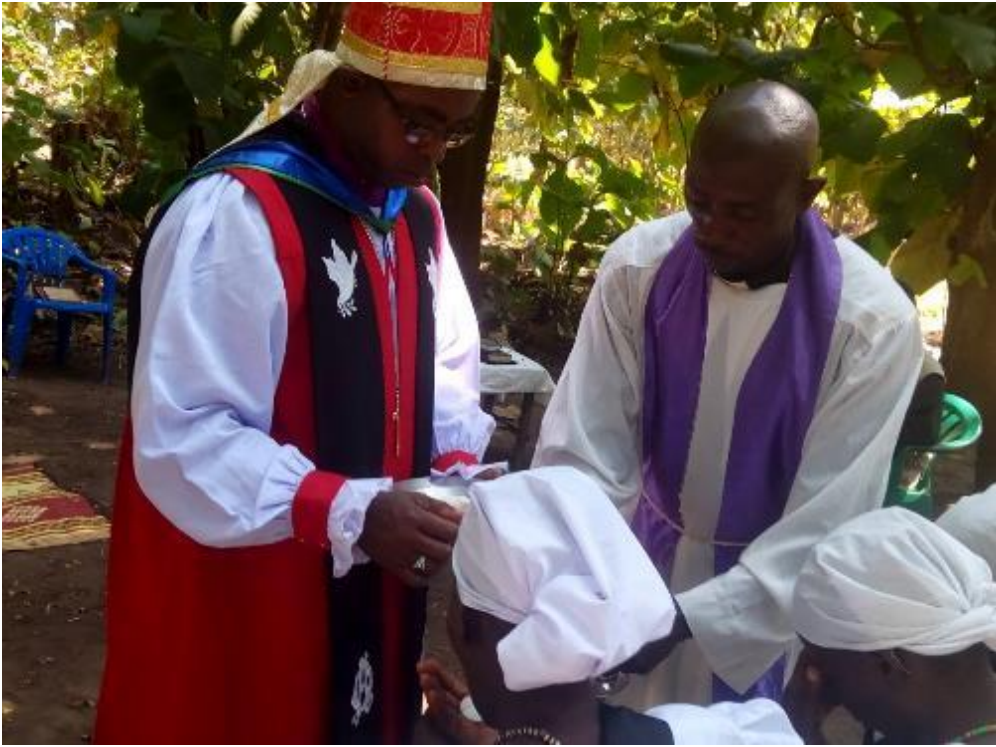
Confirmed over 205 (Male 101; Female 104) candidates in 21 Parishes across the Diocese of Ezo during the tour.













**6. Licensing of Mothers Union:**

Licensed 45 members of Mothers Union to their ministry in all the Parishes visited. There were great joy and they were all welcomed by their fellow co-workers immediately after the licensing





**7. Youth Ministry:**

Had a special ministry to the youth where they were encouraged to think about their future as well as serving the Lord. They came forward with a number of presentations.











**8. Open Air Ministry and Prayers:**

Most of the service were open air / under trees due to the fact that the Parishes lacks proper buildings in which they can worship.

**9. Appreciation:**

- Thanks to Bishop Nicholas and the Diocese of Rhode Island for keeping the ministry in prayers and the financial support given towards hiring the car for the trips.
- As a result of the prayer and support, many got saved as they had the opportunity to hear the word of God and give their lives to Christ.

- Many who were traumatized by the violence and crises in the Country were comforted, encouraged, reconciled to God and those who hurt them.

#### **10. Challenges that requires prayers:**

- The big gathering needed loud speaker for clear delivery of the message, but the Diocese doesn't have one.
- A number of the Parishes lacks safe water and people could be sent for over 5 to 8 miles away to fetch water for the event and visitors.
- Women especially pregnant are living a very dangerous life as there is not health facilities in their areas for safe delivery and health care.
- A number of Parishes had so many children who are not schooling because the place lacks schools or the schools that exist in the areas are not equipped.
- The Parishes have vest pieces of lands but do not have tools to cultivate, plant or clear the area for better use.
- Most of the services were conducted under tree because there was no building to accommodate the people for worship.
- Accommodating the Diocesan Team was a challenge because almost all the Church lacks guesthouse.
- There is need for follow up to keep encouraging those who came to Christ, but without means of transport, it is not going to be easy.





