

A Guide To Apportionments

**Florida Conference
The United Methodist Church**

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HOW ARE YOUR CHURCH'S APPORTIONMENTS DETERMINED?

The Conference budget is found in the Conference Workbook in the report of the Council on Finance & Administration (CF&A). The Conference Workbook is published before annual conference and is distributed to all delegates. After the budget is approved at Annual Conference it is published in the CF&A report in the Conference Journal. At Annual Conference (AC), your delegate has the opportunity to speak to and vote on the budget. Apportionments are based on the approved budget. There are three basic kinds of apportionments: Conference Apportionments, General Church Apportionments and District Apportionments.

Conference and General Church Apportionments are calculated using the *fair-share* method, which considers each individual church's expenses relative to all other churches' expenses. It works like this:

1. For each church, we add together everything spent in three areas, as reported by the church in their year-end statistical report:
 - a. Compensation (salary and benefits) for all lay employees and clergy,
 - b. Operational items (utilities, postage, office supplies, yard care, maintenance, etc.)
 - c. Program items (Sunday School materials, worship resources, etc.)
2. After determining these expenses for each individual church, we add together the church totals for all chartered churches in the Conference.
3. Then we take the total for each church and divide it by the total for all the churches in the Conference. This gives us the *fair-share decimal* for each church.

$$\frac{\text{Expenses for your local church}}{\text{Total of expenses for all local churches in the Conference}} = \text{Fair-Share Decimal}$$

4. We multiply each church's *fair-share decimal* by the total amount of the AC approved budget. This portion of the conference budget is each church's *fair-share*. This is the amount apportioned to each church.

Please note:

- The *fair-share decimal* is different for each church and changes every year.
- Apportionments, benevolences, capital costs, etc. are NOT included in the formula.
- Membership, attendance, and similar statistics are also NOT included in the formula.

The global or General United Methodist Church apportions to each Annual Conference a proportionate share of the General Church budget as determined by delegates to General Conference, which meets every four years.

District Work Fund (DWF) comprise the District Apportionments and are used to fund the individual districts; Atlantic Central (AC), East Central (EC), Gulf Central (GC), North Central (NC), North East (NE), North West (NW), South East (SE) and South West (SW). District Work Fund (DWF) represents 5.4% of the pastors' salary and housing at the church.

Apportionments fund the programs and activities approved by delegates from your church. Your church's apportionment is your church's fair share of the cost of these programs and activities. Your apportionment is important! Your church's giving makes a big difference!

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CLERGY SUPPORT

Our system of appointed clergy is an essential part of our connectional United Methodist Church. The Clergy Support apportionment provides funding for the expenses borne by the Florida Conference to sustain, support, hold accountable, and nurture our clergy.

The Clergy Support apportionment provides funding for clergy salaries and benefits paid by the Florida Conference and for other expenses related to our clergy system. The Conference spends nearly 100 percent of this budget area each year, so, by action of Annual Conference, ***this apportionment must be paid in full each year by every local church***. Any part of this apportionment that a church does not pay in the current year is carried forward and added to that church's apportionment the following year.

The Clergy Support apportionment is used in the following ways.

- **Clergy Benefits and Equitable Compensation** — The local church is the primary salary-paying unit for pastors, but the Florida Conference pays a variety of clergy benefits and expenses, including a substantial subsidy for equitable compensation.
- **Clergy-Related Conference Boards** — This apportionment pays the meeting and program cost of our Conference Board of Ordained Ministry (BOOM).
- **Office of Clergy Excellence** — The clergy support apportionment covers the department's staffing and expenses.
- **Bishop's Office and Residence** — This apportionment pays the Episcopal office and Episcopal residence expenses which are not paid by the General Church (through the Episcopal Fund apportionment).
- **District Superintendents and Cabinet** — This apportionment pays the salaries, benefits, and business expenses of our 8 district superintendents; and the meeting-related and other costs of the Cabinet.
- **Judicial Process** — The clergy support apportionment pays for the cost of the conference committee on Investigations and Judicial Procedures, which handles difficult clergy matters. It also pays the Conference's costs related to clergy suspensions during the investigative and judicial process.

