



**The Diocese of Nova Scotia and Prince Edward Island**  
**Parochial Return Form**  
**Filing for the year ending December 31, 2023**  
**DEADLINE: March 31, 2024 (as per Canon 16)**

*The Parish of:*

*Parish Number:*

*Region Name:*

*Region Number:*

*Contact Person:*

*Contact Email:*

*Contact Phone:*

***The amounts below should populate automatically when you complete the schedules***

<b>Total revenue</b>				\$	-
Redemption of investments				\$	-
Receipt of loan proceeds				\$	-
Gross income				\$	-
Flow-through funds	4(1)(b)	(100%)	\$	-	
Income of a cemetery fund	4(1)(c)	(100%)	\$	-	
Bequests placed in investment funds	4(1)(d)	(100%)	\$	-	
Proceeds from sale of assets invested		(100%)	\$	-	
Grants reported as income	4(1)(e)	(100%)	\$	-	
Cost of fundraising	4(1)(f)	(100%)	\$	-	
Cost of rental properties	4(1)(f)	(100%)	\$	-	
Rectory costs	4(1)(g)	(maximum \$5,000)	\$	-	
Missional activities	4(1)(h)	(maximum \$3,000)	\$	-	
Capital improvements in expenses	4(1)(h)	(100%)	\$	-	
Capital improvements on balance sheet	4(1)(h)	(100%)	\$	-	
Grants deducted from improvements on		(100%)	\$	-	
Stipendiary costs	4(1)(h)	(26%)	\$	-	
Clergy travel	4(1)(i)	See Schedule 6-E	\$	-	
Christian education	4(1)(j)	(maximum \$1,000)	\$	-	
<b>Total exemptions</b>				\$	-
<b>Net parochial income</b>				\$	-



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We, the undersigned, certify that the information contained in this return is complete and correct to the best of our knowledge and believe that it agrees with the financial and other statements accompanying this return, and further, we certify that these statements have been received and adopted at our Parish and/or Congregational Annual Meeting(s). We also certify that the requirements of Sections 2 to 10 of Canon 37 (Parochial Finances) have been complied with and observed in this

Date:	_____	
Rector/Priest-in-Charge:	_____ (Print)	_____ (Sign)
Treasurer:	_____ (Print)	_____ (Sign)
Sr. Warden:	_____ (Print)	_____ (Sign)
Jr. Warden:	_____ (Print)	_____ (Sign)

## Parish Church and Related Organizations - Statement of Financial Position

T3010		Parish	Church or Fund A	Church or Fund B	Church or Fund C	Church or Fund D	ACW	Cemetery	Total
Line	Assets:								
4101	Current account								\$ -
4102	Short-term investments								\$ -
4100	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4120	Amounts receivable								\$ -
4140	Long-term investments								\$ -
4140	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Land and buildings</b>								
4157	- used for church purposes								\$ -
4158	- used exclusively for rental								\$ -
4155	Subtotal land and buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4170	Other assets								\$ -
4200	Total assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## Parish Church and Related Organizations - Statement of Financial Position

T3010		Parish	Church or Fund A	Church or Fund B	Church or Fund C	Church or Fund D	ACW	Cemetery	Total
Line	Liabilities:								
4300	Accounts payable								\$ -
4300	Accounts payable								\$ -
4300	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4310	Deferred revenue								\$ -
4310	Deferred revenue								\$ -
4310	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4320	Owing to related org.								\$ -
4320	Owing to related org.								\$ -
4320	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4330	All other liabilities								\$ -
4330	All other liabilities								\$ -
4330	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4350	Total Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



**Parish Church and Related Organizations - Statement of Operations - Revenue**

<b>T3010 Line</b>	<b>Canon 16</b>	<b>Parish</b>	<b>Church or Fund A</b>	<b>Church or Fund B</b>	<b>Church or Fund C</b>	<b>Church or Fund D</b>	<b>ACW</b>	<b>Cemetery</b>	<b>Total</b>
<b>4580</b>	Interest income								\$ -
<b>4580</b>	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4590</b>	Proceeds from sale of assets								\$ -
	Less: cost of assets sold								\$ -
<b>4600</b>	Net proceeds from sale of assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4610</b>	Rental income								\$ -
<b>4630</b>	Special events								\$ -
<b>4630</b>	Fundraising								\$ -
<b>4630</b>	Subtotal of fundraising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4650</b>	HST rebates *								\$ -
<b>4650</b>	Insurance claims								\$ -
<b>4650</b>	Grants (other than government)								\$ -
<b>4650</b>	Other non-receipted								\$ -
<b>4650</b>	Transfers in from funds								\$ -
<b>4650</b>	Total other income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4700</b>	Total revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

