

ARTICLE XVI: Finance - Answers

Section 1.: Per Capita Fees

- a) **National, provincial and diocesan councils** shall be financed by per capita fees remitted by parish councils.
- b) Increases in per capita fees at diocesan, provincial or national level shall:
 - i. be by instructed vote following due notice to membership involved
 - ii. require a majority vote of the voting delegates present

Section 2.: Financial Projects

- a) At **parish** level, all financial projects shall be approved by the members at a council meeting in consultation with the spiritual advisor.
- b) **National, provincial and diocesan** councils shall not impose financial obligations on parish councils without their consent.

Section 3.: Audit Year

The audit year, at all levels, shall be the period beginning January 1 and ending December 31.

Section 4.: Membership and Per Capita Fees

- a) A membership fee is determined by each individual parish council and shall be due on January 1.
- b) A membership fee shall include diocesan, provincial and national per capita fees.
- c) Per capita fees are determined by diocesan, provincial and by diocesan, provincial and national councils at an annual convention.
- d) Per capita fees shall be remitted promptly to the appropriate levels according to approved procedures.
- e) Deliberate withholding of per capita fees shall constitute a violation of the *Constitution & Bylaws*.