



Archdiocese of Seattle

2025–2026 Budget Planning Guide

The information contained in this guide is intended to assist you in developing your 2025–2026 parish and/or school operating budgets. The information is divided into the following sections:

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Contact Information for Questions

The following main contacts are regularly monitored by teams during business hours: Monday – Friday from 9am – 5pm.

- **Human Resources:** humanResources@seattlearch.org | 206-382-4570 | 800-261-4749
- **Payroll Services:** payrollservices@seattlearch.org | (206) 274-7662
- **Benefits Services:** benefitsservices@seattlearch.org | (206) 382-4566
- **Parish Financial Services:** parishfinancialsvcs@seattlearch.org | (206) 382-7316
- **Office of the Vicar for Clergy:** nicholas.schoen@seattlearch.org | (206) 382-2060

I. Calendar

The schedule for billings is:

JULY - Property, Liability & Vehicle Insurance, Priest Medical, Priest Pension

AUGUST - Annual Parish Assessment

OCTOBER - School Billings

JANUARY - Lay Pension

Archdiocesan Annual Assessment – either:

-1/10th of the assessment withdrawn from general operations PRF account on the last business day of each month from September through June, in equal amounts (parish must let PFS know by 9/25), OR

-the total amount will be paid in full by ACH or check, mailed to the Chancery, including a check processing charge (if paid by check instead of ACH), must be received by noon on Monday 12/29, OR

-the total amount will be withdrawn from the general operations PRF account on December 30 of the 25-26 fiscal year.

Semi-Annual Property Tax (including any fees/assessments owed to the jurisdiction) - **either:**

-will be paid in full by ACH or check, mailed to the Chancery, before the last business day of March and September, including a check processing charge (per check), OR

-withdrawn from PRF general operations accounts on the first business day of April and October, to cover the semi-annual taxes.

Property & Liability Insurance - either:

-the total amount will be paid in full by ACH or check, mailed to the Chancery, including a check processing charge (if paid by check instead of ACH), must be received by Thursday 8/28 OR

-the total amount of Property & Liability Insurance will be withdrawn from general operations PRF account on August 29 of the 25-26 fiscal year.

The Accounting office can also do a sweep from parish checking for any of the above. Contact the Accounting department at accounting.department@seattlearch.org.

Please note:

- *A 3.75% monthly interest charge will be added to overdue accounts.*
- *If you are unable to pay your invoices on time, please contact us as soon as possible.*

PRF accounts without sufficient funds to pay these bills will have the funds advanced as a PRF operating loan and the parish will be charged an interest rate equal to the higher of the PRF loan or savings rate. PRF operating loans must be repaid in full by June 30 of each fiscal year.

II. Lay Compensation and Benefit Guidelines

Benefits

While many employers in Washington state are seeing double digit increases in medical premiums, we continue to negotiate for the best rates possible. As a result, there will be no rate increase for employer benefits costs for the upcoming plan year. Employees will not have an increase in Chirstian Brothers premiums; however, employees will experience an increase in Kaiser dental and vision. The actual rates and the final costs for employees will be shared as soon as they are available.

Compensation

For fiscal year 25/26 a new market assessment was conducted for many of the key parish jobs. In addition, the salary range structure was adjusted to account for the State increase in the minimum wage. The result is that many jobs moved into new ranges or levels. Please take time to review the updated salary ranges provided in this letter and examine where jobs were placed so that you can properly account for salary increases. Also, please remember to annualize part-time salaries to determine an accurate assessment of pay with the updated ranges.

