

## **V REGULATIONS FOR CONTRIBUTIONS FROM CONGREGATIONS IN THE PRESBYTERY OF INTERNATIONAL CHARGES (REGS V 2016) (AS AMENDED BY REGS III 2022)**

*Edinburgh 21 May 2016, Session I*

### **General**

1. All congregations within the Presbytery of International Charges (“the Presbytery”), are required to make a Contribution under the Congregational Contributions ‘Giving to Grow’ Regulations (Regs I 2022) (“Contribution”) to the total budget of the Church to be met by congregations, as determined by the General Assembly, in terms of these Regulations.
2. Each congregation shall transmit its required Contribution to the Presbytery annually in their local currency, unless permission is granted annually by Presbytery to allow payments to be made under some other arrangement, and Presbytery shall pay the total Contribution to the Stewardship and Finance Department in ten or twelve equal monthly instalments during the financial year by bank standing order.
3. It shall be the responsibility of the Financial Board of each congregation to inform the members of the congregation of the required Contribution and the ways in which this Contribution enables the worship, mission and service of the Church.
4. The Stewardship and Finance Department shall annually inform the Presbytery Clerk of shortfalls in Contributions from congregations within the bounds, both for the latest financial year and any accumulated totals for previous years. The Presbytery shall record all such shortfalls annually in the Minutes of the Presbytery and shall consult with the office-bearers of the congregations concerned.

### **Provision of Accounts**

5. To facilitate the process of calculating the required Contribution for each congregation, Financial Boards, as defined in the International Presbytery Act 2016, shall be required to send annually by 30 June to the Stewardship and Finance Department a copy of their Congregational Accounts for the previous financial year.
6. Where the accounts of a congregation have not been received by 30 June the Department will make a reasonable estimate of the income based on income of previous years. Where accounts are subsequently received this estimate will only be amended if materially different and only the current and subsequent years’ Contributions shall be amended.

### **Calculation of Contributions**

7. The required Contribution for each congregation shall be calculated by the Stewardship and Finance Department as 10% of the congregation’s Income Base.
8. The Income Base for each congregation shall include:
  - (a) General Fund income;
  - (b) Income specifically to meet the cost of ministries (including trust income with the exception of grants from the Salvesen Trust);
  - (c) Fabric Fund and Reserve Fund income;
  - (d) Net property rental income;
  - (e) Half of all gross income in excess of £10,000 received from outside agencies for the use of premises;
  - (f) Net income raised through giving online or through other digital means;
  - (g) Any other income which is available to meet the normal purposes of a congregation.

For the avoidance of doubt, legacies and the proceeds from the sale of property or investments, special collections for other charities and for specific major fabric projects and all grant income, including grants from the Salvesen Trust, shall be excluded from the Income Base.

9. The Income Base figure for the latest financial year, calculated as specified above in paragraph 8, shall be the base figure for calculating the required Contributions from congregations. Where the Income Base has been incorrectly assessed due to the Congregational Accounts not being fully compliant with relevant legislation and accounting practice, only the income of the current year and previous year will be corrected.

#### **Adjustment for Ministers' Costs**

10. The Contribution so calculated shall then be adjusted to take into account the local payment of ministers' employment costs. The percentage used to calculate this adjustment will be reviewed each year, dependent on the budget set by the General Assembly.
11. Where the local cost of providing a minister is substantially more than the equivalent cost in the United Kingdom then an agreement will be reached with the Assembly Trustees to reduce the assessed Contribution proportionately.

#### **Local Ecumenical Partnerships**

12. Where a congregation is part of a Local Ecumenical Partnership then an agreement will be reached with the other participating denomination(s) regarding how the assessed Contribution is allocated between the parties.

#### **Membership of Local Denomination/National Church**

13. Where a congregation is also a member of a local denomination or national church organization, a deduction of any membership contribution paid to the local denomination or national church organization may be made from the assessed Contribution up to a maximum of 50% of the assessed Contribution.

#### **Appeals**

14. The Governance Group of the Assembly Trustees shall appoint a Panel to adjudicate on any appeals from Congregations relating to the application of paragraph 8 above. Appeals on any other grounds shall not be permitted. (Full details of the appeals process are available from the Church of Scotland website.)

#### **Presbytery Allocation**

15. The Stewardship and Finance Department shall send to the Presbytery Clerk by 31 August each year a list of proposed Contributions calculated in accordance with these Regulations for congregations within the bounds of the Presbytery.

#### **Notification of Contributions to Congregations**

16. The Presbytery shall notify the congregations of their required Contributions for the following financial year not later than 15 November each year. The Presbytery shall also communicate by Extract Minute the required Contributions for congregations within their bounds for the following financial year to the Stewardship and Finance Department not later than 15 November each year.
17. The Stewardship and Finance Department shall then issue to Congregational Treasurers or their equivalent in December each year confirmation of the required Contributions for the following financial year.

### **Transition Funding**

18. The sum total of increases in Contributions for Congregations within a Presbytery between the last year of the previous Contribution system (2022) and that current year's requirement, will be made available as Transition Funding to Presbytery. This will be communicated when the list of proposed Contributions is issued to Presbytery. This funding will be available annually, for the first three years (i.e. in the years 2023 – 2025) of this Giving to Grow contribution system.
  
19. This transition funding may be used by the Presbytery to reduce the proposed Contributions for individual Congregations before these are finalised for the following year. This will be charged to the Church of Scotland General Fund.