

The Episcopal Women's History Project
Board Meeting – September 4, 2020
Zoom – Noon EST

2021 Draft Working Budget and 2022 Draft Planning Budget

I have chosen to provide the Board and Members with two budgets to review and approve. The first is called the 2021 Working Budget and the second, the 2022 Planning Budget. By looking ahead, we will be in a better position to make decisions. This memo will provide some basic assumptions for our ministry together.

1. I have broken down the budgets into two parts. Shown first is our Mission Budget, the reason that EWHP exists. Therefore, you see the list of those awards and scholarships that we should be handing out annually. The newly formed *Scholarship Committee* will be tasked with this. It will be funded in 2021 by funds held at DFMS.

The second part deals with our operating costs. These include the costs of fundraising, annual membership and board meetings, travel and room and board for two EWHP members to attend Triennial, and communications which include the website, newsletters, etc.

2. The General Convention, Triennial and Tri-History meetings will be affected by COVID. Some of these meetings might be held virtually, or postponed. This is another reason for including a 2022 Planning Budget.

3. 2021 Draft Working Budget:

- The *Fundraising Committee* will be tasked with raising donations from individuals, churches, dioceses, and other Episcopal Church not-for-profits. Robin Sumner has prepared a detailed list and we have included half of that goal, \$117,750, in the 2021 budget. The majority will be from the new Advent Support Drive.
- We will apply for a grant from Trinity Wall Street for the next Conference we will hold. The grant requested is \$25,000. If we do not require it in 2021, then we will apply for 2023.
- I have projected receiving \$8,400 for our investments in DFMS.
- The Board is asked to approve a contract for services pertaining to communications. The cost is \$2,500 per month, or \$30,000.
- At the end of 2021, if the *Fundraising Committee* is successful, then we might net around \$86,000 and return \$80,000 to DFMS. This will cover the \$24,000 we took out for the grants and awards and then some.

4. 2022 Draft Planning Budget

- The Advent Support Drive brings in a little more than 2021.
- I have assumed that GC will have been postponed to 2022 and travel, room and board will be required for the Triennial meeting. We pay for the two delegates.

- Because this has never happened, we do not know if the Tri-History Conference will still be held in LA the same year that GC is occurring. But we have budgeted for travel, room and board. This increases our projected costs for 2022.
- Communication costs remain the same as 2021.
- The increased travel costs result in a net bottom line \$55,000 of which \$24,000 will be reinvested in DFMS and the remainder will either be held for expenses or reinvested.