Based on current economic indicators and compensation data from Puget Sound nonprofit organizations, we recommend that parishes implement the following:

- Plan for a 2.5% to 3.5% increase in the payroll budget to fund salary adjustments. Each parish is encouraged to do what makes sense for its location. Increases to staff compensation, if any, are administered locally considering the resources available to the parish. If budget allows, a higher percentage is encouraged if increases have been lower in prior years.
- Please avoid using an across-the-board cost of living approach to salary increases. Instead, start by prioritizing increases for staff who fall below the minimum in their salary ranges. There should be a priority placed on ensuring that all staff are paid within their salary range. Remaining budget should be applied to move staff below mid-range higher in the range and/or offer an across-the-board adjustment. The following considerations should be factored in when determining salary adjustments:
 - Time in role (versus overall tenure), as well as the scope and critical nature of the role.
 - Performance (are there performance issues or concerns or are expectations met or exceeded).
 - Internal equity (employees in similar roles with unaccounted for differences in salary should be addressed). If you are able to evaluate equity across the parish family, making adjustments to bring like employees to similar pay amounts across the family is advised.

Please note that there are many legitimate reasons that employees in similar roles may make differing amounts of money. For example, an employee with 20 years in a role and performing well should likely be paid at a higher rate than an individual with 10 years in the same role and performing well. An employee who has more responsibility such as managing others, would earn more than a comparable employee who does not manage others. A more complex parish operation (school, multiple properties) might also warrant a higher rate of pay than a less complex operation. An employee who has performance concerns or issues may not receive an increase in salary versus someone who does not.

The following data offers a look into the local labor market and other factors to provide additional context for compensation decision making:

- Washington state minimum wage: \$16.66/hour, Seattle minimum wage: \$20.76/hour.
- Washington state COLA increase: 2.3% (lowest increase in 4 years).
- Labor Market Pay Budget Adjustment Forecast for NW non-profit employers for 2025 +3.2%.

Employer Labor Costs

We are pleased to share that due to efficiencies realized from consolidating pay cycles as well as efforts to more fully integrate Paycom functionality, we can pass on an overall reduction of \$500,000. Efficiencies in leave administration and lower post-pandemic unemployment experience has also resulted in a reduction in expense.

As a result, the employee labor cost for FY25/26 will be reduced to **2.15%** (current fee is 2.85%).

As a reminder, Worker's Compensation, Integrated Payroll Benefits Services operating expense (including Paycom costs), leave administration, and Unemployment Insurance claims charges and administration are consolidated into a single employer labor fee based on a percentage of payroll, as calculated for calendar year, and swept monthly on the 5th of each month.

Please note that the methodology for the calculation of payroll will be adjusted for the upcoming fiscal year to better account for transfers from one location to another.

Summary

The key points for FY25/26:

- There will **no** increase in employer benefits rates.
- The recommended increase for the payroll budget is 2.5% to 3.5%.
- Salary ranges have been updated and tested for market competitiveness. Review is suggested.
- The flat labor fee will be reduced to **2.15%** from 2.85% primarily based on savings from Paycom.

PROPOSED SALARY RANGES PARISH ZONE 1 (Seattle Metro)							Key Parish Position Grade Assignments
Grade	Hourly Min	Hourly Mid	Hourly Max	Annual Min	Annual Mid	Annual Max	
1	\$20.76	\$27.51	\$34.25	\$43,181	\$57,215	\$71,248	Custodian, Housekeeper, Groundskeeper, Front Desk/Receptionist
2	\$21.38	\$28.33	\$35.28	\$44,476	\$58,931	\$73,386	Bookkeeper, Maintenance Person, Administrative Assistant I
3	\$22.02	\$29.18	\$36.34	\$45,811	\$60,699	\$75,587	Administrative Assistant II
4	\$22.91	\$30.35	\$37.79	\$47,643	\$63,127	\$78,611	Pastoral Assistant (all areas unless mentioned specifically below)
5	\$23.82	\$31.56	\$39.31	\$49,549	\$65,652	\$81,755	Office Manager, Pastoral Assistant for Stewardship
6	\$24.55	\$33.14	\$41.73	\$51,063	\$68,935	\$86,806	Parish Technology, Facilities Supervisor I
7	\$25.78	\$34.80	\$43.82	\$53,616	\$72,381	\$91,147	Pastoral Assistant for Administration I
8	\$27.07	\$36.54	\$46.01	\$56,297	\$76,000	\$95,704	Accountant, Pastoral Assistant Faith Formation II
9	\$28.69	\$38.73	\$48.77	\$59,674	\$80,560	\$101,446	
10	\$30.41	\$41.05	\$51.70	\$63,255	\$85,394	\$107,533	Facilities Supervisor II
11	\$32.24	\$43.52	\$54.80	\$67,050	\$90,518	\$113,985	Pastoral Assistant for Administration II
12	\$34.49	\$46.56	\$58.64	\$71,744	\$96,854	\$121,964	Pastoral Associate, Regional PAA
13	\$36.91	\$49.82	\$62.74	\$76,766	\$103,634	\$130,502	
14	\$39.49	\$53.31	\$67.13	\$82,139	\$110,888	\$139,637	Director of Operations, Director of Pastoral Ministries

