

January 1, 2021

Dear Colleagues,

Welcome to the 2020 Year-End reports! We are ready for you to enter and submit your 2020 statistics.

The deadline for completing this work is January 31<sup>st</sup>; please contact me if you are having problems, and I will try to help. If you go past the deadline, I will be contacting you to see how I can help, since we have to have our entire Conference Tables wrapped up by March 2021 in order to run Apportionment Grade Figures. You can contact me regarding your questions: [stats@umoi.org](mailto:stats@umoi.org). Or, call me at 208-794-7752. If I can't give you an immediate answer I will research it for you.

Start by printing off the "Overview" document; the "Tables 1, 2, & 3 - GCFA Detailed Instructions - 2020"; and the "Tables 1, 2, & 3 Additional Instructions - 2020" documents from the conference web site [www.umoi.org](http://www.umoi.org). Also print the "Church Guide for Ezra" from the web site. This document tells you how to set your password, print a table's template, enter your data and submit.

The Ezra website ( <http://ezra.gcfa.org> ) software application is where we do our statistics tables data entry. The "Overview" document tells you how to log-in at the bottom of page 1. Please read the message presented during login. It explains some new details. Once logged into Ezra, please read the FAQ (Frequently Asked Questions) document. It has some VERY good answers for questions that come up every year. The more you understand the more consistent you will be from year to year... which is one of our primary goals! The EZRA program has extremely good explanations on all lines of these reports. Re-read them as you do your data entry.

Don't skip over any lines – read them. Several areas seem to cause issues every year: One expense area is Pastor Compensation Allocation on Table 2, including Housing... Omissions here cause our team a lot of extra work trying to track them down! (See "EXAMPLE PASTOR SALARY WORKSHEET" - copy on reverse). Another area of confusion is where to document the various types of income – refer to "OPERATING INCOME EXAMPLES OIAC" on the website. It defines the lines on Table 3.

You can "Save" and stop work at any point and come back to the report if you are interrupted – if any of your entries has generated a "Warning", you are required to enter an explanation in the comments section before the page will save. (These explanations are for me to understand your answers.) You can also change your answers at any point prior to submitting it. Remember to save tables you have changed before moving to a new table or exiting Ezra. If you need to change something after submitting your tables, just give me a call and I will unlock your tables.

Please do your best to put the facts together. You should have most of the data necessary for these Tables already documented during your normal operation. Your Church's financial reports should show you your income and expense data. Your Charge Conference "Clergy Compensation Worksheets" contain many of the numbers you will need for Table 2

Statistics are only meaningful if everyone uses the same rules and instructions AND we are all consistent from year to year. The statistics that we gather each year help us in many ways: From the local church to the world wide church these numbers help us make decisions, moving us ever toward a more vital church. I want to thank you in advance for doing this number crunching.

Blessings,

Ted Wimer

Conference Statistician

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**SAMPLE CASE – EXAMPLE OF WHERE THE VALUES GO**

Data from the Charge Conference documents and benefit elections by pastor during the year used for payroll.  
 Note: Pro-rate amounts for mid-year appointment/compensation changes.

<b>COMPENSATION ALLOCATION</b>		<b>Operating Expenses</b>		<b>Paid To:</b>	<b>Statistics Table 2</b>	
Taxable Salary	\$28,000.00	28,000.00	Pastor		Line 41a, b, or c	32,000.00
UMPIP (403b pre-tax contribution)	\$1,200.00	1,200.00	Wespath			
Flexible Spending Account (MRA/DCA)	\$1,000.00	1,000.00	Conference			
Health Savings Account (HSA)	\$0.00	-	Conference			
Participant Health Premium	\$1,800.00	1,800.00	Conference			
Utility & Furnishings Allowance	\$5,000.00	5,000.00	Pastor		Line 42a, b, or c	18,000.00
<b>Cash Salary</b>	<b>\$37,000.00</b>					
Housing Allowance in lieu of Parsonage*	\$13,000.00	13,000.00	Pastor			
<b>TOTAL COMPENSATION</b>	<b>\$50,000.00</b>					<b>50,000.00</b>

\*For clergy living in a parsonage - the amount in Line 42a, b, or c will include the Utility & Furnishings Allowance and parsonage related expenses paid by the church (property taxes, maintenance, etc.)