

## **2020 Yearend Announcements (Posted online [www.diohuron.org](http://www.diohuron.org).)** **(under Resources and Finance/Admin toolbox)**

Please note the following important instructions and requirements to help your parish and the diocese in planning for our financial yearend and the new 2021 fiscal year.

**2020 Year End Remittances – PLEASE NOTE** The final remittance date to the diocese **for payroll and apportionment for 2020** is **January 22, 2021**.

### **2021 Clergy Compensation Sheets & Lay Staff Update (For Changes Only Required) –**

As an announcement and also posted on our diocesan website is the Clergy Compensation Sheet and Lay Staff salary update form for **any compensation updates** for the 2021 payroll.

Also posted on the website is the 2021 Minimum Stipend Schedule for clergy which calls for no increase to the schedule as was approved by Diocesan Council in October.

We only require a Clergy Compensation Sheet and Lay Staff Update form to be emailed (only) to Payroll **if there are any changes to remuneration for 2021**. Please email only changes in compensation for 2021 to Hayley James, Payroll Coordinator. Hayley's email is [payroll@huron.anglican.ca](mailto:payroll@huron.anglican.ca).

### **December 2020 Payroll –**

Please be advised that payroll for December as administered by central payroll for the Diocese will be automatically deposited to church employee's bank accounts on December 21<sup>st</sup> for the Christmas holiday! **Please ensure that your payroll invoice, if paid by cheque to the Diocese, is received as close to Dec. 21 as possible** in order for the diocesan cashflow to cover this outlay.

### **Important payroll rates for 2021:**

**CPP Rates for 2021** – is increasing from 5.25% of earnings to **5.45%**; both an equal rate for employee and employer contributions.

**EI Rates for 2021** – the employee contribution rate remains at **\$1.58 per \$100 of earnings**. The employer rate remains at **1.4 times the employee rate**.

**Payroll Admin. Fee** – currently remains at \$3.50/pay.

### **2020 Annual Financial Return –** (In Excel and manual version)

We are again requesting each congregation ***report in a google document on our website under Finance/Amin toolbox- 2020 Yearend forms the 4 key operating costs*** for apportionment purposes.

This reporting process will improve our time and efficiency with compiling all financial cost returns.

**The complete annual financial return document for 2020 is still required for submission for our files and questions.** Please submit this return by **February 28, 2021**. It can be submitted in excel electronically and emailed to [reception@huron.anglican.ca](mailto:reception@huron.anglican.ca) or mailed to reception (Meg Walmsley) at Church House. This return is very important for determining the allocation of our future year 2022 apportionment budget based on the 2020 apportionable, operating expenses your congregation incurs.

### **Promotion of Pre-Authorized Withdrawals/Credit Card Givings -**

Please be reminded that the Diocese can facilitate regular, automatic parishioner givings in support of your church's operation through monthly, preauthorized bank withdrawals and credit card transactions. This can help to facilitate regularized cashflow for your church, especially during an untimely pandemic. Please be reminded that credit card transactions, due to the larger processing costs in our diocesan budget, will be charged back to churches. Please contact Hayley James at Church House (ext. 234) to initiate these services, or [payroll@huron.anglican.ca](mailto:payroll@huron.anglican.ca)

**Insurance Renewal for 2021** - The diocese is in the midst of approving a renewal for our churches and

diocese for 2021. Our current carrier, AVIVA, is not rewriting our property insurance coverage for 2021. As a result, we have gone out to market again. The insurance market is very hard right now. Investment returns are down and losses and risks are up. **Carriers bidding project a 10-15% insurance cost increase for 2021.** The Ecclesiastical Church in Ontario has met and will continue to meet to look at more alternative cost options for insurance for our Church. Functional replacement cost for church property insurance appears to be a likely and required option for many churches.

**Parish Apportionment Budget for 2021 –** The apportionment to churches for 2021 is before our Diocesan Council for approval on Dec. 11. There is a decrease planned in the budget for 2021 of (1.1%) increase in the budget of only 0.7%. Over the last 5 years, the budget of the diocese has decreased 9%. This is a combination of cost reductions and increased capital income from trusts. **The apportionment for your congregation for 2021 is available on our website under Resources in the Finance/Admin. toolbox under 2021 Forms and Documents.**

**Investment Income Payout Return for 2021 –** The investment income payout for 2021 for parish trust funds will remain at 4%, as is recommended to and before Diocesan Council for approval on Dec. 11. The income distribution is a function of this rate of 4% on the product of the units invested at the blended, quarterly market value unit rate for the year. During 2020, our investment returns for our total portfolio from our two fund managers have yielded sluggish returns in the low single digits.

**2021 General Synod Pension Plan/L.T.D. Employer Contribution rates –**

Gen. Synod Pension Plan **Employer (Clergy) contribution rate** – remains at the current rate of 12.5% of stipend (grossed up 1.5X for housing) along with an admin. fee of 0.5% of stipend (grossed up 1.5X for housing.) The employer share for a total of 13.0% is billed each month along with each congregation's payroll costs.

Gen. Synod Pension Plan **Employee (Clergy) contribution rate** - remains at the current rate of 5.0% of stipend (grossed up 1.5X for housing.)

**Long-term disability Employer (Clergy) contribution rate** - remains at the current rate of 2.2% of stipend (grossed up 1.5X for housing.)

**Continuing Education Charge for 2021 –** There will be a final increase in cost for the Continuing Education Program for our clergy to \$900 annually, which is billed monthly to each congregation.

**Synod Delegate Fee Change –** The fee for Synod for 2021 is set at \$75/delegate. This is because there will most likely be a virtual Synod again in 2021.