PROPOSED SALARY RANGES PARISH ZONE 2							Key Parish Position Grade Assignments
Grade	Hourly Min	Hourly Mid	Hourly Max	Annual Min	Annual Mid	Annual Max	
1	\$16.66	\$24.76	\$27.49	\$34,653	\$51,493	\$57,177	Custodian, Housekeeper, Groundskeeper, Front Desk/Receptionist
2	\$18.33	\$25.50	\$30.24	\$38,118	\$53,038	\$62,895	Bookkeeper, Maintenance Person, Administrative Assistant I
3	\$20.16	\$26.26	\$33.26	\$41,930	\$54,629	\$69,184	Administrative Assistant II
4	\$20.61	\$27.31	\$34.01	\$42,879	\$56,814	\$70,750	Pastoral Assistant (all areas unless mentioned specifically below)
5	\$21.44	\$28.41	\$35.37	\$44,594	\$59,087	\$73,580	Office Manager, Pastoral Assistant for Stewardship
6	\$22.09	\$29.83	\$37.56	\$45,956	\$62,041	\$78,126	Parish Technology, Facilities Supervisor I
7	\$23.20	\$31.32	\$39.44	\$48,254	\$65,143	\$82,032	Pastoral Assistant for Administration I
8	\$24.36	\$32.88	\$41.41	\$50,667	\$68,400	\$86,134	Accountant, Pastoral Assistant Faith Formation II
9	\$25.82	\$34.86	\$43.90	\$53,707	\$72,504	\$91,302	
10	\$27.37	\$36.95	\$46.53	\$56,929	\$76,855	\$96,780	Facilities Supervisor II
11	\$29.01	\$39.17	\$49.32	\$60,345	\$81,466	\$102,587	Pastoral Assistant for Administration II
12	\$31.04	\$41.91	\$52.77	\$64,569	\$87,168	\$109,768	Pastoral Associate, Regional PAA
13	\$33.22	\$44.84	\$56.47	\$69,089	\$93,270	\$117,451	
14	\$35.54	\$47.98	\$60.42	\$73,925	\$99,799	\$125,673	Director of Operations, Director of Pastoral Ministries

Zone 1 includes King, Pierce, and Snohomish Counties. Zone 2 includes locations outside Zone 1.

III. Priest Remuneration and Benefits

Allowances

Housing: Housing should be provided by the parish, whether on-site, or in an off-parish property (and rented in the parish's name). Note that each year the parish should issue a letter to the priests that have parish provided housing detailing the value of the housing. Priests with an exception granted by the archbishop to reside in their own housing are provided a \$25,000 annual combined housing & food allowance from their parish (GL account 5245).

Food: \$785 per month for priests living in housing provided by the parish (GL account 5248).

Housekeeping/Cooks/Shoppers/Food and Compensation: Housekeeping paid for by the parish is treated as part of the housing compensation and included in the value of housing provided to the priest. Costs for cooks/shoppers paid for by the parish should be reimbursed to the parish from the priest's food allowance, and costs in excess are reimbursed to the parish by the priest.

