

PARISH FINANCIAL SERVICES

NEWSLETTER

Inside this issue:

ACA 2015 update	2
Stewardship and Development workshops	2
Property & Construction notice: 2015 Tax statements	3
Archives: Local Catholic history	3
Positions available at Parishes	3
Flex-Plan services Benefit Decision guide	4-5
Flex-Plan services Benefit Comparison chart	6

Parish Annual Report is Coming Soon with changes!

On May 1, 2015 the 2014-2015 Parish Annual Report will be available for download at:

seattlearchdiocese.org/par

Upcoming changes:

- PDF Fillable Forms for completion on the computer or printed out by hand
- An option to submit the completed report online (paperless)

Details on the upcoming changes will be forthcoming.

The Parish Annual Report will be based on parish statistics between July 1, 2014 and June 30, 2015, so now is the time to get ready! **The Parish Annual Report is due August 15, 2015.** If you have any questions about the changes to the Parish Annual Report, contact Liz Madsen in the Chancellor's Office at 206-654-4655 or elizabeth.madsen@seattlearch.org

2015 Annual PAA Gathering Re-cap

We enjoyed two beautiful sunny days at the PAA gathering at the Archbishop Brunett Retreat and Faith Formation Center at the Palisades last week. Led with a welcome from Deacon Eric Paige and a morning prayer by Scott Bader we began our day with a presentation on "Parish Strategic Planning Effort" by Dennis O'Leary, Mary Beth Celio and Leigh Stringfellow. Next, our keynote speaker, Fr. Gary Zender conversed with us on Diversity and embracing it in our parishes. We then celebrated mass with Fr. Gary Zender in the Chapel.

After lunch, Rick Fersch presented elements of the "Engaged Church" in Stewardship; from the Missions office, J.L Drouhard and Kelly Hickman updated us on our efforts toward CRS and the Rice Bowl collection and the Schools department led a presentation geared towards school budgeting. We then dived into the changes of our Insurance program led by Frank Feeman and our representatives at Arthur J. Gallagher. To wrap up our evening, we caught up with each other at the social hour, perused through the goodies NW Catholic setup, broke bread together at dinner and had an evening prayer led by Scott Bader in the Chapel.

On day two, we hit the ground running with a presentation by Human Resources and the Benefits and Payroll office updating us on upcoming changes. We wrapped up our half day with a video from Tiffany Couch of Acuity Group on "Parish Best Practices" and an update from Scott Bader on Parish Financial Services. Overall, our time was jam-packed with many informational sessions, moments to connect names and faces, and a time to network with our peers. Next year, we hope to extend the time blocks for the presentations with important updates/policy changes looming on the horizon. Thank you to the wonderful staff and hospitality at the retreat center, and thank you to those of you who joined us this year!



The 2015 Annual Appeal is underway! Key things this week:

*** PASTOR LETTER OF SUPPORT mails April 21st**

*** PRESENTATION/ASKI WEEKEND, APRIL 25/26**

* Call your Witness Speaker to go over logistics for the coming weekend Masses.

* The **ASK** begins here – Make a strong **ASK** this Sunday and next Sunday – consider Smartphone use at Mass for parishioners to make their pledge/gift online.

* Ask for an electronic copy of the witness talk and put on your parish website after the presentation weekend.

Be sure to REPLENISH pledge envelopes and pencils in the pews and after ALL Masses.

Visit our **PARISH RESOURCES** page on our website for more details and/or for other useful items:

www.seattlearchdiocese.org/aca

If you have ANY questions, please contact us by phone or email. We wish you all great success this year and are here to support you in any way we can - thanks for all you do!

Maggie Stiles at 206-382-4274 or Monica Lewis at 206-382-4353 or toll free at 800-809-4921.

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Parish Reports Requests/General Inquiries

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Stewardship & Development

HOLD THE DATES – FREE Workshops & Lunch!

This June, the Stewardship & Development office is bringing in 2 key partners to help our parishes drive and improve communications as we journey together to grow the engaged Church! We hope that you will take advantage of these wonderful opportunities to learn about some specific best practices your parish can embrace to strengthen parish communications.

