<u>Explanation of the Assessment Process in the Catholic Diocese of Lexington</u>

Chart of Accounts - Each revenue and expense account is set up as Assessable or Non-Assessable. This design of the Chart of Accounts allows Quick Books to produce a custom report for the Assessment calculation.

The Chancery provides detailed explanations and examples for the use of the accounts in an Excel format Chart of Accounts listing.

On this listing, Assessable accounts for the parishes and apostolates are easy to identify in **ALL CAPITAL LETTERS and BOLD PRINT**.

Assessable accounts for the schools are in ***ALL CAPITAL LETTERS, BOLD AND ITALIC PRINT.***

Assessment Rates – The assessment rates are on a progressive rate structure and based on **Gross Revenue. "Gross" means All Revenue.**

For Parishes the rates are:

  8.75% for locations with gross revenue less than $500,000

11.70% for locations with gross revenue from $500,000 to $1,000,000

13.9% for locations with gross revenue greater than $1,000,000

For Schools the rates are:

  7.15% for locations with gross revenue less than $500,000

  8.8% for locations with gross revenue from $500,000 to $1,000,000

  9.65% for locations with gross revenue greater than $1,000,000

Rates are based on Gross Revenue. "Gross" means All Revenue.

To calculate the assessment, determine the rate based on gross revenue.

Run the assessment report in Quick Books and multiply the bottom-line times the applicable percentage.

The Assessment provides funds for the offices and related ministries of the diocesan curia including but not limited to the Bishop, Chancellor, Vicar General, Vocations, Seminarians, Active and Retired Priests, Schools, Tribunal, Religious Education, Diocesan Property and Plant, Finance, Youth, Young Adult and Campus Ministries, Marriage and Family Life, Liturgy/Worship, Development, Hispanic and Multicultural Ministries, Ecumenism, Communications, Pastoral Life, Mission & Ministry, Respect Life, Permanent Diaconate and Deacon Formation.