Auto: Priests may opt to receive the mileage allowance under either of the below options:

The taxable allowance by month is calculated at 300 x current IRS Rate (GL account 5247). As of January 2025, the rate is \$0.70 per mile or \$105/pay period (paid 24x year) or \$210 per month.

Any work-related miles driven over 300 miles may be reimbursed at the current IRS rate with supporting documentation submitted monthly (GL account 6410). This reimbursable portion is paid via accounts payable (check) and not included on pay statements.

OR

The reimbursable monthly rate will be calculated at 1,000 x current IRS Rate, (GL account 5247). As of January 2025, the rate is \$0.70 per mile or \$350/pay period (paid 24x year) or \$700 per month.

Any actual work-related miles driven over 1,000 miles may be reimbursed at the current IRS rate with supporting documentation submitted monthly (charge to GL account 6410). This accountable portion is paid via accounts payable (check), and not included on pay statements.

Visiting Priests Remuneration

Weekend Mass: \$150 per Mass to a maximum of \$600 per weekend. Full weekend is based on the potential of presiding and preaching at all regularly scheduled masses and hearing scheduled confessions. Appropriate provision is to be made for meals.

Confession (alone – not part of a 'Weekend Mass' situation as above): \$75.00.

Daily Mass: \$100 per mass.

Weddings and Funerals: \$200 per wedding or funeral when a priest is requested by the parish to take the place of the pastor or parochial vicar who is absent from the parish.

Mileage for all visiting priests: Current IRS business rate per mile for actual miles driven.

Cellphones

Option 1: Priest is reimbursed up to a maximum of \$75 per month for using his personal cellphone.

Option 2: Priest has a cellphone provided and paid for by the parish for business use only. This phone is separate from a priest's own private cellphone.

Retirement and Pension Contributions

Retirement/403b plans: Parish will match \$1 for every \$4 contributed by the priest, to a maximum of \$3,500.

Pension Contribution: Parish cost of priest pension plan is reduced to \$3,000 this year.

Priest Medical Costs: Parish cost of priest medical plan will remain at \$12,000 this year.

Priest Tax Equity Reimbursement

The Tax Equity Reimbursement process will be calculated internally at the Chancery and given to the Payroll office to be reflected in the paycheck for the first pay period in July 2025. An imputed number is used for housing value (\$24,000 for King and San Juan County, \$18,000 for Clallam, Cowlitz, Grays Harbor, Lewis, and Pacific County resident priests, and \$21,000 for the remainder. If you wish us to use the value of your housing as given to your priests by the parish finance council, please contact Scott Bader at scottb@seattlearch.org before June 1.

Benefits and Special Billings for Clergy

- | | |
|----------------------------------|---------|
| • Continuing Education – Priests | \$1,000 |
| • Priest Days | \$650 |
| • Priest Retreat | \$790 |
| • Continuing Education – Deacons | \$700 |
| • Deacon Retreat | \$625 |
| • Deacon Convocation | \$660 |

PRIEST SALARY

Priest salary tables are unchanged from last year). The Chancery will submit a PAF to Paycom based on the increase information provided to them by Office of the Vicar for Clergy. (E.g. priest's moving up one year on the salary scale because of years since ordination.)

Parochial Vicar Salary Scale			
Based on Years Since Ordination & Parish Size			
	<1000	1001-2000	2000+
1	17,750	18,105	18,467
2	18,105	18,467	18,836
3	18,467	18,836	19,213
4	18,836	19,213	19,597
5	19,213	19,597	19,989
6	19,597	19,989	20,389
7	19,989	20,389	20,797
8	20,389	20,797	21,213
9	20,797	21,213	21,637
10	21,213	21,637	22,070
11	21,637	22,070	22,511
12	22,070	22,511	22,962
13	22,511	22,962	23,421
14	22,962	23,421	23,889
15	23,421	23,889	24,367
16	23,889	24,367	24,854
17	24,367	24,854	25,351
18	24,854	25,351	25,858
19	25,351	25,858	26,376
20	25,858	26,376	26,903
21	26,376	26,903	27,441
22	26,903	27,441	27,990
23	27,441	27,990	28,550
24	27,990	28,550	29,121
25+	28,550	29,121	29,703