OPPORTUNITY #1 - OUR SUNDAY VISITOR Register today at <http://tinyurl.com/oswkshop>

WEDNESDAY, JUNE 3rd 9:30am – 3:00pm (Chancery, Isaac Orr room)

Have you been needing a starting point or a new look at what you are currently doing? We encourage you to come take a look! (You do not need to be an OSV customer to attend this.)

Parish Websites

Social Media

Offertory Envelopes

Online Giving

Increased Offertory

OPPORTUNITY #2 - myPARISH APP Register by email to steve.homiack@seattlearch.org

FRIDAY, JUNE 12th 10:00am – 2:00pm (Chancery, Isaac Orr room)

The Ways New Communication Tools Can Help You Build Stronger Communities of Engaged Parishioners!

Instead of using new technology to simply communicate information, learn how these new tools can help you cultivate parish conversation through a spirit of personal invitation - including helpful tips and practical take-home tasks.

Website Tips

Social Media Tips – Facebook, Twitter, YouTube

Management tools – Hootsuite, TweetDeck, Analytics

Hear from local parishes using the New App!

What can you do now?

Office of Property & Construction

Last minute Reminder: To those that received the 2015 tax statements (may include taxes, special fees or charges), a reminder that the first-half payments are due April 30th.

Local Catholic History with the Archives Office: Learn more about your local Catholic history

through our series of short histories "Holy Things, Holy People," written by Corinna Laughlin at St. James Cathedral. In 2010, the renowned British Museum in London produced a series of podcasts entitled "The History of the World in 100 Objects." The series traced the progress of humanity by exploring objects in the British Museum, from a Stone Age chopping tool to a solar-powered lamp. With this series of bulletin inserts from St. James Cathedral, we explore the story of the growth of the Catholic Church in the Pacific Northwest through significant objects found in local archives, including the Archives of the Archdiocese of Seattle, Providence Archives, Seattle University, and others.

<http://www.seattlearchediocese.org/Archives/History/diocese.aspx>

For Hire: PASTORAL ASSISTANT FOR BUSINESS/FACILITIES - St. Leo, Tacoma

Bi-lingual English-Spanish desirable. Resumes should be directed to: Fr. Steve Lantry, S.J., slantry@stleoparish.org, St. Leo Parish, 710 S. 13th Street, Tacoma, WA 98405, 253-272-5136.

For Hire: PASTORAL ASSISTANT FOR ADMINISTRATIONS-St. Bridget, Seattle

St. Bridget parish in Seattle is looking to hire a Pastoral Assistant for Administration.

Resumes should be directed to Fr. Stephen Okumu at 4900 NE 50th Street, Seattle, WA 98104-2800.

ARCHDIOCESE OF SEATTLE

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I'VE TRIED TO EXPLAIN THAT HE'S GOING TO BE
WITH ME FOREVER. BUT HE JUST DOESN'T GET IT



This benefit guide should assist you in making your tax-advantaged benefit selection to pair with the Archdiocese of Seattle's benefit package. The Archdiocese offers 3 different tax-advantaged health benefits to enroll into:

	FSA (Health Care Flexible Spending Account)	LIMITED FSA (Limited Health Care Flexible Spending Account)	HSA (Health Savings Account)
What does it Reimburse?	Medical / Dental / Vision   	Dental / Vision / Preventive   	Medical / Dental / Vision.   
Special Rules	For employees on the "Standard" medical plan or For employees that are not eligible for an HSA.	Can be paired with the HSA	Only for Employees who enroll in the CDHP medical plan.

The first step to determining which benefit you should enroll in is to choose a medical plan that fits you best. Once you've made that decision, you'll decide on the tax-savings benefit you'd like to participate in.

If you choose one of the "Standard" (PPO/HMO) Medical Plans, you're able to enroll in the **Health Care FSA**. No employer funds will be loaded into this account.

