

## Fiscal Affairs

### Mission & Goals

The mission of the Fiscal Office is to care for the finances of the diocese, to preserve and protect its assets, pay its debts and invest its income, keeping well-ordered records of all receipts and expenditures and current inventories of diocesan property. It is to develop and monitor the budget for the Central Administration of the Diocese of Worcester, to work collaboratively with the parishes and diocesan services with reference to their finances, and to report annually to the Bishop and the community of the faithful concerning the finances of the Diocese. It reports quarterly to the Diocesan Finance Committee, established by the Bishop to be his advisory council on financial matters. Accountability and transparency are the significant characteristics of the Finance Office.

- Develop and monitor the diocesan budget.
- Centralized accounting for central administration, Partners in Charity programs, central schools, CFP, cemeteries and national collections.
- Administer DEF operations and assets.
- Manage the property, liability and workers compensation insurance program for the parishes & diocesan facilities.
- Administer the health and retirement benefits for the parish and central administration employees.
- Administer payroll for central administration (including central schools) and advise parishes on payroll related matters.
- Oversee Priests' Retirement program.
- Manage diocesan and parish investments.
- Training for bookkeepers, pastors and finance councils.
- Provide accounting support to pastors and parish bookkeepers and maintain accounting and administration handbook for parishes.