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 $200.00
   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) $500.00
   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 $5000.00
   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 1,000.00
    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) 750.00
    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 10,000.00
    Total Concluding Expenses $11,400.00

TOTAL ESTIMATED TRANSITION PROCESS EXPENSE: $37,335.00

* 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.