

**Damascus Road Community Church, Inc.**  
**Proposed Budget FY 2025**  
**July 2024 - June 2025**

	YTD Actual (July - March)	Annual Budget (Current Year)	Proposed Annual Budget (Next Year)
<b>INCOME</b>			
Contributions	\$2,493,350	\$3,470,000	\$3,400,000
Interest Income	\$182,033	\$100,000	\$150,000
<b>TOTAL INCOME</b>	<b>\$2,675,383</b>	<b>\$3,570,000</b>	<b>\$3,550,000</b>
<b>OPERATIONS EXPENSES</b>			
<b>General Operating Expenses</b>			
014101010 - Office Supplies	\$6,529	\$8,500	\$8,500
014101012 - Copier Lease and Maintenance	\$16,319	\$22,000	\$22,000
014101016 - Postage	\$2,767	\$7,000	\$5,000
014101018 - Computer Software,Licenses, Etc.	\$32,329	\$34,200	\$38,890
014101020 - Furniture/Equipment not capitalized	\$588	\$0	\$1,400
014101028 - Miscellaneous Expense	\$0	\$100	\$100
014101030 - Legal Professional Fees	\$3,402	\$6,100	\$6,000
014101032 - Subscriptions & Licenses	\$4,689	\$3,200	\$6,500
014101034 - Accounting Fees	\$7,500	\$8,000	\$8,000
014101036 - Insurance	\$19,278	\$20,000	\$23,100
014101037 - Insurance Deductible Allowance	\$0	\$0	\$10,000
014101044 - Property Tax	\$7,401	\$7,000	\$7,400
014101038 - Card Processing and Banking Fees	\$45,936	\$65,000	\$65,000
014101938 - Card processing fees for missions donated online	(\$438)	\$0	\$0
014101017 - Computer Hardware	\$3,410	\$9,000	\$11,200
Total General Operating Expenses	\$149,710	\$190,100	\$213,090
<b>Facility Management Expense</b>			
014102101 - Facilities Rental	\$10,278	\$13,750	\$13,750
014102102 - Custodial Supplies & Cleaning	\$29,059	\$30,000	\$41,170
014102103 - Building Maintenance	\$19,945	\$25,000	\$27,000
014102104 - Communications - Internet, Phone,TV	\$6,040	\$7,000	\$7,000
014102105 - Electric	\$34,017	\$70,000	\$70,000
014102106 - Waste Removal & Recycling	\$8,960	\$10,500	\$10,500
014102107 - Grounds Maintenance	\$21,333	\$30,000	\$30,000
014102108 - HVAC Maintenance	\$18,526	\$7,000	\$10,000
014102109 - Fire Systems	\$3,362	\$3,000	\$3,000
014102110 - Septic & Water Systems Maintenance	\$2,041	\$1,600	\$3,160
014102111 - Building Security	\$3,061	\$4,000	\$5,360
014102115 - Loan Principal and Interest	\$99,665	\$132,890	\$132,890
014102117 - Snow Removal/Treatment	\$27,295	\$42,500	\$42,500
014102120 - FF&E Repair and Replacement Fund	\$36,000	\$48,000	\$48,000
Total Facility Management Expense	\$319,583	\$425,240	\$444,330
<b>TOTAL OPERATIONS EXPENSES</b>	<b>\$469,293</b>	<b>\$615,340</b>	<b>\$657,420</b>

## MINISTRY EXPENSES

### Family Ministry Expenses

014220400 - Family Ministry Admin Expenses	\$774	\$0	\$0
014220402 - Family Ministry Parent Wrshps/Orien	\$0	\$0	\$600
014220404 - Family Min Events & Experiences	\$0	\$0	\$2,530
014220406 - Child Dedication	\$117	\$360	\$360
014220408 - Family Ministry Parent Outrch Mlngs	\$0	\$0	\$670
014220410 - Family Ministry Ldrshp Dev & Discip	\$0	\$0	\$500
014220412 - Family Ministry Staff Retr & Mtgs	\$0	\$0	\$700
014220416 - Family Ministry Subscriptions	\$0	\$0	\$370
<b>Total Family Ministry Expenses</b>	<b>\$890</b>	<b>\$360</b>	<b>\$5,730</b>

