



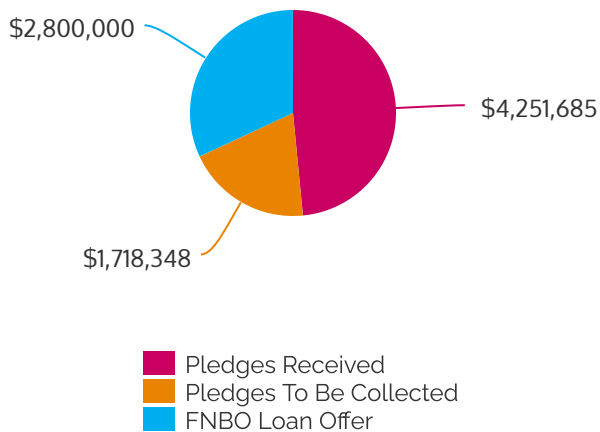
**Foothills Unitarian**  
LOVE UNITES US ALL

**Congregational Meeting Packet**  
**December 5, 2021**

# BUILDING FOR COURAGEOUS LOVE UPDATE

Our Building Expansion Team continues to oversee great progress in bringing our new sanctuary to fruition! We currently have two loan offers, have completed the building planning phase with the city and are still hopeful to break ground in March of 2022!

## Funding & Financeing Our Future Building



**Total Available Funds Currently:** \$7,051,685

**Total Approved Budget:** \$7,300,000

**Please note:** Loan + total pledges is greater than the total budget. This is because the remaining pledges will come in between now and the end of 2024, and takes into consideration our bridge funding.

## Budget

Category	Reported in May 2021	Current
Costs Incurred Prior to 2021	\$214,823	\$234,640
Church Responsible Costs	\$726,783	\$773,615
Construction Estimate	\$5,749,813	\$5,970,177
Contingency	\$610,000	321,568
Total Invoices Paid to Date	None	\$530,064

**Total Anticipated Budget:** \$7,300,000



## Project Schedule

Category	Anticipated	Possibly Delayed
2nd Project Review with City of FC	September 2021	Complete
50% Construction Docs Completed	October 2021	Complete
95% Construction Docs Completed	November 2021	Complete
City of FC Planning Dept Hearing	November 2021	Complete
City of FC Planning Dept Decision	November 2021	Complete
City of FC Project Review Round 1	Nov 2021	Scheduled
City of FC Project Review Round 2	December 2021	January 2022
Sub-Contractor Bids	December 2021	
Contractor Cost Update	December 2021	
City of FC Recording	January 2022	February 2022
Permit Submission	January 2022	February 2022
Permit Available	March 2022	May 2022
Construction Begins	March 2022	May 2022
Construction Complete	February 2023	April 2023



Foothills Unitarian

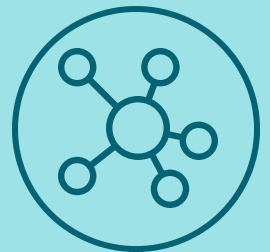
# 2022 BUDGET PROPOSAL

*This report is an overview of Foothills budgeting process and elements for 2022.*

---

## Underlying Factors Influencing Our Process:

- Fiscal Year (FY) 2021 proved to be as much an anomaly as 2020. Overall, our expense budgeting for 2021 was within .5% of what we project we'll end up spending, proving a good system for managing expenses is in place. We modified the process slightly to simplify the display of information for easier reporting in 2022.
- While our income lagged in Q2 and Q3, Q4 is showing strong recovery and we are optimistic to end the year in good shape.
- We have an audacious end of year goal and 2022 budget, both of which will require strategic investment in our staff team and a generous response from the congregation. We believe this is do-able.
- There are some inevitable, one-time staffing costs in 2022, including sabbaticals for 2 staff, return to FT music Director, and resourcing online and in-person, that require we invoke our value of spending from a place of abundance vs. scarcity.





## Income



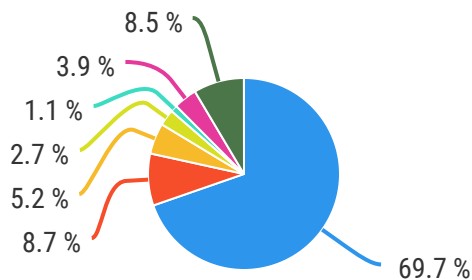
Foothills Unitarian

Source	2021 Projected	2021 Budget	2022 Budget
Pledges	\$669,046 8% under	\$726,590	\$719,150
Weekly Offering	\$84,000	\$83,000	\$89,000
Donations	\$50,000	\$48,800	\$98,000
Fundraising	\$26,237	\$37,000	\$35,500
Program Fees	\$10,970	\$19,000	\$30,525
Transfer of Funds	\$37,770	\$40,000	\$40,000
Other Income	\$82,000	\$11,965	\$50,870
<b>Total Income</b>	<b>\$960,023 1% under</b>	<b>\$966,355</b>	<b>\$1,063,645</b>