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CONFERENCE BENEVOLENCES

This apportionment provides funding for Florida Conference program, mission and benevolent endeavors.

- **Connectional Ministries and the Conference Equipping Network**— This apportionment provides funding for the Conference Connectional Ministries which includes the following Florida Conference ministries and programs:
 - Archives and History
 - Board of Lay Ministry
 - Communications, including Knowledge and Information systems and the Conference website www.flumc.org
 - Multi-Cultural/Justice Ministries

- **Board of Camps and Retreat Ministry** — This apportionment provides funding for the Camp and retreat facilities located in Leesburg, Riverside and Centenary. This included Summer camp for children and youth.

- **Conference Board of Higher Education and Campus Ministries** — This apportionment pays the salaries for our campus ministers and the operating expenses for Wesley Foundations at colleges and universities throughout the conference. It also provides support for United Methodist-related Florida Southern College and Bethune-Cookman College.

- **Congregational Vitality** — This apportionment supports the starting of new ministries and strengthening existing ministries. It also covers the expenses for Fresh Expressions ministry.

- **Missional Engagement**— This apportionment provides funding for the Conference Missional Engagement ministries and programs:
 - Disaster Response
 - Emerging Ministries
 - Global Ministries
 - Outreach Ministry
 - Summer Mission Interns
 - Volunteers in Ministries

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CONFERENCE SERVICES AND ADMINISTRATION

The Conference Services and Administration apportionment funds the general operations and administration of the Florida Conference. The coordination, oversight, and other administrative services provided by the Conference are a vital part of all that we do together. Our buildings and facilities in Lakeland, Leesburg and other places serve to nurture, strengthen, and broaden our ministry and mission. All of this and more is funded through the Conference Services and Administration apportionment.

The Conference Services and Administration apportionment provides funding for many areas in the Conference.

- **Financial and Administrative Leadership** — This apportionment pays the expenses of the various conference bodies that manage the conference's finances and properties and provide legal and leadership administration. These bodies include the Conference Council on Finance and Administration (CF&A), Conference Trustees, Election Procedures Committee, Legal Advisory Committee, Nominations Committee, Standing Rules Committee, Delegation Expense, and the Conference Capital Commission. It also pays the cost of the Conference's annual audit by an independent CPA firm.
- **Annual Conference Event** — This apportionment funds the cost of holding our annual conference session each year, including facility rental, sound, lighting, video, printing and postage.
- **Conference Workbook and Journal** — The expenses of the Annual Conference workbook and Journal are paid by this apportionment.
- **United Methodist Conference Center** — This apportionment pays operating expenses for the conference center facilities in Lakeland. These costs include utilities, telephone, computers and other equipment, computer software and programming, facility maintenance and repair, janitorial services and supplies, office supplies and postage.
- **Employee Salaries and Benefits** — Salaries and benefits for Conference financial, technical and administrative staff are funded through this apportionment.
- **Property Maintenance** — The Conference Services and Administration apportionment funds the Conference Capital Replacement Fund which pays for capital maintenance needs of conference-owned buildings in Lakeland, Leesburg, and other locations. This apportionment pays the cost of property and casualty insurance on all conference-owned facilities.

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EQUITABLE COMPENSATION AND MISSION SUPPORT

This fund supports the salaries and other expenses of pastors at under-resourced churches and missions. These pastors and churches/missions were previously supported through the Equitable Compensation portion of the Clergy Support apportionment and/or through the Districts

WORLD SERVICE FUND

World Service apportionment provides the basic financial resources for the core ministries of our denomination.

It underwrites Christian mission around the world, empowers our evangelism efforts, stimulates church growth, expands Bible studies, supports local church programs, enriches spiritual commitment and provides the means to equip and nurture our lay leaders through education and professional support. Giving to World Service helps God's children everywhere and enables the proclamation of our Christian faith.

- **General Boards and Agencies** — The World Service is the cornerstone for the funding of the connectional system of the United Methodist Church. It represents the minimum needs of the denomination's general agencies which serve as a resource to local churches and as an extension of local churches in ministry and mission on a conference, national and world level.
- **Mission Giving** — This apportionment provides funds for the administrative structure of our church. The major thrust in mission giving in our church begins here. Because our contributions to World Service cover overhead expenses, every dollar given to relief efforts goes directly to people in need and every dollar given to support the work of over 2,000 mission personnel goes directly to that personnel. In addition, when there is not enough money available to provide salary support for these missionaries through our Advance Special giving, World Service funds are used to make up the shortfall.