If you choose the CDHP Medical Plan, you can enroll into the **Health Savings Account (HSA)** as long as you meet the following conditions:

You qualify to enroll into an **HSA** if:

- o You are enrolled in the Consumer Driven Health Plan (CDHP)
- o You are not claimed as a dependent on someone else's taxes.
- o You are not covered by any other health insurance policies that are not considered CDHPs.
(This includes Medicare and unlimited Flexible Spending Accounts.)
- o Your spouse does not participate in an FSA or HRA through their employer.
- o You do not participate in the FSA through your employer.

If you meet these conditions, you will enroll into the **HSA** and will receive a \$750 contribution from the Archdiocese. Along with the **HSA**, you may also consider enrolling into the **Limited Health Care FSA** if you have expected dental, vision, or preventive expenses. You'll only want to enroll into the Limited FSA for a few different reasons:

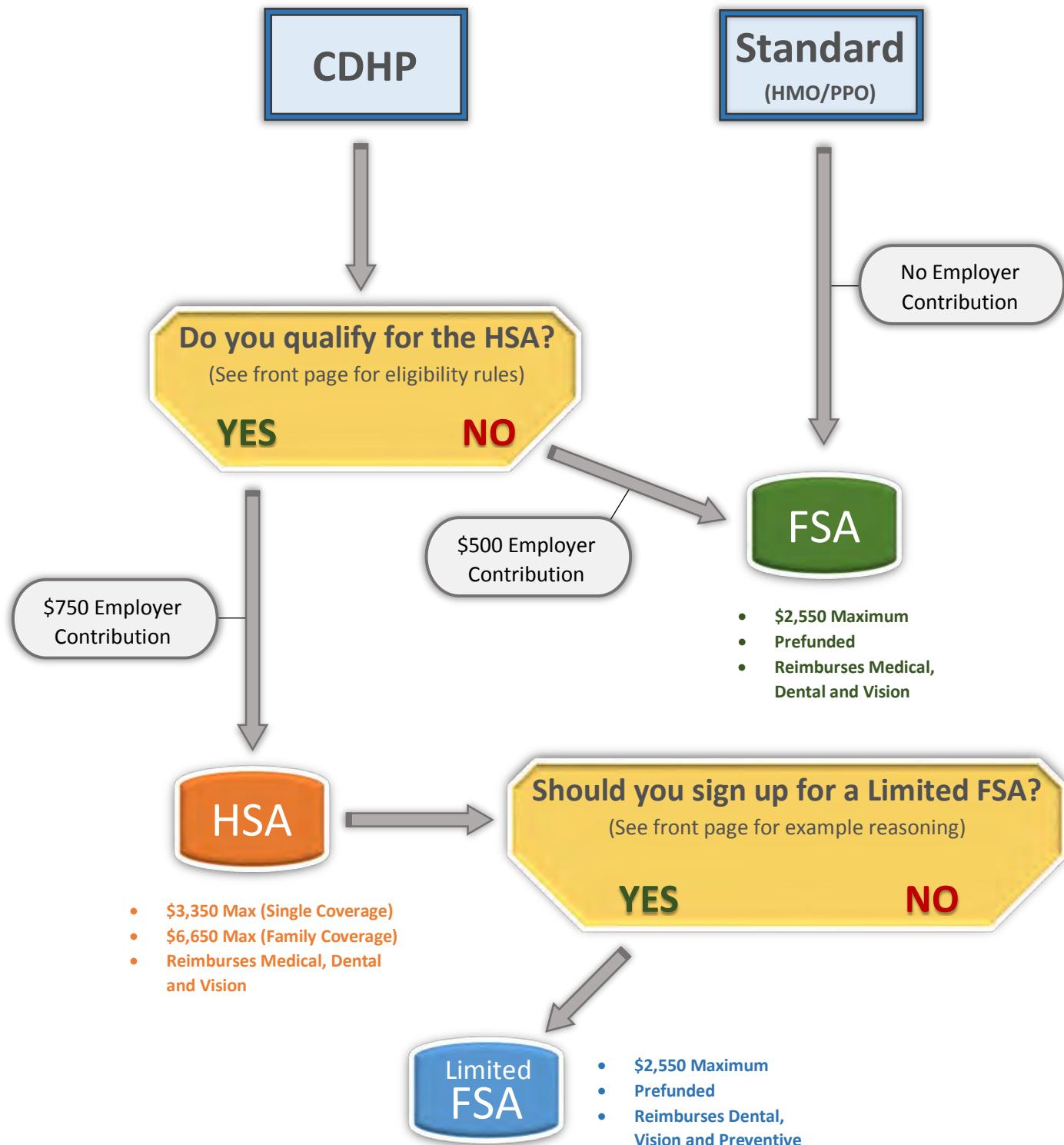
You should sign up for a **Limited FSA** if:

- o You're planning on contributing the maximum amount to the **HSA** and still have additional dental, vision or preventive expenses.
- o You have large expected dental, vision or preventive costs early in the plan year and would like to utilize the pre-funded feature that the **Limited FSA** provides instead of waiting for the funds to accumulate in the **HSA**.
- o You'd like to use your **HSA** as an investment/retirement vehicle or for future medical expenses and would like to utilize the **Limited FSA** for your predictable dental, vision and preventive expenses leaving the funds in the **HSA** untouched.

If you do not meet these conditions, you are able to enroll into the **Health Care FSA** instead and will receive a \$500 contribution (the IRS maximum employer contribution into an **FSA**) from the Archdiocese.

This Benefit Decision Tree acts as a visual aide to assist you in choosing the correct tax-advantaged benefit. This Decision Tree should be paired with the Flex-Plan Enrollment Guide to show the parameters, rules, and eligibility for the benefits.

Choose Your Medical Plan to get started:



SEE FLEX-PLAN'S ENROLLMENT GUIDE FOR MORE DETAILED BENEFIT DESCRIPTIONS



	HEALTH CARE FSA	LIMITED HEALTH CARE FSA	DEPENDENT CARE FSA	HEALTH SAVINGS ACCOUNT (HSA)
What's Eligible?	Medical, Dental, Vision, Orthodontia, and any "medically necessary" services or expenses. See a list here: http://www.flex-plan.com/home/elgexp.aspx	Dental, Vision, Orthodontia, and preventive services. See a list here: http://www.flex-plan.com/home/elglimithc.aspx	Costs associated with Day Care or Dependent Care costs while working. See a list here: http://www.flex-plan.com/home/dcexpen.aspx	Generally includes items that are meant to diagnose, cure, mitigate, treat, or prevent illness or disease. <i>Note: Same as the Health Care FSA's eligible expenses.</i>
Can I use my benefits debit card?	Yes – Keep your receipts as you may need to submit supporting proof for certain transactions. You may also submit claims for reimbursement.	Yes – Keep your receipts as you may need to submit supporting proof for certain transactions. You may also submit claims for reimbursement.	No – this is a reimbursement account and you will need to submit claims Online/Email/Fax/Mail. You may make claims for expenses one month in advance.	Yes – you have the ability to use your card to pay for expenses related to your HSA. You do not need to substantiate transactions but keep receipts in the event your account is audited by the IRS.
Do I Submit Claims? Online/Email/Fax/Mail Mobile App	Yes	Yes	Yes	No
Can I use the Smart Phone App?	Yes – submit claims and view account information.	Yes – submit claims and view account information.	Yes – submit claims and view account information.	No – this benefit is not available on the smart phone app.
Online Account Access?	Yes – you can view your account in real time and submit claims.	Yes – you can view your account in real time and submit claims.	Yes – you can view your account in real time and submit claims.	Yes – you can view your account in real time, reimburse yourself, pay a provider directly, and/or setup a payment schedule.
What happens to the funds at the end of the year?	Up to \$500 will carry over before Use-it or lose-it	Up to \$500 will carry over before Use-it or lose-it	Use-it or lose-it	Carries over from year to year
Tax-Free Benefit?	Yes	Yes	Yes	Yes
What happens if I terminate employment?	You will be able to submit claims incurred prior to termination.	You will be able to submit claims incurred prior to termination.	You will be able to submit claims for the remainder of the plan year.	The HSA bank account is owned by you and will be continue to be accessible to you after termination.