### Children's Ministry

#### CM Regular Program

014205105 - CM Weekend Materials	\$2,406	\$4,000	\$4,000
014205106 - CM Office Supplies/Furniture	\$347	\$2,500	\$2,200
014205110 - CM Weekend Curriculum	\$1,320	\$1,700	\$1,800
014205115 - CM Mother's Day/Father's Day	\$0	\$1,510	\$0
014205120 - CM Volunteer and Staff Trainings	\$1,194	\$1,800	\$3,000
014205125 - CM Parent/Family Support Resources	\$683	\$1,600	\$1,600
014205130 - CM Subscriptions & Memberships	\$1,311	\$1,200	\$1,200
014205140 - CM Bible Reading Challenge	\$3,158	\$2,830	\$2,000
<b>Total CM Regular Program</b>	<b>\$10,420</b>	<b>\$17,140</b>	<b>\$15,800</b>

#### CM Vol. & New Fam. Resources

014205146 - CM Volunteer Appreciation	\$395	\$1,000	\$0
014205147 - CM New Family Gifts	\$1,251	\$2,000	\$1,500
014205149 - CM Volunteer Apparel	\$1,320	\$1,500	\$1,500
<b>Total CM Vol. &amp; New Fam. Resources</b>	<b>\$2,966</b>	<b>\$4,500</b>	<b>\$3,000</b>

#### CM - Special Events

014205150 - CM Christmas/Easter	\$3,801	\$3,000	\$3,000
014205156 - CM Christmas in the Country	\$1,538	\$1,450	\$1,450
014205158 - CM Special Events-movie nights etc	\$1,501	\$4,200	\$3,800

#### CM - Centrikid

014205151 - CM Centrikid Camp	\$17,153	\$9,000	\$9,000
<b>Total CM - Special Events</b>	<b>\$23,993</b>	<b>\$17,650</b>	<b>\$17,250</b>

#### CM - Confirmation

014205176 - CM Confirmation Class	\$0	\$0	\$1,200
014205175 - CM Confirmation Retreat	\$2,839	\$1,300	\$1,300
<b>Total CM - Confirmation</b>	<b>\$2,839</b>	<b>\$1,300</b>	<b>\$2,500</b>

#### CM - Summer VBS

014205170 - CM Summer VBS	\$672	\$7,500	\$7,500
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### Total Children's Ministry

\$40,890      \$48,090      \$46,050

### Youth Ministry

#### AlieNation

014210105 - Youth Alienation MS	\$5,328	\$3,400	\$4,000
014210110 - Youth Alienation HS	\$5,460	\$4,400	\$5,000
014210113 - Youth AlieNation Tshirts	\$0	\$1,000	\$0
<b>Total AlieNation</b>	<b>\$10,788</b>	<b>\$8,800</b>	<b>\$9,000</b>

#### Youth Discipling

014210115 - Youth Discipling Expenses MS	\$289	\$300	\$300
014210120 - Youth Discipling Expenses HS	\$759	\$500	\$700