What World Service is really about is people – people in local congregations all across the Florida Conference who live, work and do ministry where they are and people who have enough love and resources left over to want to reach out to the world beyond their door.

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GENERAL ADMINISTRATION FUND

This apportionment finances the administrative function of the denomination's general activities, including the cost of General Conference.

This fund finances general church activities that are administrative in nature rather than missional, programmatic, or ecumenical. The General Administration Fund was established as part of the original financial plan of the Methodist Church at its unification in 1939.

- **General Conference** – This apportionment pays the basic costs of General Conference, which is the arena where United Methodists come together to work through their differences and to discover the important things that unite them. General Conference meets once every four years (quadrennium).
- **Legal, Financial and Administration** – This apportionment fund provides for the expenses of the Judicial Council and covers the administrative functions of the General Council on Finance and Administration. It funds the safeguarding of our denomination's legal interests and rights.
- **History and Statistics** – The general administration fund pays for the operating costs for the General Commission on Archives and History and maintenance of historic shrines, landmarks and sites. This apportionment also pays for the cost of compiling and publishing our denominational statistics and maintaining our denominational records.

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EPISCOPAL FUND

This apportionment pays for the expenses of active bishops and for the support of retired bishops and spouses. It pays for expenses related to Florida's Bishop Ken Carter. The general church spends nearly 100% of this budget area each year, so this apportionment must be paid in full each year by every local church. Any part of this apportionment that a church does not pay in the current year is carried forward and added to that church's apportionment the following year.

Bishops have always had a very special role in our church, elected and consecrated to speak to the church, and from the church.

Whether presiding over annual conference sessions, surveying disaster damage, meeting with district leaders or planting a tree, bishops accept what the apostle Paul called "a noble task" (1 Timothy 3:1). It is practical as well since our bishops are responsible for the oversight and promotion of both the temporal and spiritual interests of the church.

- **Bishops' Salaries and Benefits** – The Episcopal Fund provides salaries, moving expenses, pension, disability coverage, medical insurance and professional travel expenses for the bishops (including our bishop in Florida).
- **Episcopal Office and Residence** – This fund helps support the cost of the Episcopal residence (including our Bishop's residence in Lakeland) as well as operating expenses for the Episcopal Office.

The Episcopal Fund was one of the three general apportioned funds which were part of the financial plan of the Methodist Church from the time of its unification in 1939. All monies collected for the Episcopal Fund are sent to the General Council on Finance and Administration on a monthly basis and are then distributed back to the bishops and Episcopal offices on a regular basis. All active bishops are paid the same salary based on General Conference action each quadrennium (4-year period). This fund provides the base support for the Bishops of the church, not only in the US, but also for the missionary bishops around the world.

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INTERDENOMINATIONAL COOPERATION FUND

This apportionment supports General Church ecumenical ministries. This is United Methodism in mission with other Christian denominations, witnessing to Christian unity.

We United Methodists are a small part of the worldwide Christian church – the living body of Jesus Christ. Our unity with other Christian communities is affirmed in the historic creeds as we confess one holy, universal and apostolic church; support ecumenical efforts around the world; foster a renewal of Christian unity and understanding; give witness to a common Christian faith; meet human suffering when and where we can; and advocate for peace and justice all over the world.

- **Ecumenical agencies** – The Interdenominational Cooperation Fund provides basic support for the ecumenical agencies through which the United Methodist Church participates and cooperates with other Christian communities to further God’s kingdom. It also undergirds the work of chaplains, the program Religion in American Life, and Church World Service, a cooperative mission endeavor. Our gifts to the Interdenominational Cooperation Fund nurture the ministries of the Consultation on Church Union, the National Council of Churches, the World Council of Churches, and the Commission on Pan-Methodist Cooperation.

