



**2022-2023 Archdiocese of Indianapolis Parish Annual Financial Report**

For the Year Ending June 30, 2023

**Verify the following information:**

Parish/School/High School Identification Number:	<input type="text"/>
Parish/School/High School Name:	<input type="text"/>
Name of Person Completing Annual Report:	<input type="text"/>
E-Mail Address of Person Completing Annual Report:	<input type="text"/>

**Enter the following information:**

Address:	<input type="text"/>
Zip Code:	<input type="text"/>
Telephone Number:	<input type="text"/>
State ID #:	<input type="text"/>
Federal ID #:	<input type="text"/>

**Select the deanery of the parish/school or high school:**

Please select one ...

**What accounting software does your location utilize?**

ACS  
 PDS  
 QUICKBOOKS  
 Financial Edge  
 ParishSOFT  
 Other

**Balance Sheet for the year-ending June 30, 2023 - Please enter all figures rounded to the nearest dollar. Please enter balances that are booked on your 6/30/23 Balance Sheet.**

**ASSETS - Enter current year-end balances:**

Cash	<input type="text"/>
Petty Cash-Total	<input type="text"/>
ADLF Deposit #1	<input type="text"/>
ADLF Deposit #2	<input type="text"/>
ADLF Deposit #3	<input type="text"/>
ADLF Deposit #4	<input type="text"/>
ADLF Deposit #5	<input type="text"/>
Additional ADLF Deposit Accounts	<input type="text"/>
Accounts Receivable	<input type="text"/>
Prepaid Expense	<input type="text"/>
Other Assets	<input type="text"/>
<b>Total Assets</b>	<input type="text"/>

**LIABILITIES - Enter current year-end balances:**

Accounts Payable	<input type="text"/>
Accrued Payroll	<input type="text"/>
ADLF Loan #1	<input type="text"/>
ADLF Loan #2	<input type="text"/>
ADLF Loan #3	<input type="text"/>
Deferred Income	<input type="text"/>
Other Liabilities	<input type="text"/>
Management Designated Funds	<input type="text"/>
Donor Restricted Funds	<input type="text"/>
<b>Total Liabilities &amp; Restricted Funds</b>	<input type="text"/>

**NET ASSETS or Fund Balance (Equals Total Assets - Total Liabilities & Restricted Funds)**

(Net Assets or Closed Fund Balance)

**Is this report for a (answering this question will automatically direct you to the next appropriate question):**

Parish Only?	Parish with a School?	Consolidated School or High School?
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Does this parish have a cemetery?**

Yes

No

**PARISH INCOME - Please record all Income/Revenue accounts from 6/30/23 Financial Statements.**

**PARISH ORDINARY INCOME - Enter year-end totals:**

Sunday & Holy Day Collections	<input type="text"/>
Archdiocesan Grants Received	<input type="text"/>
Contribution Income	<input type="text"/>
Endowment Income	<input type="text"/>
Fundraising Income	<input type="text"/>
Cemetery Revenue	<input type="text"/>
Other Income	<input type="text"/>
Grant Revenue	<input type="text"/>
Interest & Investment Income	<input type="text"/>
<b>Total Ordinary Parish Income</b>	<input type="text"/>

**PARISH EXTRAORDINARY INCOME - Enter year-end totals:**

Chancery & Mission Collections	<input type="text"/>
Bequests	<input type="text"/>
Capital Campaign Collections	<input type="text"/>
Other Extraordinary Income	<input type="text"/>
<b>Total Extraordinary Parish Income</b>	<input type="text"/>

**Total Parish Income**

Parish Ordinary Income (from above)	<input type="text"/>
Parish Extraordinary Income (from above)	<input type="text"/>
<b>Total Parish Income</b>	<input type="text"/>

**PARISH EXPENSE - Please record all Expense accounts from 6/30/23 Financial Statements.**

**PARISH ORDINARY EXPENSE - Enter year-end totals:**

Wages & Benefits	<input type="text"/>
Assessments (Cathedraticum, Clergy Health, Safe & Sacred, Criterion, etc.)	<input type="text"/>
Education Assessment	<input type="text"/>
Deanery or Religious Education Subsidy	<input type="text"/>
Interest & Bad Debt Expense	<input type="text"/>
Contribution Expense	<input type="text"/>
Fundraising Expense	<input type="text"/>
Administrative & Supplies Expense	<input type="text"/>
Cemetery Expense	<input type="text"/>
Property & Maintenance Expense	<input type="text"/>
Utilities Expense	<input type="text"/>
Religious Education Expense	<input type="text"/>
Other Expense	<input type="text"/>
<b>Total Parish Ordinary Expense</b>	<input type="text"/>

