
2025 Parochial Report Communication

As many of you are aware, The Episcopal Church (TEC) has recently updated its Parochial Report (PR) filing process. Below are key points to help navigate the new reporting system, including instructions on filing after the March 1st deadline and links to tools and resources.

Assessment Formula Adjustments

The assessment formula (approved at the 2024 diocesan convention) is based on calculations derived from five lines in the old PR:

- **Line 3:** Regular support
- **Line 4:** Funds used for operations
- **Line 5:** Other operating income
- **Line 6:** Bequests used for operations
- **Line 13:** Outreach from the operating budget

Due to changes in the financial section of the new PR, the wording and instructions for these lines are now brief and vague. Therefore, the diocese has adopted reasonable interpretations to ensure continuity in our assessment formula.

Interpretation of New PR Lines

- **New Line 3** will be interpreted the same as Old Line 3.
- **New Line 9c** will be interpreted the same as Old Line 4.
- **New Line 5** will be interpreted the same as Old Line 5.

With these interpretations, the new PR will provide **three of the five** numbers required for the assessment formula.

Additionally, the diocese will require parishes to file a [short supplemental form](#) to provide the remaining two figures: A link is also available on the filing portal.

- **Bequests used for operations** (Old Line 6)
- **Outreach from the operating budget** (Old Line 13)

Key Deadlines

- **Filing Opens:** January 6, 2025
- **Filing Deadline:** March 1, 2025 (**strict enforcement begins in 2025**)
- **DFMS Portal Closes:** March 1, 2025

- **Late Submissions:** Congregations can submit late PRs in person at the Diocese office (138 Tremont) until April 15, 2025. A **20% assessment surcharge** will apply to late filings after this date.

EDOM Supplemental Form: Available on the filing portal <https://forms.office.com/r/eAziyPi7Ej>

Troubleshooting & Support

Common Issues

- **Login Credentials:** Contact assessments@diomass.org
- **Syncing Parish Register Data:** parishregister.episcopalchurch.org

Support Contacts

- **Diocesan Office:** assessments@diomass.org
 - **General Convention Online:** [Forms & Instructions - The General Convention of The Episcopal Church](#)
 - **EDOM Supplemental Form:** [Submit Here](#)
 - **Congregational Consultants:** Helpful recordings on completing the 2025 Parochial Report [Congregational Consultants | Episcopal Diocese of Massachusetts](#)
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