- **Churches Uniting in Christ** - Ten denominations are joined together in the Churches Uniting in Christ to seek ways toward greater visibility and effectiveness among themselves. The CUIC is now working to address theological issues related to the reconciliation of ministries, the mutual recognition of each other's churches, and shared Eucharistic fellowship. These ten member denominations are:
 - African Methodist Episcopal Church
 - African Methodist Episcopal Zion Church
 - Christian Church (Disciples of Christ)
 - Christian Methodist Episcopal Church
 - The Episcopal Church
 - International Council of Community Churches
 - Presbyterian Church (USA)
 - United Church of Christ
 - The United Methodist Church
 - Moravian Church Northern Province

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MINISTERIAL EDUCATION FUND

The Ministerial Education Fund (MEF) helps recruit and train effective United Methodist Ministers. It is an essential element of assuring high-quality, well-prepared clergy for the United Methodist Church. The MEF helps men and women respond to God's divine call on their life.

Our thirteen United Methodist seminaries lead the way in proclaiming God's Word in a world that needs that message desperately: *Boston University School of Theology*, Boston, MA; *Candler School of Theology*, Emory University, Atlanta, GA; *Claremont School of Theology*, Claremont, CA; *Drew University, The Theological School*, Madison, NJ; *Duke University, The Divinity School*, Durham, NC; *Gammon Theological Seminary*, Atlanta, GA; *Garrett-Evangelical Theological Seminary*, Evanston, IL; *Illiff School of Theology*, Denver, CO; *Methodist Theological School in Ohio*, Delaware, OH; *Perkins School of Theology*, Southern Methodist University, Dallas, TX; *Saint Paul School of Theology*, Kansas City, MO; *United Theological Seminary*, Dayton, OH; *Wesley Theological Seminary*, Washington, DC.

These seminaries are crucial to the future of the United Methodist Church as they partner with the local church to help men and women respond to God's call to full time, vocational ministry. Supporting MEF helps provide churches with pastoral leaders who work to meet the daily needs of the church and unchurched in their community.

How Churches Benefit from the Fund

- MEF support for all thirteen United Methodist seminaries helps keep tuition costs down.
- MEF supports continuing education courses for clergy and diaconal ministers currently serving congregations, as well as course of study schools for training local pastors.
- Scholarship aid is available to candidates for ordained ministry.
- Ordained and diaconal ministers receive spiritual formation resources to help them be more effective spiritual leaders.
- MEF sponsors regional and national events where people can explore God's call to ministry.
- Annual Conference Board of Ordained Ministry members are trained and supported in their work of approving and evaluating leaders who serve the church.

How the Fund Works

- General Conference determines the apportioned fund amount each quadrennium (4-year period).
- Each Annual Conference retains 25% of the amount received for the MEF apportionment in order to provide direct financial aid for theological training to those in their own Conference.
- The remaining 75% goes to the General Board of Higher Education and Ministry where 63% is sent to our 13 United Methodist Seminaries.
- The Division of Ordained Ministry uses the remaining funds to support programs for ordained and diaconal ministers.

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BLACK COLLEGE FUND

The Black College Fund supports the operational expense and capital improvement needs of our eleven predominantly black, United Methodist-related colleges and universities.

Nurtured by the Black College Fund, the eleven historically Black United Methodist-related colleges and universities play a unique role in United States higher education. They attract students from diverse social, economic and educational backgrounds – students who receive inestimable affirmation and support in vibrant, academically challenging spiritual environments.

Graduates of these eleven colleges and universities include significant numbers of teachers and doctors, ministers and bishops, scientists and artists, judges, entrepreneurs and journalists. Many are leaders in the African-American community and, notably, leaders in a rapidly changing United States.

The United Methodist Black institutions include:

- Bennett College, Greensboro NC
- Bethune-Cookman College, Daytona Beach FL
- Claflin College, Orangeburg SC
- Clark Atlanta University, Atlanta GA
- Dillard University, New Orleans LA
- Huston-Tillotson College, Austin TX
- Meharry Medical College, Nashville TN
- Paine College, Augusta GA
- Philander Smith College, Little Rock AR
- Rust College, Holly Springs MS
- Wiley College, Marshall TX

These institutions serve as intellectual and spiritual founts preserving and expanding upon the rich history, traditions, and culture of a people and a nation.

