

**Mississauga Chinese Alliance Church 美城華人宣道會**  
**2018 Ministry Budget 事工財務預算**

(CASH BUDGET/ 現金預算案)

	2016	2017	2018	
<b>INCOME &amp; EXPENSES 收入及開支</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Remarks</b>
<b>Income from Offerings 奉獻收入</b>				
1. General 常費	\$ 734,021	\$ 799,074	\$ 919,739	
2. Mission 差傳	\$ 149,502	\$ 157,320	\$ 193,853	
3. Education Wing 基教樓	\$ 97,305	\$ 39,109	\$ -	
5. Fund raising activities 籌款活動	\$ -	\$ 7,022	\$ -	
6. Others 其它	\$ 2,091	\$ 1,590	\$ 6,050	
<b>Total Income 總收入</b>	<b>\$ 982,919</b>	<b>\$ 1,004,115</b>	<b>\$ 1,119,642</b>	> 11.5% increase from Actual 2017
<b>General Operation expenses 常費支出項目:</b>				
Staff 教牧同工	\$ 354,400	\$ 445,667	\$ 534,389	> Incl. \$81K for new staff
Administration 行政費	\$ 27,696	\$ 24,943	\$ 28,059	
Equipping Training 信徒培訓	\$ 2,256	\$ 2,686	\$ 10,700	
Evangelism & Outreach 佈道外展	\$ 3,090	\$ 6,779	\$ 13,400	
Fellowship & Small Group 團契小組支助	\$ 1,197	\$ 1,097	\$ 3,500	
Discipleship- Adults & Student C.E. 基教門訓	\$ 5,556	\$ 4,887	\$ 11,800	
Devotional 靈修祈禱	\$ 500	\$ 1,000	\$ 1,000	
Student Ministry 學生事工	\$ 1,109	\$ 408	\$ 1,100	
Children Ministry 兒童事工	\$ 4,723	\$ 7,292	\$ 9,000	
Worship Ministry 崇拜事工	\$ 13,457	\$ 7,250	\$ 9,630	
Annual Events and Festivals 週年節慶	\$ 3,603	\$ 1,287	\$ 3,250	
Visitation & Caring 哀關	\$ 1,410	\$ 2,662	\$ 7,400	
Utilities 水電煤	\$ 72,854	\$ 76,138	\$ 80,897	
Financing Costs 借貸供款利息	\$ 10,381	\$ 4,293	\$ 3,000	
Insurance & Tax 燕梳及稅項	\$ 23,474	\$ 25,310	\$ 22,550	
Mission Expenses 差傳	\$ 97,585	\$ 171,094	\$ 193,853	> Mission trips; increase in missions donations from a total of 12.9% to 18% for the full year
Property Management 維修保養	\$ 51,174	\$ 26,748	\$ 135,490	> Replace all HVAC units of the old building - \$100K
Mortgage & Loan 按揭借貸	\$ 120,000	\$ 95,501	\$ -	
A/V 影音器材及網絡	\$ 2,768	\$ 7,221	\$ 30,629	
IT 網絡	\$ 3,529	\$ 6,480	\$ 19,995	
<b>Total cash expenditures 總支出</b>	<b>\$ 800,762</b>	<b>\$ 918,743</b>	<b>\$ 1,119,642</b>	
<b>Surplus (Deficit) 盈餘/(虧損)</b>	<b>\$ 182,157</b>	<b>\$ 85,372</b>	<b>\$ -</b>	<b>Balance Budget (平衡預算)</b>
<b>Additional Mortgage &amp; Loan Payment 提早按揭借貸還款</b>	<b>\$ 50,000</b>	<b>\$ -</b>		
	<b>\$ 132,157</b>	<b>\$ 85,372</b>		

	2016 Actual	2017 Actual	2018 Budget	Remarks to 2018 Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
1. General	734,021.00	799,073.67	919,739.00	
2. Mission	149,502.00	157,320.25	193,853.02	
4. Education Wing	97,305.00	39,109.00	-	
5. Others	2,091.00	1,590.00	6,050.00	Interest Income-\$5,050; rental income-\$1,000
9. Alpha	0.00	7,022.00	-	
<b>Total Income</b>	<b>982,919.00</b>	<b>1,004,114.92</b>	<b>1,119,642.02</b>	
<b>Expense</b>				
<b>26. Staff</b>				
Admin. Staff Training	2,544.00	1,947.24		