Parish size is number of families in all parishes and missions. Simplified for this year

If taking mass stipends, reduce salary by \$5,000 per year

Pastor or Priest Administrator Salary Scale Based on Years Since Ordination & Parish Size				
	<1000	1001-2000	2000+	
1	21,150	21,573	22,004	Parish size is number of families in all parishes and missions. Simplified for this year
2	21,573	22,004	22,445	
3	22,004	22,445	22,893	
4	22,445	22,893	23,351	
5	22,893	23,351	23,818	
6	23,351	23,818	24,295	If taking mass stipends, reduce salary by \$5,000 per year
7	23,818	24,295	24,781	
8	24,295	24,781	25,276	
9	24,781	25,276	25,782	
10	25,276	25,782	26,297	
11	25,782	26,297	26,823	Elementary School +\$2,000 per school (paid by school)
12	26,297	26,823	27,360	
13	26,823	27,360	27,907	
14	27,360	27,907	28,465	
15	27,907	28,465	29,034	
16	28,465	29,034	29,615	Part-time chancery position \$1,500 (paid for by chancery)
17	29,034	29,615	30,207	
18	29,615	30,207	30,812	
19	30,207	30,812	31,428	
20	30,812	31,428	32,056	
21	31,428	32,056	32,697	
22	32,056	32,697	33,351	
23	32,697	33,351	34,018	
24	33,351	34,018	34,699	
25+	34,018	34,699	35,393	

IV. Assessment and Other Extraordinary Fees

Stock Transfer Charges

The fee for processing stock donation is 2% of the value, to maximum of \$5,000 per transaction, for locations who do not pay the annual parish assessment on their income (e.g., schools).

Parish Revolving Fund

Lending interest rate for PRF loans is currently 2.25%, (for all borrowers, new and old) and the savings rate is 3.75%. Rates are subject to change based on market conditions and the PRF Commission will continue to review rates and performance on a quarterly basis.

Annual Archdiocesan Parish Assessment for 2025-2026

Parish Financial Services will begin calculating the FY 25/26 Assessment on August 16, 2025 based on FY 24/25 financial information pulled through Qvinci. **All financial data for FY 24/25 must be final by the Parish Annual Report due date of August 15, 2025.**

All data needed to calculate the assessment must be in the financial statements; otherwise, it will not be included in the assessment calculation. All school support, including indirect support, must be reflected in the financial statements of both school and parish to be deducted. All increases in fixed assets for purposes of the capital deduction must be shown in the 15xx accounts. Actual lease expenses and fundraising expenses over 15% of the lease or fundraising income must be reflected in the financial statement. (Note: we are not accepting data brought to our attention that are not in the financial statements, unless they make a correction in the GL. This includes indirect school support).

We anticipate the assessment rate will stay at 8.95% of assessable income. For information on how assessable income is calculated, see the archdiocese website, in the Finance section, towards the bottom.

Extraordinary Services

When engaging the Property and Construction group for extraordinary services related to purchasing, selling, leasing, or major construction projects, parishes are responsible for their related legal costs (as per AF 62.a) and will be informed of and charged for the services of consultants, brokers, or legal fees related to these specific transactions or activities (AF 46).

