



# EPISCOPAL FUND



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Director of Episcopal Services



# Episcopal Fund



GCFA, through the Episcopal Services Department, administers the Episcopal Fund



Why is GCFA the agency who administers the Episcopal Fund?



¶806 Fiscal Responsibilities of GCFA

All monies contributed by a local church to any of the general funds of the Church...



¶806.1.a The council shall make recommendations to the General Conference as to the amount and distribution of the Episcopal Fund...

# Episcopal Fund



## Who makes decisions about the Episcopal Fund?

- General Conference
- GCFA/General Agency & Episcopal Matters Committee
- COB/Finance Committee



## How are decisions communicated?

- Financial Commitment Book- Report No. 5
- Episcopal Fund Travel Policies and Procedures
- Meeting Minutes
- Press Releases

# Episcopal Funds Provides



# Episcopal Fund Provides



## Episcopal Office Grant

- Annual grant set each year by GCFA to be applied towards the operation of the episcopal office.
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- Paid quarterly in the Jurisdictions and monthly in the Central Conferences
- GCFA board will set the amount for the next year at the summer board meeting (typically in August)
- 2024 amount is \$80,845
- 2025 amount is \$82,462

## Housing Grant

- The Episcopal Fund will provide a grant annually to the annual conference to assist in the cost of providing an episcopal residence or housing allowance.
- Currently \$10,000 annually

# Episcopal Fund Provides

## Continuing Education

**Up to \$2,500 annually for Active bishops to:**



Expand and deepen a bishop's knowledge and understanding of their role and how to effectively carry out their responsibilities.



Sharpen and deepen gifts and skills to improve a bishop's ability and effectiveness to lead a conference to make disciples of Jesus Christ for the transformation of the world.

**Application for approval to be submitted to Episcopal Services at least 30 days prior to the event.**

**Application form is included in the Bishop's handbook or available from GCFA Episcopal Services**



# Episcopal Fund Provides

## Renewal Leave

“Every bishop in the active relationship shall take up to three months’ leave from his/her normal episcopal responsibilities, for purposes of reflection, study, and self-renewal, during each quadrennium....” ¶ 410.2 2012 Book of Discipline.

## Approval

- A request for a Renewal Leave shall be made to and approved by the college of the requesting bishop and reported to the Council, listing time, place, general purpose and plan
- The approved renewal leaves shall be forwarded to Episcopal Service as part of the minutes of the meeting at which they were approved



## Renewal Leave Cont.

**Normal compensation of salary and housing will continue.**

### **Travel during renewal leave is not reimbursable expense except as below:**

- The cost of transportation to and from the site of renewal leave at the most economical coach airfare or mileage at the established policy guidelines. Up to \$2,000 will be reimbursed for actual expenses for tuition and housing per quad. Meals are not a reimbursable expense. (new policy manual in approval process that would change this to a total of \$4,000 per quad for travel, housing and tuition)
- Any compensation or honoraria received from any activity during a renewal leave shall be reported and deducted from the amounts above.
- Travel expenses for meetings of the Council during a renewal require joint approval of the Council and GCFA

# Episcopal Fund Provides



## Membership Fees

**A maximum of \$1,000 annually, per active bishop, for the following:**

- Airline Club
- Credit Card Annual Fees
- Fee for travel programs such as TSA Pre-Check, Global Pass, Clear, etc.

*\* Travel costs for related interviews will not be paid*



## Office Equipment & Furnishing Grant

- The Episcopal Fund will reimburse the purchase of office equipment and furnishings for the episcopal office in an amount not to exceed \$10,000 per quadrennium for any one episcopal area.
- Maintenance of office equipment and supplies (ie: pens, paper) are office spending plan items
- Capital expenditures are not reimbursable

# Travel Expenses



# Travel Expenses

## Travel Expense Reimbursements

### Expenses are reimbursed based on:

- Travel Expense Policies and Procedures (approved by COB and GCFA)
- Report No. 5
- Decisions made by the COB or Finance Committee

- Approved assignments are listed in Brick River Chronicles for reference
- If not listed, we will need documentation (minutes) showing the assignment to reimburse expenses
- Special Requests must be submitted to the Finance Committee at least 2 weeks prior to each quarterly meeting to be considered
- Spouse expenses are not paid through the Episcopal Fund
  - \*Exceptions for orientation, moving and new area visits*

# Travel Expenses Covered



- Area Travel- any travel within the assigned episcopal area
- Moving expenses for newly elected or newly assigned bishops
- Full College of Bishops meetings (active only are not covered)
- Council of Bishops Meetings
- General Conference
- Jurisdiction meetings
- General Agency board and executive meetings as assigned by the COB
- Board of Trustees board and executive meetings as assigned by the COB or College
- Assignments within the jurisdiction boundaries by the College of Bishops
- Other travel as assigned by the Council of Bishops

# Travel Expenses **NOT** Covered



- Area Travel- any travel outside the assigned episcopal area *\*Exception- visits to seminary students from the episcopal area*
- Guest speaker at events outside the episcopal area, including other annual conferences
- Annual Conference events outside of the episcopal area (ie: mission trips, etc.)
- Commuting expenses to and from the office
- Board of Trustee meetings when at the invitation of other organizations and not by assignment from the COB or College
- Spouse travel expenses *\*Exception- new bishop orientation and first visit to newly assigned area*
- Gifts
- Meals for guests

# Questions?







# Thank You!



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**FINANCE & ADMINISTRATION**

General Council on Finance and Administration

THE UNITED METHODIST CHURCH