C&MA Conference/General Assemby	4,862.00	2,540.87	8,000.00	\$2,000 for lay delegates
Payroll & Related Expenses	344,661.00	438,038.65	508,053.00	Increase due to additional staff budgeted for 6 months
Professional Development	1,521.00	2,875.23	3,156.00	For Pastor attending conferences, reference books etc
Police Security Check	45.00	0.00		
CPR Training	0.00	90.00		
Pastor Search & Consulting	767.00	0.00	5,000.00	Search for senior pastor and Assistant CM pastor
Summer Student Interns	0.00	175.00	10,180.00	32 hours x 10 wks x \$14.50/hr. + vacation pay + CPP/EI contributions
<b>Total 26. Staff</b>	<b>354,400.00</b>	<b>445,666.99</b>	<b>534,389.00</b>	
<b>27. Administration</b>				
Advertising	5,040.00	2,123.20	2,000.00	
Audit & Tax Fee	2,900.00	2,900.00	3,000.00	
Copier Meter Count	1,702.00	2,320.61	2,259.00	\$1884 B/W meter & \$375 (\$0.075 x 5000) Color Meter
Equipment Leasing	9,000.00	9,024.00	10,880.00	Photocopier Leasing \$2250/quarter & Color Copier Leasing \$470/quarter
Office Hardware/Software	425.00	893.84	270.00	On-line Quickbooks for 10 months
Office Supplies	2,886.00	4,014.64	3,675.00	
Telephone	5,743.00	3,666.71	3,975.00	Landline-\$121.24*12 + \$30 telephone subsidy per pastor per month (assume SP & CP 1/2 yr.)
Office Staff Training			2,000.00	For Microsoft and QuickBooks training
<b>Total 27. Administration</b>	<b>27,696.00</b>	<b>24,943.00</b>	<b>28,059.00</b>	
<b>28. Leadership Training</b>				
Discipleship Team Retreat/Semin	0.00	0.00	1,000.00	
Elders & Leadership Team Traini	0.00	685.00	2,000.00	
MMC Retreat	416.00	0.00	700.00	For MMC leaders retreat
MM Leaders Training	0.00	565.58	700.00	MM Small Group Leaders Training
Plan to Protect	0.00	0.00	2,000.00	\$700 membership, training, \$1300 pllice check fee \$33/person
Teens Conference	0.00	0.00	300.00	Subsidies for Teens Conference
Theological Study Support	800.00	500.00	1,000.00	
Worship Leaders Training (C)	1,040.00	825.00	1,500.00	CM worship leaders retreat including training
Worship Leaders Training (E)	0.00	0.00	500.00	
Worship Leaders Training(M)	0.00	0.00	500.00	Worship leader training \$350 AV meeting \$150
			500.00	Follow-up from Promisekeepers, retreat for men across congregations includes subsidizes & study material
Mens Retreat			500.00	
Youth Worker Training	0.00	110.00	-	
<b>Total 28. Leadership Training</b>	<b>2,256.00</b>	<b>2,685.58</b>	<b>10,700.00</b>	
<b>29. Evangelism &amp; Outreach</b>				
Alpha Outreach Events		3,177.56	-	self-sustaining
Cantonese Evangelism	547.00	2,089.35	4,100.00	
Community Service Work Group			1,000.00	Thanksgiving meal, Christmas Shoeboxes, food bank
English Evangelism	534.00	0.00	500.00	