*\* Only if you have a line item on your income statement for HST rebates*

Additional information for diocese:

Proceeds from sale of assets invested	\$ -
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Parish Church and Related Organizations - Statement of Operations - Revenue

T3010 Line	Canon 16	Parish	Church or Fund A	Church or Fund B	Church or Fund C	Church or Fund D	ACW	Cemetery	Total
Redemption of investments									\$ -
Receipt of loan proceeds									\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Parish Church and Related Organizations - Statement of Operations - Expenses**

<b>T3010 Line</b>	<b>Canon 16</b>	<b>Parish</b>	<b>Church or Fund A</b>	<b>Church or Fund B</b>	<b>Church or Fund C</b>	<b>Church or Fund D</b>	<b>ACW</b>	<b>Cemetery</b>	<b>Total</b>
<b>4800</b>		Advertising & promotion							\$ -
<b>4810</b>	4(1)(i)	Clergy travel *							\$ -
<b>4810</b>		Other travel							\$ -
<b>4810</b>		Total travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4820</b>		Interest and bank charges							\$ -
<b>4830</b>		Licenses, dues							\$ -
<b>4840</b>		Office supplies							\$ -
<b>4840</b>		Postage							\$ -
<b>4840</b>		Telephone							\$ -
<b>4840</b>		Other							\$ -
<b>4840</b>		Total office expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>Rectory costs</b>							\$ -
<b>4850</b>	4(1)(g)	Utilities							\$ -
<b>4850</b>	4(1)(g)	Property taxes							\$ -
<b>4850</b>	4(1)(g)	Insurance							\$ -
<b>4850</b>	4(1)(g)	Maintenance							\$ -
	4(1)(g)	Total rectory costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>Rental property costs</b>							
<b>4850</b>		Utilities							\$ -
<b>4850</b>		Property taxes							\$ -
<b>4850</b>		Insurance							\$ -
<b>4850</b>		Repairs and maintenance							\$ -
		Total rental property costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



**Parish Church and Related Organizations - Statement of Operations - Expenses**

<b>T3010</b>	<b>Canon</b>	<b>Parish</b>	<b>Church or</b>	<b>Church or</b>	<b>Church or</b>	<b>Church or</b>	<b>ACW</b>	<b>Cemetery</b>	<b>Total</b>
<b>Line</b>	<b>16</b>		<b>Fund A</b>	<b>Fund B</b>	<b>Fund C</b>	<b>Fund D</b>			
<b>Other properties</b>									
<b>4850</b>	Utilities								\$ -
<b>4850</b>	Property taxes								\$ -
<b>4850</b>	Insurance								\$ -
<b>4850</b>	Repairs and maintenance								\$ -
	Total other property costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4850</b>	Capital improvements **	4(1)(h)							\$ -
<b>4850</b>	Total occupancy costs		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>4860</b>	Professional fees								\$ -
<b>4870</b>	Staff education								\$ -
<b>Stipendiary costs</b>									
<b>4880</b>	Salary	4(1)(h)							\$ -
<b>4880</b>	EI & CPP	4(1)(h)							\$ -
<b>4880</b>	LTD insurance	4(1)(h)							\$ -
<b>4880</b>	Pension	4(1)(h)							\$ -
<b>4880</b>	Other	4(1)(h)							\$ -
	Subtotal		\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
<b>Non-stipendiary costs</b>									
<b>4880</b>	Salary								\$ -
<b>4880</b>	EI & CPP								\$ -
<b>4880</b>	LTD insurance								\$ -
<b>4880</b>	Pension								\$ -