014210125 - Youth Leader Meetings/Outings	\$3,258	\$2,500	\$2,700
014210135 - Youth DEEP Discipleship	\$1,325	\$2,000	\$2,000
014210140 - Youth CORE Leadership Team	\$2,403	\$1,200	\$2,000
014210141 - Youth School Year Interns Discipl	\$0	\$0	\$200
<b>Total Youth Discipling</b>	<b>\$8,034</b>	<b>\$6,500</b>	<b>\$7,900</b>
<b>YM Pathways</b>			
014210150 - Youth Parent Engagement	\$0	\$0	\$250
014210240 - Youth Curriculum	\$422	\$800	\$600
<b>Total YM Pathways</b>	<b>\$422</b>	<b>\$800</b>	<b>\$850</b>
<b>Youth Programming Expenses</b>			
014210210 - Youth Service Projects	\$549	\$500	\$500
014210215 - Youth Communications	\$1,734	\$990	\$990
014210220 - Youth Intern Scholarships	\$0	\$2,160	\$2,000
014210225 - MS/HS Leader Birthdays/Gifts	\$154	\$750	\$500
014210235 - Youth Office Admin/Misc	\$351	\$300	\$300
<b>Total Youth Programming Expenses</b>	<b>\$2,789</b>	<b>\$4,700</b>	<b>\$4,290</b>
<b>Youth Retreats</b>			
<b>Middle School Prayer Retreat</b>			
014210300 - Youth MS Prayer Retreat	(\$4,865)	\$6,450	\$7,700
014210305 - Youth HS Prayer Retreat	\$11,761	\$6,530	\$7,780
014210310 - Youth MS Ocean City	\$2,050	\$6,450	\$7,700
014210315 - Youth HS Ocean City	\$2,280	\$6,530	\$7,780
014210320 - Youth event transportation	\$3,723	\$2,500	\$0
<b>Total Youth Retreats</b>	<b>\$14,948</b>	<b>\$28,460</b>	<b>\$30,960</b>
<b>Youth Summer Activities</b>			
014210450 - Youth Summer Programming	\$1,957	\$2,500	\$2,500
014210465 - Youth Beach Camp	\$3,152	\$3,750	\$3,750
<b>Total Youth Summer Activities</b>	<b>\$5,109</b>	<b>\$6,250</b>	<b>\$6,250</b>
<b>Youth Special Events</b>			
014210578 - Youth Senior Night	\$87	\$1,200	\$1,200
014210580 - Youth Special Events	\$1,006	\$1,200	\$1,200
<b>Total Youth Special Events</b>	<b>\$1,093</b>	<b>\$2,400</b>	<b>\$2,400</b>
<b>Total Youth Ministry</b>	<b>\$43,184</b>	<b>\$57,910</b>	<b>\$61,650</b>
<b>Young Adults</b>			
014220131 - Young Adults groups/dinners	\$243	\$2,000	\$1,500
014220133 - Young Adults social events/outreach	\$2,353	\$4,000	\$3,500
014220135 - Young Adults Planning Team Schlrshp	\$0	\$1,000	\$1,000
014220132 - Young Adults Passion Conference	\$4,596	\$6,000	\$7,000
<b>Total Young Adults</b>	<b>\$7,192</b>	<b>\$13,000</b>	<b>\$13,000</b>
<b>Haven Ministry</b>			
014220121 - Haven Leader Resources	\$3,755	\$3,100	\$3,200
014220122 - Haven Family Ministry	\$787	\$1,700	\$1,710
014220123 - Haven Hangout	\$1,537	\$0	\$900
014220124 - Haven Sunday AM program	\$2,092	\$2,220	\$2,940
014220125 - Special Needs Outreach	\$505	\$1,000	\$170
014220126 - Haven Inclusion Campaign	\$25	\$1,200	\$300
<b>Total Haven Ministry</b>	<b>\$8,701</b>	<b>\$9,220</b>	<b>\$9,220</b>
<b>Marriage Ministry</b>			
014220115 - Marriage Ministry Events	\$1,225	\$3,700	\$2,000
014215110 - Marriage Classes	\$218	\$1,000	\$1,000
<b>Total Marriage Ministry</b>	<b>\$1,443</b>	<b>\$4,700</b>	<b>\$3,000</b>
<b>Adult Pathways</b>			