Mandarin Evangelism	1,440.00	432.17	1,300.00	CM-\$500; MM- Evangelism Meeting \$500 Bibles/Books \$300
Outreach Work Group			2,200.00	
Pamphlets & Posters	75.00	339.07	1,500.00	
Sport & Recreation Ministry	200.00	520.00	900.00	
Woman's Corner	140.00	180.00	-	
Tuesday Morning Outreach			400.00	Women's Corner is replaced by Tuesday Morning Outreach
Yee Hong Ministry		0.00	-	
Youth Evangelism Events	154.00	40.98	1,500.00	
<b>Total 29. Evangelism &amp; Outreach</b>	<b>3,090.00</b>	<b>6,779.13</b>	<b>13,400.00</b>	
<b>30. Fellowship &amp; Small Group</b>				
Cantonese Reception Initiative (to #35)	0.00	210.00	-	Moved to A/C# 35 and renamed as "CM New Comers Reception/Visitation"
Small Cell Group & Fellowship Training	0.00	0.00	800.00	Small group leaders retreat, training, smallgroup.com subscription and resources
Grace Fellowship - Cantonese	530.00	0.00	-	
English Fellowship	0.00	0.00	400.00	
Mandarin Fellowship	86.00	482.12	600.00	Lunch supplies
Small Group Ministry (E)	496.00	0.00	500.00	
Small Group Ministry (C)	85.00	42.33	300.00	CM Small group Sunday, CM vision and ministry meeting
Small Group Ministry (M)	0.00	362.65	900.00	Small Group learners Meetings (6*\$150)
<b>Total 30. Fellowship &amp; Small Group</b>	<b>1,197.00</b>	<b>1,097.10</b>	<b>3,500.00</b>	
<b>31. Adult &amp; Teens C.E. Ministry</b>				
<b>Adult Christian Education</b>				
Library	180.00	0.00	-	
Discipleship Training Mat'l	0.00	453.10	500.00	For Discipleship workgroup
School Material-Cantonese Adult	311.00	708.10	700.00	500 curriculum and commentaries, 200 Discipleship Sunday, teachers gift books
School Material-Mandarin Adult	0.00	518.88	700.00	
School Material - English Adult	319.00	122.52	500.00	
<b>Total Adult Christian Education</b>	<b>810.00</b>	<b>1,802.60</b>	<b>2,400.00</b>	
Bible Tournament	2,131.00	3,753.02	4,200.00	Bible quizzing supplies, bus subsidy; coaches fee & training, Ontario Invitation & int'l quizzing subsidy
Devotional Materials	500.00	1,000.00	1,000.00	Daily Bread & Showers of Blessings - \$500 each
<b>Kaleo Ministry</b>				
Kaleo Fellowship	12.00	70.35	200.00	
Kaleo Summer Camp	1,066.00	337.40	700.00	
Outreach Events	31.00	0.00	200.00	
<b>Total Kaleo Ministry</b>	<b>1,109.00</b>	<b>407.75</b>	<b>1,100.00</b>	
Sunday Sch. Teacher Retreat/Training (C)	0.00	0.00	200.00	
Sunday Sch. Teacher Retreat/Training (E)	250.00	0.00	500.00	
Sunday Sch. Teacher Retreat/Training (M)	0.00	0.00	500.00	
<b>Youth Ministry</b>				
Fluid Worship	235.00	126.80	300.00	
Junior High Fellowship	353.00	36.85	200.00	
Mentoring Groups	119.00	46.22	200.00	
Pastoral Caring	276.00	230.10	400.00	
Student Leader Training Retreat	75.00	90.00	400.00	
Worship Leaders Retreat		40.00	200.00	
Xara Fellowship	199.00	159.49	200.00	
