



Pittsburgh Pastoral Institute

CONTENTS


EIN: 25-1140337
Report Generated on: 03/28/2024

Executive Summary	2
Programs & Results	4
Financial Review	5
Operations & Leadership	7


APPENDIX

Key Documents	17
Charity Check Report	18


Pittsburgh Pastoral Institute




aka Pittsburgh Pastoral Institute



Pittsburgh, PA



pittsburghpastoralinstitute.org



(412)661-1239



View GuideStar Profile



PITTSBURGH
Pastoral Institute



MISSION

The Pittsburgh Pastoral Institute exists to enhance the health of individuals, families, and communities through an interfaith ministry of counseling and education that integrates the resources of faith and the behavioral sciences.

EIN

25-1140337

RULING YEAR

1965

IRS SUBSECTION

501(c)(3) Public Charity

FOUNDING YEAR

1964

MAIN ADDRESS

Bidwell Presbyterian Church
1025 Liverpool Street, Suite C
Pittsburgh, PA
15233

AFFILIATION TYPE

Independent Organization

CONTACT

Pittsburgh Pastoral Institute
Sean Burns, Director of
Operations
(412) 661-1239
sburns@ppicounseling.org

EXECUTIVE DIRECTOR

Patricia Campbell

BOARD CHAIR

Robert F. Ryan, LPC, NCC

SUBJECT AREA

Medical counseling

Mental health care

Interfaith

Family counseling

NTEE Code

Mental Health Treatment (F30)

Interfaith Issues (X90)

Family Counseling, Marriage
Counseling (P46)

PROGRAMS

1. Counseling Program

Population(s) served:Adults, Families

POPULATIONS SERVED

1. Adults

2. Families

COMPLIANCE

- ✓ IRS Pub 78 Verified as of March 2024
- ✓ IRS BMF 509(a) (2) as of March 12, 2024
- ✓ A-133 Audit Required/Performed?
- ✓ Conflict of Interest Policy
- ✓ Written whistleblower policy

Section 509(a)(2) organization

TRANSPARENCY MEASURES

- ✓ Board Practices Reported?
- ✓ Diversity Data Reported?
- 8 Number of Independent Board Members

Programs & Results

PROGRAMS

Source: Self-Reported by Organization, May 2023

Counseling Program

Population(s) Served:

Adults

Families

While every counseling experience is unique, the team at Pittsburgh Pastoral Institute (PPI) seeks to provide an empathetic relationship in which individuals and families can safely and freely discuss their challenges and concerns in a holistic context carefully considering the mind, body, and soul in therapy. This is also a "person-centered" process in which the client determines the areas of exploration and discovery. Spirituality, religion, and/or faith can also be explored throughout discussing personal growth, self-awareness, and meaningful relationships in life. PPI welcomes individuals and families seeking services without discrimination of age, color, ethnic origin, gender, disability, race, religious affiliation, or sexual orientation. PPI's Clinical Team of licensed behavioral health professionals is diverse in expertise, background, and approach. Clients and therapists are matched as closely as possible by PPI's Intake Team, taking care to respect your interests and needs.

Financials

FISCAL YEAR START: 07/01
FISCAL YEAR END: 06/30
✓ Financials audited by an independent accountant

FINANCIALS QUICK VIEW

Total revenue, gains, and other support per audited financial statements	\$766,530
Total expenses and losses per audited financial statements	\$959,798
Surpluses in last 5 years	1
Negative Net Assets in past 5 years	0

Financial Trends Analysis

Business Model Indicators

Created in Partnership with
 Nonprofit Finance Fund®

Profitability	2018	2019	2020	2021	2022
Unrestricted surplus (deficit) before depreciation	-\$104,022	-\$85,582	-\$15,878	-\$10,808	-\$142,518
As a % of expenses	-10.0%	-8.2%	-1.7%	-1.1%	-15.0%
Unrestricted surplus (deficit) after depreciation	-\$112,284	-\$91,851	-\$22,337	-\$18,233	-\$149,943
As a % of expenses	-10.7%	-8.7%	-2.4%	-1.9%	-15.6%
Revenue Composition					
Total revenue (unrestricted & restricted)	\$986,657	\$938,795	\$907,040	\$997,181	\$766,530
Total revenue, % change over prior year	7.3%	-4.9%	-3.4%	9.9%	-23.1%
Program services revenue	89.7%	91.9%	93.2%	86.5%	89.9%
Membership dues	0.0%	0.0%	0.0%	0.0%	0.0%
Investment income	0.0%	0.0%	0.0%	0.0%	0.0%
Government grants	0.0%	0.0%	0.0%	5.7%	6.0%
All other grants and contributions	10.2%	7.9%	6.3%	6.8%	4.1%
Other revenue	0.1%	0.2%	0.4%	1.0%	0.0%
Expense Composition					
Total expenses before depreciation	\$1,045,048	\$1,047,718	\$926,819	\$966,305	\$952,373
Total expenses, % change over prior year	-0.9%	0.3%	-11.5%	4.3%	-1.4%
Personnel	75.6%	73.9%	77.2%	74.1%	70.7%
Professional Fees	4.9%	6.7%	3.7%	4.9%	10.2%
Occupancy	0.0%	0.0%	0.0%	0.0%	2.1%
Interest	0.0%	0.1%	0.4%	0.4%	0.4%
Pass-Through	0.0%	0.0%	0.0%	0.0%	0.0%
All other expenses	19.5%	19.4%	18.7%	20.7%	16.7%