<b>Adult Discipleship (Admin)</b>			
014215100 - Adult Discipleship Admin	\$1,209	\$3,400	\$1,000
014215800 - Discipleship Postage&Mktn	\$99	\$400	\$400
014225125 - Baptism/New Believers Min&Logistics	\$3,700	\$600	\$3,000
<b>Total Adult Discipleship (Admin)</b>	<b>\$5,008</b>	<b>\$4,400</b>	<b>\$4,400</b>
<b>Pathway Curriculum Classes</b>			
014215103 - Alpha Class	\$0	\$3,000	\$0
014215106 - Biblical Classes	\$0	\$1,000	\$900
014215104 - Rooted Class books and resources	\$2,289	\$5,000	\$4,000
014215105 - Financial Classes	\$838	\$200	\$200
014215102 - Pathway Curriculum Resources	\$571	\$1,200	\$4,200
<b>Total Pathway Curriculum Classes</b>	<b>\$3,698</b>	<b>\$10,400</b>	<b>\$9,300</b>
<b>Small Groups</b>			
014215266 - Coaching Team Resources	\$221	\$1,100	\$1,300
014215265 - Small Group Admin & Resources	\$9,187	\$7,800	\$7,800
<b>Total Small Groups</b>	<b>\$9,408</b>	<b>\$8,900</b>	<b>\$9,100</b>
Adult Discipleship - Childcare	\$4,643	\$5,030	\$8,880
014220205 - Sports Teams	\$650	\$1,000	\$1,000
014220105 - Men's Ministry	\$1,120	\$7,500	\$7,000
014215130 - Women's Ministry Group Meetings	\$849	\$4,500	\$4,900
014215830 - Women's Ministry Postage	\$0	\$100	\$100
014220110 - Women's Ministry Events	\$4,023	\$2,000	\$2,000
<b>Total Adult Pathways</b>	<b>\$29,398</b>	<b>\$43,830</b>	<b>\$46,680</b>
<b>Welcome &amp; Hospitality</b>			
014102121 - Lobby Decor	\$3,310	\$4,000	\$4,000
014225105 - Welcome Ministry	\$2,343	\$5,590	\$5,000
014225110 - Hospitality	\$6,386	\$11,500	\$12,100
014225230 - The Bridge ministry expenses	\$1,620	\$2,000	\$2,100
<b>Total Welcome &amp; Hospitality</b>	<b>\$13,659</b>	<b>\$23,090</b>	<b>\$23,200</b>
<b>Congregational Care</b>			
014230105 - Get Well & Sympathy Flowers	\$4,460	\$5,550	\$5,620
014230110 - Care Teams Expenses	\$2,785	\$3,500	\$6,230
014230115 - Member Help	\$6,091	\$10,000	\$10,000
014230120 - Prayer Ministry	\$249	\$1,050	\$1,050
014230125 - Funeral Expenses	\$967	\$3,000	\$3,000
014215140 - Griefshare Classes	\$1,570	\$1,910	\$1,930
014215112 - Divorce Care Classes	\$566	\$100	\$100
014215111 - How to Get Through Class	\$841	\$1,200	\$1,200
014230205 - Stephen Ministry	\$2,006	\$5,240	\$5,260
<b>Total Congregational Care</b>	<b>\$19,534</b>	<b>\$31,550</b>	<b>\$34,390</b>
<b>Connections</b>			
014235110 - Connections Process	\$3,073	\$6,050	\$580
014235112 - FirstStep	\$0	\$0	\$2,090
014235114 - Guest Central	\$0	\$0	\$3,280
014235116 - NextStep Kiosk	\$0	\$0	\$220
014235800 - Connections Postage	\$118	\$300	\$180
<b>Total Connections</b>	<b>\$3,191</b>	<b>\$6,350</b>	<b>\$6,350</b>
<b>All Church Socials</b>			
014235125 - Churchwide Social Events	\$179	\$4,000	\$3,000
<b>Total Social</b>	<b>\$179</b>	<b>\$4,000</b>	<b>\$3,000</b>
<b>Missions - DRCC Annual Budget</b>			
014240106 - Honduras Yth/Adult Proj Budget Exp	\$0	\$15,092	\$19,200