**PARISH EXTRAORDINARY EXPENSE - Enter year-end totals**

Chancery & Other Collections Expense	<input type="text"/>
Capital Campaign Project Expense	<input type="text"/>
Other Extraordinary Expense	<input type="text"/>
<b>Total Parish Extraordinary Expense</b>	<input type="text"/>

**Total Parish Expense**

Parish Ordinary Expense (from above)	<input type="text"/>
Parish Extraordinary Expense (from above)	<input type="text"/>
<b>Total Parish Expense</b>	<input type="text"/>

**Does this parish have a school?**

Yes

No



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SCHOOL INCOME - Please record all Income/Revenue accounts from 6/30/23 Financial Statements.

SCHOOL ORDINARY INCOME - Enter year-end totals:

Table with 2 columns: Description and Input field. Rows include Tuition & Registration Fees (Net) K-12, Tuition & Registration Fees (Net) Pre-K & Child Care, Archdiocesan Contributions, Other Contributions, Endowment Income, Fundraising Income, Program Grants (Grant Revenue), Other Income, Interest & Investment Income, and Total School Ordinary Income.

SCHOOL EXTRAORDINARY INCOME - Enter year-end totals:

Table with 2 columns: Description and Input field. Rows include Bequests, Capital Campaign Collections, Other School Extraordinary Income, and Total School Extraordinary Income.

Total School Income

Table with 2 columns: Description and Input field. Rows include Total School Ordinary Income (from above), Total School Extraordinary Income (from above), and Total School Income.

SCHOOL EXPENSE - Please record all Expense accounts from 6/30/23 Financial Statements

SCHOOL ORDINARY EXPENSE - Enter year-end totals:

Table with 2 columns: Description and Input field. Rows include Wages & Benefits Expense, Interest & Bad Debt Expense, Contribution Expense, Fundraising Expense, Administrative & Supplies Expense, Property & Maintenance Expense, Utilities Expense, Other Expense, and Total School Ordinary Expense.

SCHOOL EXTRAORDINARY EXPENSE - Enter year-end totals:

Table with 2 columns: Description and Input field. Rows include Capital Campaign Project Expenses, Other School Extraordinary Expenses, and Total School Extraordinary Expense.

Total School Expense

Table with 2 columns: Description and Input field. Rows include Total School Ordinary Expense (from above), Total School Extraordinary Expense (from above), and Total School Expense.

NET INCOME/(LOSS) - Checks & Balances

Table with 2 columns: Description and Input field. Rows include Total Parish Income, Total School Income, Total Parish Expense (enter as a negative), Total School Expense (enter as a negative), and Net Income/(Loss).

BALANCE CHECK (Reminder: Net Assets = Total Assets - Total Liabilities & Restricted Balances)

Table with 2 columns: Description and Input field. Rows include Current Year Net Assets (Total Fund Balance)-June 30, 2023, Prior Year Net Assets (Total Fund Balance)-June 30, 2022, and Increase/(Decrease) in Net Assets should equal Net Income/(Loss).

Does the Increase/(Decrease) in Net Assets = Net Income/(Loss)?

Yes

No

**Net Assets (Fund Balance) Increase/(Decrease) must be equal to Net Income/(Expense). Verify all entries.**

**\*\*\*If this doesn't balance, please CALL Stacy Harris @317-236-1535 to work through your exception PRIOR to submitting this report\*\*\***

**TUITION FUNDING SOURCES**

Tax Credit Scholarships Received

Choice Voucher Funds Received

Indy Preschool Scholarship Funds Received

On My Way Pre-K Funds Received

**MASS STIPEND ACCOUNT**

Enter the following information about the Mass Stipend Account:

Beginning Balance

Total Deposits

Total withdrawals (enter as a negative)

**Ending Balance**

Is the Mass Stipend account listed separately and not included in Parish Income or the Reconciled Bank Accounts Section?

Yes

No

**Mass Stipend activity should only be entered in the Mass Stipend Account Section and should not be included in the Balance Sheet or the Reconciled Bank Account Section.**

**PARISH COUNCIL/SCHOOL COMMISSION INFORMATION**

PARISH COUNCIL or SCHOOL COMMISSION CHAIRMAN:

Name:

Email:

**BEQUESTS:** if your location received any bequests this fiscal year as indicated by bequest income in either the parish or school income sections above, please indicate the total number of individual bequests that income represents.

Completed: 100%