

BUDGETS FOR THE TRANSITION PROCESS: draft to be reworked

Budgets always have a certain amount of guess work. However, transition process costs are predictable within limits, given certain assumptions. We provide two scenarios; both can be done more or less expensively.

SCENARIO "A" LOW END PLAN (few candidates, within driving distance of parish)

I. VISITING THREE CANDIDATES IN THEIR SETTING

(per candidate)

Mileage: 400 miles roundtrip, @ current IRS rate	\$200.00	
Hotel: 1 night for 3 people...@\$80.00 per person	\$240.00	
Dinner with candidate and spouse...@ \$25.00 per person	\$125.00	
Other Meals	\$ 90.00	
* Background checks 3 @ \$175	\$525.00	
TO SEE 3 CANDIDATES IN THE FIELD:	\$1180.00	\$3,540.00

II. INTERVIEWING TWO CANDIDATES IN OUR SETTING

(per candidate)

Mileage: 400 miles roundtrip @ current IRS rate	\$200.00	
Hotel: 2 nights.....@ \$80.00	\$160.00	
Restaurant Meals	<u>\$200.00</u>	
TO BRING 2 CANDIDATES TO OUR PARISH	\$560.00	\$1,120.00

III. OTHER EXPENSES

Phone calls for references...3 ea @ \$7.00 for 8 candidates	\$168.00	
Mail, printing, etc.	\$150.00	
Web design	\$200.00	
Consultant @ \$100.00 per visit X 12	\$1500.00	
Phone & Consultant Travel (current IRS rate)	<u>\$500.00</u>	
OTHER EXPENSES TOTAL		\$2518.00

IV. CONCLUDING EXPENSES**

Rector-elect visits to clarify terms of call and arrange for housing.		
Mileage: 400 miles @ \$0.50	\$200.00	
Hotel: 2 nights @ \$80.00	\$160.00	
Meals	\$200.00	
Misc. Other	\$200.00	
***Moving Expenses	<u>\$5000.00</u>	
OTHER CONCLUDING EXPENSES		\$5760.00

TOTAL ESTIMATED TRANSITION PROCESS EXPENSE **\$12,938.00**

* *Background checks can cost from \$100 to \$250 depending on how many different Public Records the background check company needs to access.*

** *Some moving expenses may be taxable to the candidate. Check with Canon Gebuhr for more details.*

*** *The Diocese of Indianapolis highly recommends that parishes set a maximum dollar figure for moving and clearly communicate this to the clergyperson prior to extending a call.*

BUDGETS FOR THE TRANSITION PROCESS

Budgets always have a certain amount of guess work. However, transition process costs are predictable within limits, given certain assumptions. We provide two scenarios; both can be done more or less expensively.

SCENARIO “B” HIGH END PLAN (more candidates, wide geographical spread)

I. VISITING FIVE CANDIDATES IN THEIR SETTING

(per candidate)

Airfare/ground transport for three committee members	\$1,500.00	
Hotel: 1 night for 3 persons	300.00	
Dinner with candidate and spouse/partner	250.00	
Other meals	175.00	
* Background checks: 5 @ \$200	\$1,000.00	
To see 5 candidates in the field:	\$3,225.00	\$16,125.00

II. INTERVIEWING THREE CANDIDATES IN OUR SETTING

(per candidate)

Airfare/ground transport for candidate and spouse/partner	\$ 700.00	
Hotel: 2 nights @ \$100.00	200.00	
Restaurant meals for 2	200.00	
Meal with candidate/spouse & call committee	<u>1,000.00</u>	
To bring 3 candidates to your parish	\$2,100.00	\$ 6,300.00

III. OTHER EXPENSES

Phone calls for reference checks (10 candidates)	\$ 210.00	
Mailing, printing, etc	250.00	
Web design	500.00	
Consultant: @ \$100 per visit x 18	1,800.00	
Phone & Consultant Travel (current IRS rate)	<u>750.00</u>	
Total other expenses for all candidates interviewed		\$ 3,510.00

IV. CONCLUDING EXPENSES**

Rector-elect visits to clarify terms, sign LOA and arrange for housing.		
Airfare	\$700.00	
Hotel: 2 nights @ \$100	200.00	
Meals	200.00	
Other expenses (rental car, etc)	300.00	
***Moving Expenses	<u>10,000.00</u>	
Total Concluding Expenses		\$11,400.00

TOTAL ESTIMATED TRANSITION PROCESS EXPENSE: \$37,335.00

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