IV. School Billings

School Billings Estimate for 2025-2026

Per Student Fees			
Level I Catholic School - Elementary	0.435% (Cap: \$70.80)	The Student Fee funds approximately 35% of the OCS Operations to support all Catholic Schools, including professional development offerings throughout the year.	$[\text{rate}] \times [\text{stated tuition}] \times [\text{enrollment}] = \text{final assessment}$
Level I Catholic School - Secondary	0.143% (Cap: \$44.25)		
Level II Catholic School - Elementary	0.304% (Cap: \$70.80)		
Level II Catholic Schools - Secondary	0.114% (Cap: \$44.25)		
WA State Catholic Conference	To fund staff who will lobby in support of Catholic schools	The WSCC Fee supports the political lobbying efforts for Catholic Schools	\$2.56
Student Accident Insurance	It is estimated that this fee will remain the same for next year.	Student Accident Insurance is a pass-through account.	\$2.683
Standardized Assessment	Negotiated per student fee to remain the same. Additional fees apply for science and skills & reading fluency tests.	Standardized Assessment is a pass-through account. Additional assessments if schools use MAP Science and/or Reading Fluency.	\$15.43
Accreditation Fee			
WCEA Accreditation fees	The fees for the Western Catholic Education Association are assessed for those schools accredited by WCEA: Increase of \$23.00 per school and \$0.022 per student.	WCEA Accreditation is a pass-through account.	\$486 / school AND \$0.465 / student
Student Information System Fee			
FinalSite (formally SchoolAdmin)	This fee is for schools that are using the FinalSite program for their families	FinalSite is a pass-through account.	\$35.00/family
Care Solace			
Care Solace	This fee is for schools that are participating in the centralized mental health care coordination service.	Care Solace is a pass-through account.	\$4.63/student

Office for Catholic Schools: Eleanor Bailey, Office of Catholic Schools Coordinator
 (206) 382-4861 E-mail: eleanor.bailey@seattlearch.org

Property, Liability, and Vehicle Insurance (Projections)

The Insurance Department thanks you in advance for your patience and understanding in what could be a challenging renewal period. Unlike last year, this year's process should take a total of five to six months to complete. Coverage for the policy period 2025-2026 is expected to bind no later than June 30, 2025, with the new policy period beginning on July 1, 2025.

Looking forward to this year's renewal, the global insurance market is akin to the global insurance market in 2024. As a result, we continue to project premium increases as described on the next page based on our broker's estimates of future rate increases. The Insurance Department will continue to examine potential changes to the structure of our program to address these increases, to better allocate risk throughout our properties, and to make sure that our coverages are aligned with our exposures.

Locations will need to review their property assets by visiting Risk Partner (<https://login.riskpartner.com/>) and verifying that your list of buildings and vehicles is accurate and up to date. Requests for changes to the asset list should be submitted by March 3rd so we can revise our insurance applications in a timely manner. Additional instructions and information will be distributed in a C2P Announcement, but you may also reach out to insurance@seattlearch.org directly if you need help with creating or accessing your account.

Finally, we want to remind locations about the revised parish deductibles for insurance claims, which was a component of the program changes that helped us to avoid major rate increases.

Deductibles

Coverage Line	Revised Deductible
Property Liability (Water, Windstorm, Fire, Etc.)	\$25,000
Boiler & Machinery (Limited to registered equipment regularly inspected and certified through Travelers)	\$10,000
Employment Practices Liability	20% of Claim up to \$25,000
Sexual Misconduct Liability	\$25,000
General Liability	\$10,000
Automotive Liability	\$10,000

Property

Premiums for property insurance are currently projected to increase by 10-15% compared to last year. This projection factors in our annual inflation trend for the Costs of Reproduction, which for this year has been set at 6.5%. This annual inflation trend is done to ensure that our level of insurance coverage is accurate to current market conditions. It also considers the number of natural disasters which occurred globally in 2024. These losses in total are expected to cost insurance carriers hundreds of billions worldwide. Although your buildings may not have been upgraded or had any major changes over the last year, related insurance expenses for things like the construction costs of materials and labor trend upward every year.

The archdiocese also formally appraises all our properties on a rolling five-year cycle to ensure our trended values have been validated or adjusted if necessary. Any properties that were appraised in 2024 may see changes to their property premiums which are higher or lower than these estimates. The average building had its appraised value increase by 7.9%, which would replace the inflation trend step.