Xara/WWJD Camps	989.00	-1,475.24	-	
Xara Fellowship Summer Camp			-	Self-sustaining
WWJD Fellowship Summer Camp			-	Self-sustaining
Xara Winter Camp			1,500.00	
Youth Sunday School Materials	119.00	0.00	500.00	
Youth Teachers Development		77.00	100.00	
<b>Total Youth Ministry</b>	<b>2,365.00</b>	<b>-668.78</b>	<b>4,000.00</b>	
<b>Total 31. Adult &amp; Teens C.E. Ministry</b>	<b>7,165.00</b>	<b>6,294.59</b>	<b>13,900.00</b>	
<b>32. Children Ministry</b>				
Junior & Children Worship	532.00	1,124.54	600.00	
	532.00	1,124.54	600.00	
School Material-Nursery	385.00	685.10	500.00	

	2016 Actual	2017 Actual	2018 Budget	Remarks to 2018 Budget
Teacher Training & Conference	657.00	614.46	1,000.00	
Total Children Christian Education	1,574.00	2,424.10	2,100.00	
Pioneer Club	1,329.00	1,453.98	1,000.00	
Junior Kingdom Builders	570.00	1,727.21	2,200.00	
Senior Kingdom Builders	2,200.00	2,445.14	2,200.00	
Children Summer Camp/Sport Camp	-950.00	-758.08	500.00	
Administration Expense			1,000.00	online check in, supplies
<b>Total 32. Children Ministry</b>	<b>4,723.00</b>	<b>7,292.35</b>	<b>9,000.00</b>	
<b>33. Worship</b>				
Communion/Baptism Supplies	883.00	1,308.68	680.00	
English Worship Teams	0.00	85.00	600.00	
Hospitality-Coffee Corner	0.00	0.00	250.00	
Mandarin Worship Teams	90.00	10.00	200.00	
MCAC Choir	437.00	434.00	1,000.00	Cleaning robes, song sheets
Piano Tune Up	250.00	260.00	500.00	Tune up for 1 Grand Piano & 3 pianos
Sermon Tapes	440.00	0.00	-	
Songs Copyright	397.00	352.00	500.00	\$100 for CM
Speaker Honorarium	8,840.00	4,800.00	5,100.00	CM-\$2,300; MM-\$1,400; EM/Fluid-\$1,400
Ushers CPR Training (C) (M) (E)	0.00	0.00	600.00	all congregations
Ushers/Greeters Meetings (C) (M) (E)	0.00	0.00	200.00	all congregations
Bible (English & Chinese) Replacement	1,896.00	0.00	-	
Audio Visual Room Supplies	224.00	0.00	-	
<b>Total 33. Worship</b>	<b>13,457.00</b>	<b>7,249.68</b>	<b>9,630.00</b>	
<b>34. Annual Events</b>				
Chinese New Year	0.00	120.69	400.00	for MM
Christmas Eve Program	1,211.00	634.47	1,150.00	\$550 for CM, \$500 for MM, \$100 for Children
Church Anniversary	715.00	0.00	200.00	
Good Friday & Easter	1,072.00	231.58	250.00	\$250 for CM
Membership Meeting			1,000.00	Light lunch for AGM in Feb. & Oct.
Mission Carnival	-59.00	0.00		
Father's Day	400.00	0.00		
Mother's Day	264.00	300.00	250.00	
<b>Total 34. Annual Events</b>	<b>3,603.00</b>	<b>1,286.74</b>	<b>3,250.00</b>	
<b>35. Visitation &amp; Caring</b>				
Appreciation	922.00	1,282.74	1,500.00	Installation, ordination etc.
Caring Ministry & Training	0.00	106.10	1,500.00	\$1200 for CM; \$300 for MM
Condolences	452.00	798.95	900.00	
Miscellaneous	0.00	249.10	300.00	Baskets etc.