# Parish Church and Related Organizations - Statement of Operations - Expenses

**T3010**  
**Line**

**Canon**  
**16**

Parish

Church or  
Fund A

Church or  
Fund B

Church or  
Fund C

Church or  
Fund D

ACW

Cemetery

**Total**

Allowable exemptions

5% \$ -

\$ -

*\*\* Only if you have a line item on your income statement for capital improvements*

**MISSIONAL ACTIVITY (MA) is INTENTIONAL EFFORT of a Parish/Church to address (in pursuit of) any of the 5 MARKS OF MISSION**

The **MA EXEMPTION** is based on the **DIRECT and INCREMENTAL expenses** incurred by the Parish/Church associated with those **INTENTIONAL EFFORTS**

**Cost**

Mark #	Activity	Incremental Expense Description	Parish	Church or Fund A	Church or Fund B	Church or Fund C	Church or Fund D	ACW	Cemetery
Sub-Total Missional Activities			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**THE FIVE MARKS OF MISSION**

**1 Proclaiming the Good News of the Gospel (TELL)**

Examples: Summer camps, Vacation Bible Schools; Summer Book Clubs, Community Worship & BBQ; Worship @ Campground, on the beach, in public park, Spirituality on Tap, pub gathering to discuss ethical/faith topics; Free hotdogs & pop at soccer games, available as 'chaplains' to parents, coaches and kids. Seniors' friendship group meets for breakfast & share a devotional; Mental health support group, offers pastoral prayer for healing, hope; Free sewing classes with leaders introducing prayer; Workshops on planning funerals, wills, etc.; Diocesan Youth Conference and Encounter weekends; GriefShare, DivorceCare and Single & Parenting series; Movie discussion nights; Ashes-to-Go (Ash Wednesday); Christmas Caroling in the town square; Prayer shawl ministry; Welcome baskets to new residents; Celebration cakes for people having their final cancer treatment; 'Thank You' cards and muffins to local businesses.

**2 Teach, Baptize and Nurturing new disciples (TEACH)**

Examples: Alpha Course; Dinner Church; Sewing Community Together; Small group studies on themes related to stress, grief, parenting, etc.; Couples enrichment weekends; Meditation and contemplative prayer groups; Cursillo retreats, reunions; Bible studies (ex. Animate, Living Faith, Living the Questions, etc); Workshops on labyrinths, art & prayer, choir singing, etc.; Christian book clubs; Baptism & Confirmation preparation (ex. Pilgrim); Messy Church multi-generational worship; 'I Intend' discipleship/stewardship series; 'Revive: Equipping Lay Leaders to be Spiritual Leaders' program; Education For Ministry course; Godly Play; The Parenting Children and Parenting Teens courses.

### **3 Responding to Human Need (TEND)**

Examples: Clothing Bank, Food Bank, Soup Kitchen; Paying for power/oil, food, prescriptions; Sponsoring kids for a summer camp; Free tax preparation; English-as-a-Second Language classes; Christmas hampers; Missions to Seafarers shoeboxes; Drives to appointments for elderly, people with disabilities; Cooking classes; Odd-job squad; Community clean-up; Knitting pneumonia vests, Izzy dolls; PWRDF; Free hall rental for Brownies, Beavers, Guides, Scouts, Alanon, AA, NA, etc

### **4 Challenging Unjust Structures (TRANSFORM)**

Examples: Community Event to Educate on Current Issues of Injustice (ex. use of pronouns related to LGBTQ Community); Participate in PRIDE celebrations, parade; Blanket Exercise, etc., to educate about Indigenous issues; Involvement in Youth Justice Diversion program; Support for John Howard, Elizabeth Frye Societies, Stepping Stone; Refugee sponsorship; Special events for Black History Month; Workshops on mental health awareness, human trafficking, etc.; KAIROS Canada; Ethical investing; Social enterprise projects

### **5 Safeguarding the Integrity of Creation (TREASURE)**

Examples: Tree Planting Session; Use of Compostable Utensils and Plates; Education on Greening your Home/Church, Living a Plastic-Free Life, Reducing Paper and Copies; Eco-Justice Fairs; Green cemetery; Community gardens; Ugly Food campaign; Alternative energy workshops .