Liability

Premiums for liability insurance are currently projected to increase by 8-12% compared to last year. The liability insurance market has been impacted by an increasing number, severity, and cost of general liability claims. The archdiocese received numerous general liability incidents in 2024. The number received is consistent with the number of similar losses received in past years. The costs of handling, mediating, and settling liability claims continue to increase. As a result, liability market premiums are expected to increase by the same percentage as they did in 2024.

Automotive

Premiums for automotive or vehicle insurance are currently projected to increase by 2-5% compared to last year. Like the property insurance market, global natural disasters will impact the auto insurance market. The aggregate number of auto thefts globally is another market factor. Other factors impacting the auto insurance market in 2025 include the aggregate number, frequency, severity, and total cost auto accidents.

Specific to the Archdiocese, the overall auto loss history impacts premium costs. Premium is also directly impacted by the number of employees and staff working at your location. Our insurance rates use data submitted from the last calendar year, so your 2025 liability premiums will be based on your staffing levels for calendar year 2024.

VII. Information Technology Initiatives

As parishes develop their budgets for next year, there are several technology initiatives to consider. Some of these initiatives regard systems or approaches that are nearing end of life and

would require future investment. Other technology initiatives involve eliminating some costs and replacing them with new costs. Most parishes may be able to achieve long-term net savings as a result of these technology initiatives while, more importantly, using newer, more effective and efficient technology systems that also reduce risk and complexity.

ParishStaq - Parishioner Engagement System

In July 2022, the Selection Committee consisting of PAAs and Chancery staff selected ParishStaq by Pushpay as the replacement for PDS and other legacy parishioner data base systems. The implementation of the software began on 7/1/2022 and was completed in March 2024. Each parish received an email from Tom Martin, CIO at the time of implementation which outlined their cost for the system through 2027. If you need that detail again, email jennifer.wong@seattlearch.org.

The following table indicates the general costs.

All parishes regardless of Waves will pay third year Ops Cost in early 2025-26.

Parish Size (households)	Yr 3 Ops cost – Per Parish	Yrs 4 & 5 Ops cost Per Parish per year
Large (>2000)	\$8,176	\$9,146
Medium (1000-2000)	\$4,575	\$5,118
Small (500-1000)	\$2,377	\$2,659
Very Small <500	\$1,086	\$1,214

Other Licensed Services

CRD – Quickbooks Hosting

QuickBooks hosting services with licensing included, providing a secure and accessible solution for the Archdiocese of Seattle.

Single User: \$50/month · Includes QuickBooks license and hosting for one user.

Two Users: \$85/month - Allows two users to access QuickBooks company files simultaneously.

Notes:

- The Two Users plan is only required if multiple users need to access the same company file at the same time.
- If multiple users need access but do not require simultaneous company file usage, only one Single User plan is necessary.
- Pricing is per parish; multiple company files are permitted under one subscription.

- QuickBooks licensing, server patching/maintenance, backups and security are all included.

Right Networks

\$75/mo. plus Quickbooks licensing and other services

ARCH365 (Microsoft 365)

The Archdiocese of Seattle has developed an implementation for Microsoft 365 for all parishes and schools. Standardizing Microsoft 365, ARCH365 will improve communication and collaboration across the Archdiocese and reduce the cost and risk of on-premises computing.

- Secure – Communications and Compute within your Parish and/or School are secure and private. Threat Remediation can quickly address potential exploits across the entire ecosystem.
- Professional Support – Administrative functions are performed by industry professionals providing unparalleled support for your Parish and/or School.
- Features - Capabilities beyond the standard Microsoft M365 platform.
- Administrative Responsibilities, adding users, backup & restore, archiving and others are removed from your staff members.
- Two-Factor Authentication – To protect against stolen identities.
- Security Awareness Training – Industry Leading (KnowBe4) security awareness training for your staffs.