Senior Pastor Caring	0.00	0.00	700.00	
CM Newcomers Reception/Visitation	36.00	0.00	500.00	New comer & members lunch, visitation (Moved from A/C#30 Cantonese Reception Initiative)
EM Newcomers Reception/Visitation	0.00	0.00	1,200.00	Tea and coffee reception for new comer Welcoming Centre
MM Newcomers Reception/Visitation	0.00	225.58	800.00	Newcomer reception & leaders training luncheon \$200 Visitation gifts \$600
<b>Total 35. Visitation &amp; Caring</b>	<b>1,410.00</b>	<b>2,662.47</b>	<b>7,400.00</b>	
<b>36. Utilities</b>				
Church Cleaning	22,231.00	26,002.00	30,577.00	5% increase based on last year's budget including materials and labour
Heat	5,624.00	9,246.93	8,500.00	
Hydro	29,938.00	28,095.34	27,850.00	
Janitorial & Disposal	6,381.00	6,537.90	6,520.00	Floor Mat-\$2,000; Watesco-\$2,520; Cleaning Supplies-\$2,000
Water	8,680.00	6,255.65	7,450.00	
<b>Total 36. Utilities</b>	<b>72,854.00</b>	<b>76,137.82</b>	<b>80,897.00</b>	
<b>37. Financing Costs</b>				
Bank Charges & Interest	1,837.00	3,206.65	3,000.00	\$200 per month + On-line donations
Mortgage Interest	8,544.00	1,086.79	-	
<b>Total 37. Financing Costs</b>	<b>10,381.00</b>	<b>4,293.44</b>	<b>3,000.00</b>	
<b>38. Other Expenses</b>				
GST/HST Expenses	7,856.00	14,311.67	11,000.00	
Insurance	15,618.00	10,998.00	11,550.00	5% over 2017 Actual
<b>Total 38. Other Expenses</b>	<b>23,474.00</b>	<b>25,309.67</b>	<b>22,550.00</b>	
<b>39. Mission &amp; Theological Exp</b>				
Children Ministry Mission Initiative	0.00	0.00	500.00	Material for Children Missions events
Joint Mission Conference	0.00	10,956.00	-	No Conference in 2018
Kairos Missions Training	0.00	0.00	1,500.00	Snacks, Subsidies for attendees for course starting on January 18, 2018
Mission Donation				
C&MA - Seamless Link	0.00	7,036.02	10,000.00	
C&MA District Church Planting	12,478.00	21,676.32	36,789.56	4% of General Fund
C&MA District Operating	7,340.00	7,978.91	9,197.39	1% of General Fund
CCACA Church Planting	12,478.00	18,149.28	27,592.17	3% of General Fund
Global Advance Fund	62,392.00	73,111.19	91,973.90	10% of General Fund
<b>Total Mission Donation</b>	<b>94,688.00</b>	<b>127,951.72</b>	<b>175,553.02</b>	
Mission Expenses				
Missions Month Event	0.00	0.00	2,000.00	Events, workshops
Other Mission Support	2,660.00	2,000.00	2,000.00	Send International
Seamless Link Site Visit	0.00	0.00	3,600.00	
Urbana Mission Conference 2018	0.00	0.00	2,000.00	
Urban Missions	0.00	0.00	500.00	Summer of 2018 with Toronto City Missions
Mexico Mission Trip	0.00	0.00	3,700.00	Used for subsidy, materials, etc.
CAWF Mission/RendezVous Conferences	0.00	0.00	2,500.00	
Peru Mission Trip	8.00	21,056.67	-	No trip in 2018
<b>Total Mission Expenses</b>	<b>2,668.00</b>	<b>23,056.67</b>	<b>16,300.00</b>	
Non C&MA Mission	0.00	0.00	-	
Refugee Sponsorship Program	0.00	9,129.73	-	Cover by the restricted funds
Student Ministry Scouting Trip	229.00	-	-	
<b>Total 39. Mission &amp; Theological Exp</b>	<b>97,585.00</b>	<b>171,094.12</b>	<b>193,853.02</b>	
<b>40. Property Management</b>				
Fencing	0.00	0.00	300.00	Repair
Ground & Landscaping Maint.	9,313.75	9,179.09	10,290.00	Landscaping-\$8,590; shut-down irrigation system-\$700; Sand & Salting-\$1,000
LED lights for 'Exit' Sign	0.00	1,028.50	-	
Maintenance - Others	1,689.50	5,913.94	3,000.00	
Maintenance & Security	7,217.19	6,594.92	2,400.00	Fire & Burglary-\$1,200; Elevator Check-up-\$1,200