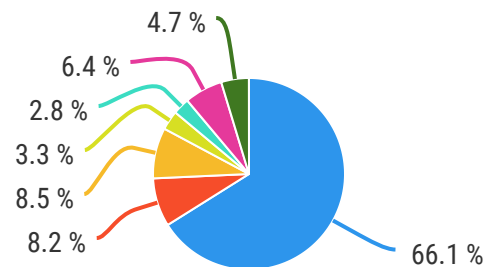
Other Income - Rentals, Grocery Cards, ERC, Endowment, Misc.

Transfer of Funds - Release of restricted funds (PPP, MDF, Courageous Love, etc.)

2021 Income Sources

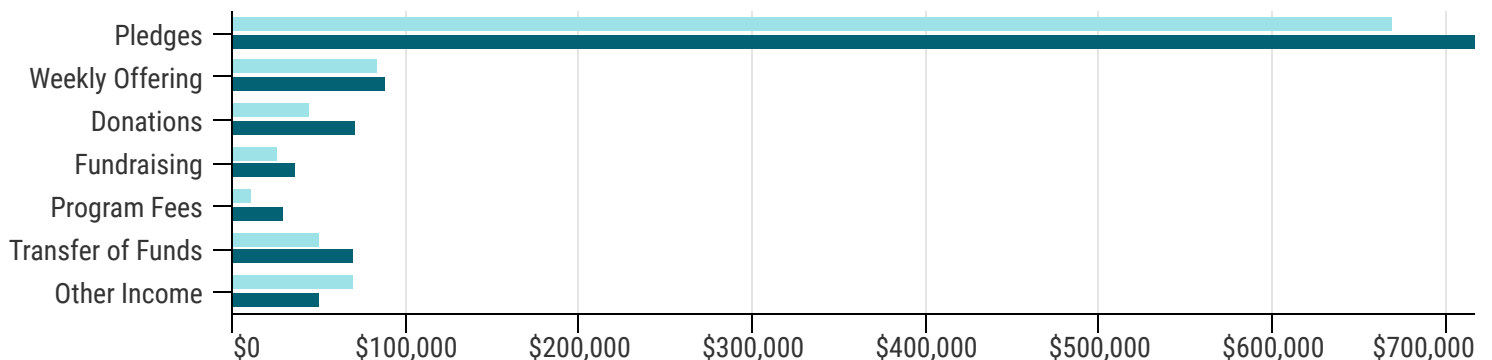


2022 Income Sources



● Pledges 
 ● Weekly Offering 
 ● Donations 
 ● Fundraising 
 ● Program Fees 
 ● Transfer of Funds 
 ● Other Income

● Pledges 
 ● Weekly Offering 
 ● Donations 
 ● Fundraising 
 ● Program Fees 
 ● Transfer of Funds 
 ● Other Income



● 2021 
 ● 2022



## Expenses

Expense	2021 Projected		2021 Budget	2022 Budget
Personnel	\$752,654	1% <b>under</b>	\$758,328	\$813,877
Program Supplies	\$38,806	4% <b>over</b>	\$37,247	\$47,620
Office Supplies & Technology	\$23,348	7% <b>under</b>	\$25,171	\$37,178
Consulting Services	\$32,597	19% <b>over</b>	\$26,400	\$40,300
Building Use	\$51,827	4% <b>over</b>	\$49,891	\$47,570
UUA Fair Share	\$24,006	4% <b>over</b>	\$23,000	\$24,000
Community Resourcing	\$48,705	4% <b>over</b>	\$46,500	\$52,500
Expense Totals	\$971,943	.5% <b>over</b>	\$966,537	\$1,063,045

## Income Notes:

- Major push in November and December of 2021 - we need \$160k of pledge income.
- We are assuming a 7% increase in all areas of operational income over the average of the last four years.
- Adding a Fiscal Sponsorship Fee for BIPOC Alliance
- Maintain Rental Income from New Thought Spiritual Community + minimal other
- Releasing \$20,000 of restricted funds.
- Special Fundraising campaign for new music director of \$30k (will need to be \$60k in 2023)

## Staffing Expense Notes:

- Staff members each receive a 2% COL increase (low considering 7% inflation), except Executive Team (Gretchen, Sean, Katie)
- Salary Increase for alignment with Colorado Nonprofit Salary Schedule for Communications Manager position.
- 17% increase in UUA health insurance premiums from 2021 budget.
- Sabbaticals for Eleanor and Sean require staff coverage.
- New Hire for Music starts in August
- Program Coordinator Position split into two positions; 3/4 Membership Coordinator + 1/2 time Administrative Assistant.
- Nursery Assistant + Childcare positions added back at partial capacity.
- Retain Kara (Children's Music) & Tanner (Broadcast Coordinator) as contractors.
- Consulting services for Music Project, Camp, Buckhorn

## Other Expense Notes:

- Reduced UUA Fairshare
- Light Snow Year
- Operational Office will require more supply expenses.

