



## Archdiocese of Seattle, Office for Catholic Schools

### GUIDELINE FOR REASONABLE FORMULA FOR SUBSIDY

#### **Commitment:**

Parishes represent the first and basic level of financial support to elementary schools. The mission of Catholic Schools in the Archdiocese of Seattle in collaboration with parish leadership, is to provide a Catholic education through excellent religious, academic and co-curricular programs, that is accessible to all. Therefore, all parishes, with or without a school, should cooperate in funding Catholic schools. Integral to the mission is sound budgeting that includes tuition assistance for needy families.

#### **Guidelines for parishes with a school :**

1. The parish should subsidize the school according to a reasonable formula to be determined by the pastor in cooperation with the principal.
2. The subsidy should be large enough to close the gap between the per-pupil cost of education and the school's regular sources of income of tuition, fundraising, and endowment.
3. In computing the subsidy consideration should be given to indirect subsidies and shared salaries for custodial services, utilities, use of space, and debt incurred through remodeling or adding buildings to the school facility.
4. The parish and school should cooperate in establishing a three-to-five year subsidy plan which establishes clear targets for anticipated enrollment, tuition and fundraising goals and ensures for fair contributions from both the parish and school.
5. The parish should not decrease the subsidy because of the school's successful fundraising efforts. A percentage of parish and school fundraising revenues should go toward the school's endowment fund.
6. A school should admit Catholic students from parishes without a school at the in-parish tuition rate. In return, a parish without a school should subsidize the host school in return according to the Guidelines for Parishes without a school set forth in the following section.
7. If a parish is unable to fund the subsidy for any reason, the pastor should inform the Superintendent, so that, if possible, alternative and supplementary funding can be found as soon as reasonably possible.

#### **Guidelines for parishes without a school:**

1. Parishes without a school, whose children attend a parish school, should subsidize the host school according to a reasonable formula determined by the pastor with these guidelines in mind.
2. The following is a suggested reasonable formula. The parish subsidy of the host school may be divided by the number of children enrolled in the school and then multiplied by the number of children from the sending parish. For example:

Parish subsidy of host school = \$110,000

Total students enrolled = 250

\$110,000 divided by 250 = \$440

Number of students from sending parish = 6

Total subsidy charge to the sending parish = \$2640

*Note: The "total subsidy" might be modified to include the indirect subsidy provided by the parish.*

3. In lieu of applying the reasonable formula, a sending parish may subsidize a parish school based on a percentage of the sending parish's ordinary income. To accomplish this, inter-parish agreements should be executed for a specific term and reviewed annually.

**Guidelines for setting tuition for non-Catholic Families:**

The above formula, or the true per-pupil cost, may be used in establishing tuition for non-Catholic children.

**Implementation:**

By September 2005, all parishes with schools will report to the Superintendent of Catholic Schools their policy for subsidizing their schools, the agreements in place with parishes without a school for helping to subsidize the school, and the rationale for the tuition charged to non-Catholic families.