Paint for Parking Lot Lining	0.00	253.39	-	
Painting Steel Doors on Watline	0.00	0.00	-	
Ref. Plates for Entrance Gates	0.00	0.00	-	
Retainer Wall on Kennedy Road	265.00	3,743.36	-	
Tree Studs Removal	0.00	35.27	-	
Windows Replacement	7,041.00	0.00	-	
Exterior & Interior Lighting	21,898.00	0.00	-	
Fire Alarm Panel	3,750.00	0.00	-	
HVAC Units			100,000.00	Repalce all HVAC units on the old wing
Ceiling Fans			3,000.00	6 ceiling fans with installation in Gym
Vertical Lift			7,000.00	Hydraulic lift
Tree Planting			2,000.00	
Emergency Fund			6,000.00	
Traffic Safety Consumables			500.00	safety reflective vest, traffic cones, large traffic direction hand held torches, large "Golf " umbrella [ph]
Sanctuary Maintenance			1,000.00	cleaning solvent for baptist pool and carpet, carpet steam cleaning machine rental [ph]
<b>Total 40. Property Management</b>	<b>51,174.44</b>	<b>26,748.47</b>	<b>135,490.00</b>	

	2016 Actual	2017 Actual	2018 Budget	
41. Education Wing				Remarks to 2018 Budget
Mortgage & Loan	170,000.00	95,501.00	-	
Total 41. Education Wing	170,000.00	95,501.00	-	
42. A/V				
A/V Operators Training/Retreat	0.00	0.00	800.00	full day churchwide AV retreat & Training anticipated for 2018
Amplifiers & TV	1,789.00	561.00	2,000.00	4 55" TV for classrooms
Camera for Baptism	0.00	90.73		
Digital Mixer	0.00	5,951.03	5,000.00	Digital mixer & overall AV upgrade for gym
Microphone	866.00	71.50	3,279.00	Refer to AV budget worksheet, category #1
AV Networking			1,500.00	HDMI Matrix Switch so VIA GO will work permanenetly-\$1000; Rewiring & upgrade so Nursery helpers are able to worship at Nursery Room-\$500
Other Equipments	113.00	195.91	4,950.00	Music & Mic Stands, Contingency cost for normal wear & tear etc.
Projector in Social Hall	0.00	350.38	2,000.00	New projector for social hall required
Recon.Existing PA Sys-Social H.	0.00	0.00	2,000.00	New digital Piano required
Replace Mic Speaker Canies	0.00	0.00	6,100.00	Sanctuary Speaker reconfiguration & enhancement (Category#4)
Work Station and Sound Board Ca	0.00	0.00	500.00	MM requests wireless headphone for congregation with hearing problem
Tablet Computer	0.00	0.00	1,500.00	For digital mixer operations (Gym/Social Hall/Sanctuary)
Projector Lamp	0.00	0.00	1,000.00	Sanctuary projector lamp replacement (due Lamp)
Total 42. A/V	2,768.00	7,220.55	30,629.00	
43. IT				
Internet Connection	1,013.00	1,345.92	7,200.00	Bell Fibre Internet connection (150M/150M) under 5-year contract
Networking	0.00	3,566.15	1,545.00	1 roll of CAT6 cable (1000'), 1 pack of CAT6 RJ45 connectors, 1 24-port gigabit Ethernet switch, 1 8-port gigabit POE Ethernet switch, 1 24-port network patch panel, 3 WAPs, 1 UPS, 1 electrical wiring/receptacle
Computer & Accessories	2,516.00	935.42	4,900.00	1 desktop for Office Admin, 3 laptops and misc. peripherals
Web Hosting		632.50	1,150.00	Website hosting, domain name registration, tools
Team Collaboration			600.00	Team collaboration platform (Cloud), e.g. Confluence, JIRA
Software			2,000.00	Anti-malware & misc. Software
Storage			1,000.00	Network-attahed storage for sharing info within the church
Digital Signage (Hardware/Software)			1,600.00	2 additional locations: 1 outside the Sanctuary and 1 in the Lower Level. Need 1 Player PC & TV (55") at each location
Total 43. IT	3,529.00	6,479.99	19,995.00	
Total Expense	850,762.44	918,742.69	1,119,642.02	
Net Income/(Loss)	132,156.56	85,372.23	-	