

God's work.  
Our hands.



# Church Finances and You

Numbers are our  
Friend!

Website

[www.elca.org](http://www.elca.org)

Who We Are/office of the treasurer/finance for  
congregations

# Key Roles of a Congregation Treasurer

1. Financial Accounting
2. Payroll
3. Budgets
4. Internal Controls
5. Financial Policies
6. Education and Development



# Financial Accounting

- Accrual Basis vs Cash Basis vs Other
- Accounting Systems
  - Ease of use
  - Ties into contributions and membership
  - Note: If starting a new system, the chart of accounts is the most important stage
- Reports
  - Balance Sheet
  - Income and Expense (Cash flow/budget information)
  - Dedicated/Restricted/Savings Accounts

# Payroll

- Pastor / W-2's
  - Housing Allowance/Authorization
  - Self employed
- Payroll Reporting
  - IRS/941/1096
  - Portico (Board of Pensions)



# Budgets

- Faith Budget vs Realistic
- Line Item vs Programmatic
- Balanced???

# Internal Controls

- What?
- Why? Mitigate risk of liability
- How? See Guidelines – Internal Control Best Practices
  - Purpose of internal controls
  - Do an internal controls audit (Treasurer's Commandment: Thou Shalt NOT Do It All)
  - Audits: Internal vs External

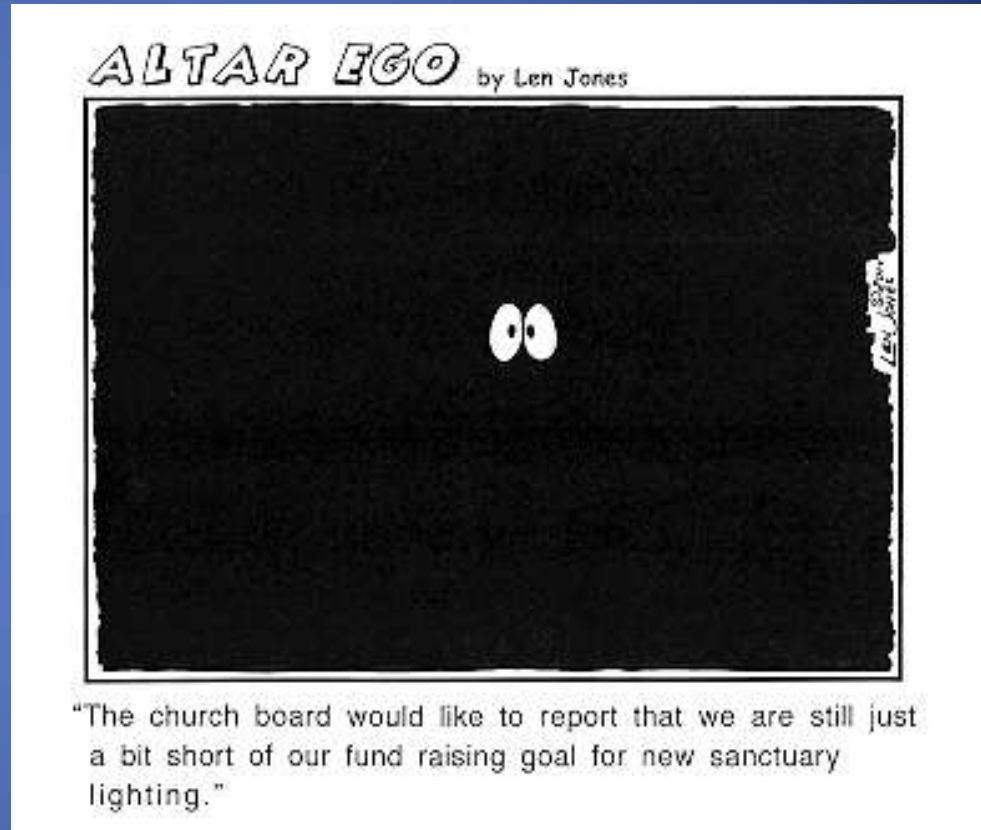


# Financial Policies

- Non-Tax Status
  - Income
  - Real estate
  - UBIT (Unrelated Business Income Tax)
  - IRS Rules – Statements/Valuation
  - Use of facility by For-Profit Groups
  - Sales Tax

# Financial Policies

- Fund Raising
  - Impact
  - How often?
  - Who?



# Education

- Stewardship
  - Definition: *the careful and responsible management of something entrusted to one's care*
  - Treasurer's Role
  - How do we stir hearts?
  - “People change agents”



Questions?

# Are we ready for the new communication age?