014240110 - Honduras SB Projects Budget Exp	\$4,100	\$4,100	\$4,100
014240115 - CAM HS Projects Budget	\$4,048	\$4,048	\$0
014240118 - Puerto Rico Projects Budget	\$2,346	\$2,740	\$3,000
014240120 - S Africa Missions Admin & Projects	\$0	\$15,680	\$5,000
014240125 - Germany Missions Admin & Projects	\$752	\$1,350	\$1,500
014240126 - Nicaragua Projects Budget Exp	\$0	\$0	\$4,000
014240130 - India Missions Admin & Projects	\$20,680	\$20,680	\$20,700
014240135 - Middle Schl Missions Admin/Projects	\$2,500	\$2,500	\$2,500
014240205 - Worldwide/US Msns Admin/Projects	\$1,969	\$1,000	\$7,200
014240100 - CAM Admin and Projects	\$22,433	\$33,000	\$33,000
<b>Total Missions - DRCC Annual Budget</b>	<b>\$58,827</b>	<b>\$100,190</b>	<b>\$100,200</b>
<b>Weekend Worship &amp; Programming</b>			
014255105 - Wkend Programming/Creative Elements	\$417	\$2,800	\$4,000
014255110 - Message Series/Resources	\$2,948	\$2,500	\$5,000
014215270 - Translation, Interpretation, Events	\$517	\$5,000	\$5,000
<b>Total Weekend Worship &amp; Programming</b>	<b>\$3,882</b>	<b>\$10,300</b>	<b>\$14,000</b>
<b>Special Programs</b>			
014265110 - Good Friday/Sunrise Services	\$438	\$500	\$500
014265115 - Holy Rain Concert Event	\$2,036	\$2,200	\$2,200
<b>Total Special Programs</b>	<b>\$2,474</b>	<b>\$2,700</b>	<b>\$2,700</b>
<b>Community Outreach</b>			
014240215 - Emergency Benevolence	\$0	\$100	\$100
014245106 - Outreach and Partner Admin	\$2,802	\$5,000	\$5,000
014245110 - Partner Org. Sponsorships	\$34,138	\$45,000	\$45,000
<b>Total Community Outreach</b>	<b>\$36,939</b>	<b>\$50,100</b>	<b>\$50,100</b>
<b>Creative Arts Outreach</b>			
014245105 - Joy to the World/Walk Thru Bethlehem	\$7,150	\$7,000	\$7,000
014265105 - Creative Arts Events	\$1,220	\$2,500	\$2,500
<b>Total Creative Arts Outreach</b>	<b>\$8,370</b>	<b>\$9,500</b>	<b>\$9,500</b>
<b>Worship and Tech</b>			
<b>Music and Worship</b>			
014255120 - Communion	\$1,498	\$3,000	\$3,000
014260105 - Music Expenses	\$5,183	\$6,690	\$6,500
014260110 - Worship - Team Building	\$3,532	\$4,900	\$5,300
<b>Total Music and Worship</b>	<b>\$10,214</b>	<b>\$14,590</b>	<b>\$14,800</b>
<b>Tech</b>			
014260205 - Worship AVL	\$17,124	\$17,000	\$12,000
014260210 - Classroom Tech	\$301	\$1,000	\$1,000
014260225 - Outreach Tech	\$1,489	\$1,500	\$1,500
014260235 - Tech Consulting and Training	\$818	\$2,500	\$2,500
014260245 - Tech Maintenance/Repair	\$3,626	\$3,500	\$2,500
014260250 - Tech - Team Building	\$3,398	\$2,500	\$2,500
014260255 - Tech Subscriptions	\$9,950	\$11,000	\$12,000
<b>Total Tech</b>	<b>\$36,705</b>	<b>\$39,000</b>	<b>\$34,000</b>
<b>Total Worship and Tech</b>	<b>\$46,919</b>	<b>\$53,590</b>	<b>\$48,800</b>
<b>Communications Department</b>			
<b>Communications</b>			
014275105 - External Communication (incl Adver)	\$6,595	\$10,500	\$10,500
014275115 - Printing	\$8,230	\$8,000	\$9,000
014275150 - Communications Software/Dig Tools	\$7,473	\$5,500	\$7,500
<b>Total Communications</b>	<b>\$22,299</b>	<b>\$24,000</b>	<b>\$27,000</b>
014280110 - Kiosk - Promotions Resources	\$1,482	\$1,200	\$1,400

