



Archdiocese of St. Louis

*Blessed John XXIII Center
8300 Morganford Road
St. Louis, Missouri 63123*

Shared Accounting Services
p) 314.792.7111
jerryamsler@archstl.org

Parish Control Manual Changes Dated March 17, 2017

We made the following changes to the Financial Management and Control Manual for Parishes (PCM). All pages have a revised date of March, 2017 in the grid in the upper right-hand corner. We recommend reprinting from the website and replacing the entire contents in your Financial Management and Control Manual for Parishes (PCM).

1. Changed the Main Index to reflect all changes
2. Changed some names, titles and phone numbers in the Appendix
3. Changed 1.0 Parish Finance Councils, pp. 5, 11-12
4. Changed 2.0 The Budgeting Process, p. 3
5. Changed 3.1 Archdiocesan Accounting Policies pp. 2 – 8 with new pp. 2-9
6. Replaced Section 3.2.1 Parish High Level Chart of Account pp. 1-4 with new pp. 1-21
7. Changed 3.2.3 Archdiocesan Guidelines for Reporting Parish Fund Raising Revenues, p 1
8. Deleted 3.2.3 Archdiocesan Guidelines for Reporting Parish Fund Raising Revenues, pp. 2-3
9. Changed 3.2.4 CYC Fees
10. Changed 3.3 Parish Reporting Requirements to the Archdiocese of St. Louis
11. Changed 3.3.1 Parish Reporting Requirements
12. Changed 3.6 Software
13. Changed 3.7 Together We're Better Programs, pp. 1 – 6
14. Changed 3.9 Accounting Policy for School Tuition, p. 3
15. Removed 3.11 Accounting for Solar Panels and Grants
16. Replaced 5.0 Selected Canons on the Acquisition of Temporal Goods, p. 3
17. Changed 5.2 Archdiocesan Temporalities Policies, pp. 1 – 2
18. Changed 5.3.1 Financial Issues for Closing Parishes, p. 3
19. Changed 6.0 Overview, p. 1
20. Replaced 6.1 Internal Control Questionnaire, pp. 1-19
21. Replaced 7.2 Authorities for Approval-Accounting p. 1
22. Changed 8.3 Automated Clearing House (ACH), p. 1

23. Replaced 8.8 Procedures for Donating Securities, pp. 1
24. Replaced Section 9.1.1 Directory of Important Risk Management Telephone Numbers
25. Changed the index of section 10 to read Stewardship: Gift of Treasure
26. Changed 10.0 Introduction
27. Changed 10.1 Stewardship Education
28. Changed 10.2 Capital Campaign pp. 1-2
29. Changed 10.2.1 Donations of Real Estate
30. Changed 10.3 Planned Giving – Establishing Endowments pp. 1-2
31. Changed 10.4 Charitable Contributions pp. 2-4
32. Changed 10.6 Electronic Offertory Giving pp. 2-3
33. Changed 11.1 Consolidated Billing, p. 1
34. Changed 11.3 Annual Catholic Appeal pp. 1-2
35. Deleted 11.4 Returning God’s Gifts-Archdiocesan Endowments Fund
36. Changed 13.1.1 Guidelines on Selected Compensation and Employment Issues, p. 17, 19
37. Changed 13.4 Safe Environment Program, p. 1
38. Changed 14.1 Issues Related to Priests’ Compensation pp. 2 - 5, 7 - 8, 11
39. Changed 14.3 Priests’ Accountable Plans pp. 1 – 3
40. Changed 14.7 Seminarians and Transitional Deacons p. 1