It is critical for The United Methodist Church to renew its commitment to provide, through the Black College Fund, major support to these schools because of the unique role they continue to play in U.S. education. Societal inequities of race and class require educational institutions committed to providing academic excellence while serving as intellectual, spiritual and cultural reservoirs of African-American history and tradition.

Our own Florida Conference Bethune-Cookman College in Daytona Beach receives financial support from this fund.

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AFRICA UNIVERSITY FUND

This apportionment helps fund the development of a United Methodist university located in Zimbabwe, Africa. This university provides opportunities for students throughout Africa and includes schools of theology, agriculture, and education.

This fund supports the only United Methodist degree-granting university on the continent of Africa -- serving young men and women from all over Africa. Its mission is "to provide a higher education of excellent quality, to nurture students in Christian values, and to help the nations of Africa develop the leaders of the future." Africa University currently offers courses in agriculture and natural resources, management and administration, theology, and education.

Africa University students come from Burundi, Kenya, Angola, the Democratic Republic of Congo, Malawi, Sierra Leone, Nigeria, Tanzania, Swaziland, Zimbabwe, Mozambique, Zambia, Batswana, South Africa, Ethiopia, Sudan, Liberia, Cameroon, Mali, Uganda, Benin, Rwanda and even America. In this university community, African countries are united on one goal to attain a quality education.

One of Africa University's unique characteristics is its culturally diverse, multi-lingual, multi-traditional student body. Besides a variety of classes, students enjoy stimulating discussions from classmates of different cultures and beliefs. While Africa University is a private institution, it is not an elite one. The university takes pride in welcoming students from a variety of backgrounds, languages, traditions, values and lifestyles.

The university's logo, the healthy and prolific acacia tree which grows beautifully throughout Africa, is indicative of what happens to persons who wish not only to grow, but to share and spread that growth. The university's mission is "to provide higher education of high quality, to nurture students in Christian values, and to help the nations of Africa achieve their educational and professional goals. Africa University will play a critical role in education of the new leaders of African nations."

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JURISDICTIONAL FUND

This apportionment underwrites the cost of the Southeastern Jurisdictional Conference along with various programs of the Church in the Southeast.

The United Methodist Church in the United States is divided into five Jurisdictions, or geographical areas – the Northeastern Jurisdiction, The Southeastern Jurisdiction, the North Central Jurisdiction, the South-Central Jurisdiction, and the Western Jurisdiction.

- **The Southeastern Jurisdiction (SEJ) covers nine southeastern states** – Florida, Georgia, Alabama, Mississippi, South Carolina, North Carolina, Virginia, Tennessee, and Kentucky. The Florida Conference is a member of the Southeastern Jurisdiction. The other conferences in the SEJ are: South Georgia, North Georgia, Alabama-West Florida, North Alabama, Mississippi, South Carolina, Western North Carolina, North Carolina, Holston, Virginia, Tennessee, Memphis, Kentucky, and the Red Bird Missionary Annual Conference.
- **Program and Administration** – The Southeastern Jurisdictional Fund provides administrative support for the Jurisdictional Council offices, program support for the Jurisdiction, and the cost of the Southeastern Jurisdictional Conference every four years. This fund provides a per diem plus travel costs for the almost 600 delegates to the four-day Jurisdictional Conference. One of the major responsibilities of these delegates is the election of bishops. But the overwhelming majority of these funds are used in support of the SEJ Administrative Council and the programs it supports such as Hinton Rural Life Center, Gulfside Assembly, SEMAR, UVMIM, and the Lay Ministry Training Center.

SEJ headquarters are located in Lake Junaluska, North Carolina.

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DISTRICT APPORTIONMENTS

The District Work Fund is the primary apportionment that provides funding for the operations of each District. Monies from this apportionment support the maintenance of the District Parsonage and District Office, the salary and benefits of the District Administrative Assistant (and sometimes other staff), office supplies, office utilities, office equipment, and the cost of District meetings and/or District training events. The salary, benefits and routine business travel expense of the District Superintendent are provided by the Conference through the Clergy Support Apportionment.