

Budget for the Transition Process

Budgets always range within an estimate. However, transition process costs are predictable within limits, given certain assumptions. Below please find two scenarios; both can be done more or less expensively.

Scenario A (few candidates, within driving distance of parish)

I. VISITING THREE CANDIDATES IN THEIR SETTING

(per candidate)

Mileage: 400 miles roundtrip, @ current IRS rate	\$ 230.00	
Hotel: 1 night for 3 people...@\$150 per person	\$ 450.00	
Dinner with candidate and spouse...@ \$40.00 per person	\$ 200.00	
Other Meals	\$ 210.00	
Background check	\$ 60.00	
TO SEE 3 CANDIDATES IN THE FIELD:	\$1,150.00	<u>\$3,450</u>

II. INTERVIEWING TWO CANDIDATES IN OUR SETTING

(per candidate)

Mileage: 400 miles roundtrip @ current IRS rate	\$230.00	
Hotel: 2 nights.....@ \$150	\$300.00	
Restaurant Meals	<u>\$400.00</u>	
TO BRING 2 CANDIDATES TO OUR PARISH	\$930.00	<u>\$1,860</u>

III. OTHER EXPENSES

Mail, printing, etc.	\$ 150.00	
Web design	\$ 200.00	
Consultant @ \$100.00 per visit X 12	\$1,200.00	
Phone & Consultant Travel (current IRS rate)	<u>\$ 500.00</u>	
OTHER EXPENSES TOTAL	<u>\$2,050.00</u>	

IV. CONCLUDING EXPENSES*

Rector-elect visits to clarify terms of call and arrange for housing.		
Mileage: 400 miles @ \$0.50	\$ 230.00	
Hotel: 2 nights @ \$150.00	\$ 300.00	
Meals	\$ 400.00	
Misc. Other	\$ 200.00	
**Moving Expenses	<u>\$5,000.00</u>	
OTHER CONCLUDING EXPENSES	<u>\$6,130.00</u>	

TOTAL ESTIMATED TRANSITION PROCESS EXPENSE \$13,490.00

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

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

Budget for the Transition Process

Budgets always range within an estimate. However, transition process costs are predictable within limits, given certain assumptions. Below please find two scenarios; both can be done more or less expensively.

Scenario B (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	\$ 450.00	
Dinner with candidate and spouse/partner	\$ 200.00	
Other meals	\$ 210.00	
Background check @ \$60	\$. 60.00	
To see 5 candidates in the field:	\$2,420.00	<u>\$12,100.00</u>

II. INTERVIEWING THREE CANDIDATES IN OUR SETTING

(per candidate)

Airfare/ground transport for candidate and spouse/partner	\$ 700.00	
Hotel: 2 nights @ \$150.00	\$ 300.00	
Restaurant meals for 2	\$ 400.00	
Meal with candidate/spouse & call committee	<u>\$1,000.00</u>	
To bring 3 candidates to your parish	\$2,400.00	<u>\$7,200.00</u>

III. OTHER EXPENSES

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	<u>\$3,300.00</u>	

IV. CONCLUDING EXPENSES*

Rector-elect visits to clarify terms, sign LOA and arrange for housing.		
Airfare	\$ 700.00	
Hotel: 2 nights @ \$150	\$ 300.00	
Meals	\$ 400.00	
Other expenses (rental car, etc.)	\$ 300.00	
**Moving Expenses	<u>\$10,000.00</u>	
Total Concluding Expenses	<u>\$11,700.00</u>	

TOTAL ESTIMATED TRANSITION PROCESS EXPENSE: \$34,300.00

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