



Western PA Conference
The United Methodist Church

Below is a copy of the letter that was sent with the 2020 Connectional Apportionment Worksheets:

Dear Friend in Ministry,

As you may know, legislation was passed at this year's Annual Conference to adopt a new, income-based apportionment formula beginning in 2020. We believe that an income-based apportionment formula is more Biblically sound, and is a first step in better aligning apportionments with congregational giving. The use of adjustment factors have been eliminated in an effort to make the calculation more straightforward.

Enclosed is the 2020 Connectional Apportionment Worksheet for your church, which is now based on the Annual Budget / Spending Plan line items (52a-52g); and is calculated based on the data submitted by your church for the 2018 year-end statistical report.

Given our historical focus on the expense reporting lines, we recognize that there may need to be some adjustments and/or reclassifications to amounts that have been reported. For example, funds raised specifically for capital improvements or acquisitions (including Debt Service/Mortgage Reduction) should NOT be reported in lines 52a-52g; however, these should be reported elsewhere (e.g., Line 53a – Capital Campaign).

Please review the amounts reported in the apportionment worksheet. To aid in this review, there are some reporting guidelines / clarifying information on the reverse side of this page. **If there are no items that need adjustment or reclassification, you do not need to do anything more.**

If you find that your church misreported or made an error, please do the following:

- Send an email to Roger.White@wpaumc.org and Ben.Harsch@wpaumc.org outlining the adjustments (e.g., amounts reported on lines 52a-52g to be changed, the reason for the change, the line on which the amount should have been reported, etc.). Please be sure to include your Church ID # in this communication. **If you do not have access to email, please contact Roger White by phone to discuss further.**
- ***If your church has already submitted adjustments or corrections, this will be reflected in the message directly underneath the "2020 Connectional Apportionment Worksheet" title. Please review the numbers to ensure that your adjustments have been captured.***

The Treasurer's Office will review the submitted adjustments and follow-up with any questions. Once finalized, a revised 2020 Connectional Apportionment worksheet will be issued. Since the EZRA system is closed for updates to 2018 data, please retain the changes you have made to assist in your 2019 year-end statistical reporting efforts.

Lastly, it is our ultimate goal to collect 100% of our Connectional Apportionment budget. If your church is able, please consider attaining a "Stretch Goal" by giving an additional 1% of your Annual Budget / Spending Plan income. Even if individual churches are unable to pay 100%, we can demonstrate the strength of our connection by supporting each District's efforts to reach 100%. ***All boats float in a rising tide.***

Thank you,

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