<b>Total Communications Department</b>	\$23,780	\$25,200	\$28,400
<b>Graphics/Video Design contractors</b>			
014255117 - Graphics/Video Design contractors	\$6,863	\$16,000	\$13,000
<b>Total Graphics/Video Design contract</b>	\$6,863	\$16,000	\$13,000
<b>Staff &amp; Volunteer Resources</b>			
<b>Workplace Programs</b>			
014270105 - InHouse Staff Training & Retreats	\$4,988	\$8,000	\$8,000
014270106 - Staff events/wellness	\$3,057	\$3,000	\$3,000
014270110 - Outside Conferences & Training	\$7,723	\$19,900	\$19,900
014270112 - Workplace Survey	\$0	\$1,400	\$1,400
014270117 - Churchwide Volunteer Training	\$907	\$1,200	\$1,200
014215250 - Leadership Conference at DRCC	\$1,243	\$2,000	\$2,000
<b>Total Workplace Programs</b>	\$17,920	\$35,500	\$35,500
<b>Ministry Support</b>			
014275110 - Check-in Churchwide	\$2,125	\$2,000	\$2,000
014275120 - Background checks	\$529	\$2,000	\$2,000
014275125 - Appreciation/Recognition	\$1,425	\$2,000	\$2,000
<b>Total Ministry Support</b>	\$4,079	\$6,000	\$6,000
<b>Discretionary Funds</b>			
014270210 - Teaching Pastor Discretionary Fund	\$0	\$500	\$500
014270215 - Record Discretionary Fund	\$159	\$500	\$500
014270220 - Foss Discretionary Fund	\$139	\$320	\$300
014270222 - Bernoi Discretionary Fund	\$209	\$750	\$750
014270225 - Trustees/Subcomm Discretionary	\$279	\$750	\$750
014270230 - Elders Discretionary Fund	\$564	\$1,000	\$1,000
014270235 - Earle, J Discretionary Fund	\$346	\$500	\$750
014270250 - Yudt Discretionary Fund	\$559	\$400	\$500
014270255 - Earle, S Discretionary Fund	\$224	\$200	\$250
014270275 - Knight, D Discretionary Fund	\$89	\$250	\$250
014270280 - Graham Discretionary Fund	\$29	\$200	\$200
014270285 - Knight, A Discretionary Fund	\$21	\$300	\$250
014270290 - Corman Discretionary Fund	\$85	\$200	\$250
014270295 - Coakley Discretionary Fund	\$30	\$250	\$250
014270311 - Busche Discretionary Fund	\$52	\$200	\$250
014270315 - Gerner, B Discretionary Fund	\$432	\$400	\$250
014270316 - Gerner, M Discretionary Fund	\$0	\$0	\$200
014270320 - Gift Discretionary Fund	\$257	\$200	\$250
014270321 - Grab Discretionary Fund	\$0	\$0	\$200
014270330 - Tucker Discretionary Fund	\$173	\$250	\$250
014270335 - Kingrea Discretionary Fund	\$0	\$250	\$250
014270336 - Van Riper Discretionary Fund	\$0	\$180	\$200
014270337 - Clark Discretionary Fund	\$0	\$200	\$200
014270338 - Kernslong Discretionary Fund	\$0	\$0	\$200
014270339 - Greene Discretionary Fund	\$0	\$0	\$200
014270340 - Thompson Discretionary Fund	\$0	\$0	\$200
014270341 - Men's Min Director Discretionary	\$0	\$0	\$250
<b>Total Discretionary Funds</b>	\$3,646	\$7,800	\$9,400
<b>Total Staff &amp; Volunteer Resources</b>	\$25,644	\$49,300	\$50,900
<b>TOTAL MINISTRY EXPENSES</b>	<b>\$381,961</b>	<b>\$558,980</b>	<b>\$569,870</b>

## EMPLOYEE EXPENSES

### Employee Benefits & Employment Taxes

014400105 - FICA/Medicare Tax	\$71,755	\$102,423	\$106,069
014400205 - Medical Insurance	\$114,504	\$178,366	\$206,461
014400210 - Dental Insurance	\$8,278	\$13,456	\$12,638
014400215 - Health Savings Account Employer	\$40,408	\$39,500	\$53,200
014400220 - Short Term Disability Insurance	\$2,938	\$5,397	\$4,902
014400225 - Long Term Disability Insurance	\$3,202	\$5,238	\$4,760
014400230 - Life Insurance	\$3,574	\$4,754	\$6,569
014400235 - Payroll and Benefits Administration	\$7,937	\$10,000	\$10,200
014400305 - Christmas Gifts	\$9,338	\$9,510	\$10,130
014400306 - One-time appreciation gifts FYbased	\$497	\$15,000	\$0
014400325 - Salary benchmark and analysis	\$105	\$0	\$0
Retirement 403(b)	\$61,744	\$89,468	\$94,749

### Total Employee Benefits & Employment Taxes

\$324,280      \$473,112      \$509,678

### Salaries

\$1,256,975      \$1,765,857      \$1,845,871

### TOTAL EMPLOYEE EXPENSES

**\$1,581,255      \$2,238,969      \$2,355,549**

### TOTAL EXPENSES

**\$2,432,508      \$3,413,289      \$3,582,839**

### Net Total

\$242,874      \$156,711      **(\$32,839)**