Budget Nets	\$ (11,920)	\$ (182)	\$ 0
-------------	-------------	----------	------

# 2022 Staffing Plan

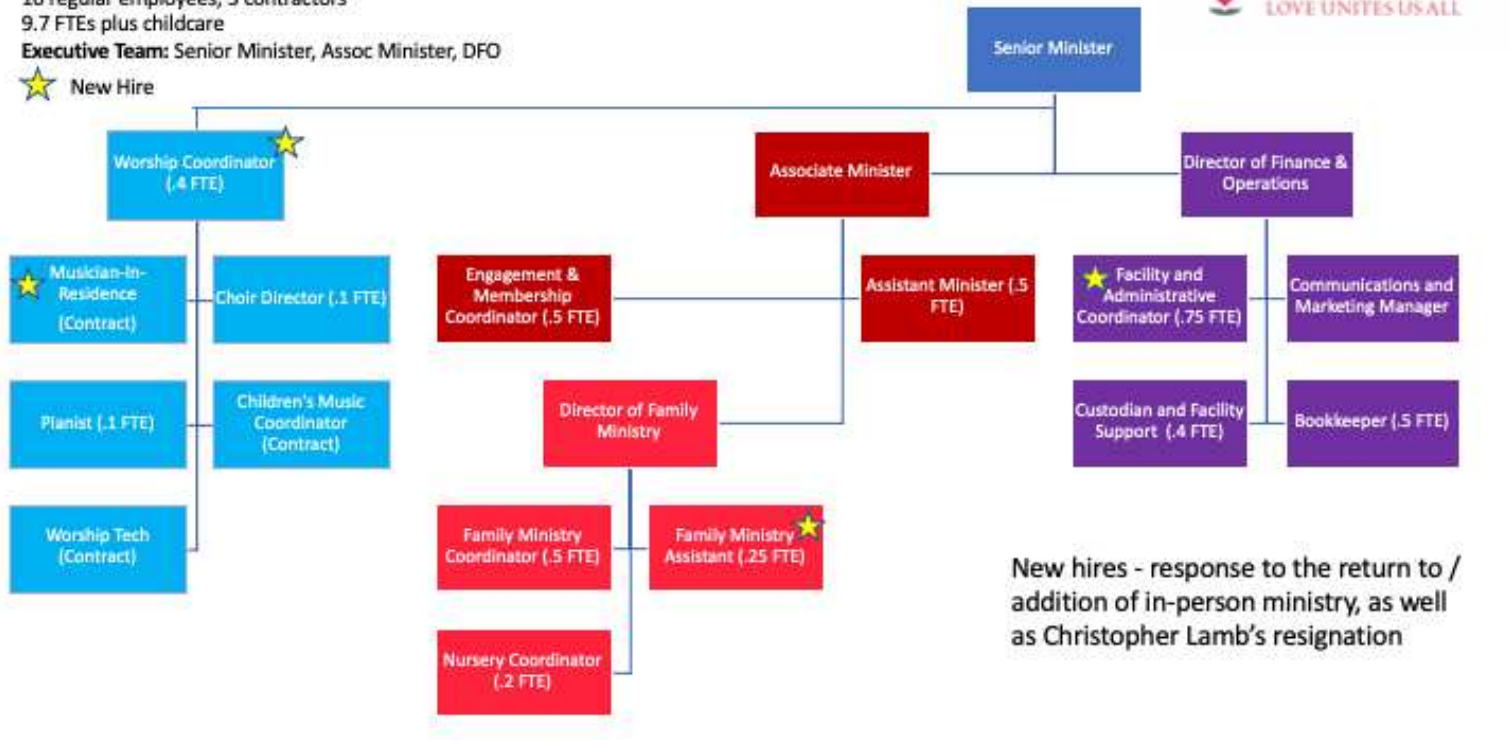
## Staffing Structure January - July 2022

16 regular employees; 3 contractors

9.7 FTEs plus childcare

Executive Team: Senior Minister, Assoc Minister, DFO

★ New Hire



- Additional Staff support planned for sabbaticals during May-October
- FT Music Director begins in August