

## STANDARD PROJECTION ASSUMPTIONS FISCAL YEAR ENDED 2009

In an effort to aid the parishes and elementary schools in their annual budget preparation process, the Internal Audit Office has developed the following assumptions relating to various budget categories. We recommend that all parishes and elementary schools in the Diocese use the same assumptions for the categories listed below (as applicable). Budget information for other accounts should be based upon the operations of each individual parish or school.

### 1. Inflation Rate

When projecting, general assumptions must be made about the rate of inflation on Long Island. We are assuming that the rate of inflation will be as follows:

2008-2009	3.0%
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### 2. Salaries and Fringe Benefits for Religious Personnel

Base stipends for religious, as recommend by the Interdiocesan Committee on Stipend and Retirement, from September 1, 2008 through August 31, 2009 are as follows:

2008-2009	Base and Fringe Benefits	\$46,320
	Lodging *	4,800

\* - If the Religious lives in a parish operated residence, \$4,800 will be paid to the parish.

### 3. Salaries for Elementary Instructional Staff

Use the following percentage increase for all lay professional instruction staff (i.e., teachers, librarians, guidance counselors, etc.).

See Salary Scale

### 4. Lay – Hospitalization/Major Medial/Dental/Life Insurance – 2008-2009

Projected annual increase per individual/per coverage option (**Effective January 1, 2009**):

Dental	5%
Medical	10%
Basic Life	0%

These are for budget purposes only.

### 5. Disability Insurance

a) Long Term:

2008-2009	0%
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b) Short Term:

2008-2009	0%
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Note: there is no change from fiscal 2008 actual costs.

### 6. Workers Compensation

Project the following rate increase per \$100 in gross payroll (based on normal payroll increases):

2008-2009	5%
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**7. Social Security Taxes 2008 – set by the IRS**

Project the following rates on all lay salaries (Employer's responsibility):

Social Security	6.20%
Medicare	1.45%
Combined (FICA)	7.65%

Social Security Wage Base - 2008	\$102,000 maximum
Medicare Wage Base	No Limit

**8. Retirement and Pension Plans – Lay**

Projected cost for the upcoming fiscal year:

2008-2009	8.5% of covered salaries
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**Note:** Census data or other demographic changes will have an impact on pension expenses. Turnover of personnel, promotions and additional staff can substantially affect the expenses to the entity.

**Priests Retirement and Welfare Plans**

2008-2009	\$5,800 per year
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**9. Diocesan Self-Insurance Program - PSIP**

Project increase of:

2008-2009	5%
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Individual reference should be made to the two most recent fiscal years' bills.

**10. 403(b) Plan Elective Deferral Limit – set by IRS**

2008	\$15,500
Catch up Contributions 2008	\$5,000

**Note:** The 2009 limits are unknown at this time. They are adjusted by the IRS at the end of the year.

**11. Mileage Rate Reimbursement - set by IRS**

Calendar 2008	Standard	\$0.505 per mile	Effective 2/1/08
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**12. Regular Collections**

2008-2009	Use your best estimate based on your parish experience. Be conservative and realistic.
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**13. Diocesan Assessment**

2008-2009	8% of Line 3095 (Total Regular Collections)
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**Assumptions outlined in this document should be used when preparing annual budgets for the fiscal year ended 2009. Please note that these estimates may be increased or decreased by actual circumstances.**

**Parish and School FY'09 Budgets are due 5/31/08 – signed and returned. Thank you!**