Financial Trends Analysis, continued

Moving Toward Full Cost Coverage

Full Cost Components (estimated)	2018	2019	2020	2021	2022
Total Expenses (after depreciation)	\$1,053,310	\$1,053,987	\$933,278	\$973,730	\$959,798
One Month of Savings	\$87,087	\$87,310	\$77,235	\$80,525	\$79,364
Debt Principal Repayment	\$0	\$0	\$0	\$0	\$0
Fixed Asset Additions	\$0	\$0	\$8,601	\$0	\$0
Total Full Costs (estimated)	\$1,140,397	\$1,141,297	\$1,019,114	\$1,054,255	\$1,039,162

Capital Structure Indicators

Liquidity					
Months of cash	1.1	0.7	2.2	2.2	0.7
Months of cash and investments	1.2	0.8	2.3	2.2	0.7
Months of estimated liquid unrestricted net assets	0.7	-0.3	-0.7	-0.8	-2.6
Balance Sheet Composition					
Cash	\$95,787	\$62,410	\$169,411	\$175,453	\$54,365
Investments	\$5,452	\$4,881	\$4,399	\$4,289	\$4,289
Receivables	\$153,696	\$132,568	\$107,357	\$57,966	\$35,115
Gross land, buildings, and equipment (LBE)	\$415,028	\$402,266	\$360,506	\$360,506	\$360,506
Accumulated depreciation (% of LBE)	42.6%	42.3%	35.0%	37.1%	39.2%
Liabilities (as % of assets)	23.2%	38.4%	53.2%	43.2%	77.3%
Unrestricted net assets	\$297,619	\$205,768	\$183,431	\$165,198	\$15,255
Temporarily restricted net assets	\$77,056	\$53,451	N/A	N/A	N/A
Permanently restricted net assets	\$8,100	\$8,100	N/A	N/A	N/A
Total restricted net assets	\$85,156	\$61,551	\$57,642	\$99,355	\$56,030
Total net assets	\$382,775	\$267,319	\$241,073	\$264,553	\$71,285

Key Data Checks

Material Data Errors	2018	2019	2020	2021	2022
	No	No	No	No	No

Note: This issue is relevant to a small number of organizations: The nonprofit subject(s) of this report may have affiliates. The Form 990 data may not include information about any or all potential affiliates. If an organization does have affiliates and these affiliates have substantial financial activity, the financial data in this report may not present a comprehensive picture of the nonprofit's financial condition. Please consult the 990s of any potentially related affiliates for additional information.

- ☒ [Formulas for key metrics](#)
- ☒ ['Key Revenue & Expense Data from Form 990'](#)
- ☒ ['Key Balance Sheet Data from Form 990'](#)

Operations

Source: Self-Reported by Organization, May 2023

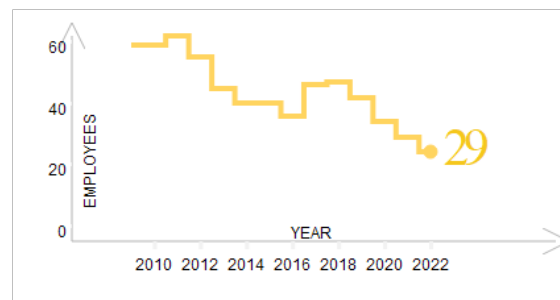
EXECUTIVE DIRECTOR

Patricia Campbell

Patti Campbell is a certified rehabilitation counselor, licensed professional counselor, health coach, and graduate instructor who has worked in the fields of catastrophic injury and behavioral health since 1981. She has served as both a clinician and administrator in Pennsylvania and New York while overseeing national efforts in person-centered, family-informed care. After serving in multiple leadership roles in neurorehabilitation, Patti grew a 17-year private practice in healthcare systems navigation from which she came to the Pittsburgh Pastoral Institute (PPI) as Executive Director in 2017.

NUMBER OF EMPLOYEES

Source: IRS Form 990



BOARD CHAIR

Robert F. Ryan, LPC, NCC

Care Coordination Program Manager, Innovative Health System Initiatives (IHSI), University of Pittsburgh Program Evaluation Unit (PERU); Private Practitioner, Associates in Behavioral Diagnostics and Treatment (AIBDT)

BOARD CO-CHAIR

L. Jane Charlton, JD, MS, LPC

Outpatient Therapist

BOARD MEMBERS

John Lovelace

President; Government Programs, UPMC Health Plan

Abdesalam Soudi, Ph.D.

University of Pittsburgh Lecturer in Sociolinguistics and Linguistic Internship Advisor, Department of Linguistics Cultural and Linguistic Competence Master's Course Co-Director, Family Medicine Department Fellow, European Society for Person Centered Healthcare

Rabbi Bardack MA, DHL

Rabbi of Congregation Dor Hadash Prior to this role, Rabbi Bardack worked at the Jewish Federation of Greater Pittsburgh

Chenits Pettigrew, Jr. EdD

Associate Dean Diversity Equity and Inclusion, University of Pittsburgh School of Medicine

Sean Burns

Director of Operations, Pittsburgh Pastoral Institute

Rabbi Bardack MA, DHL

Rabbi of Congregation Dor Hadash Prior to this role, Rabbi Bardack worked at the Jewish Federation of Greater Pittsburgh

Rev. Moni McIntyre, PhD, MDiv, MA, MA

Priest-in-Charge, St. Stephen's Episcopal Church, McKeesport; Adjunct professor, Sociology Department, Duquesne University; Instructor, Advanced Readiness Officer Course, Walter Reed National Military Medical Center, Bethesda, Maryland

Rev. Kellie Wild, MDiv, JD

Director of Program Effectiveness, Catholic Charities of the Diocese of Pittsburgh

OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

FISCAL YEAR 2022

Name	Title	Compensation	Other	Related
Patricia Campbell	Executive Dir.	\$80,000	\$0	\$0
Sean Burns	DirOperations	\$64,710	\$0	\$0
Elizabeth Crosgrove	Coordinator	\$51,667	\$0	\$0
Sandy Walter	Clinical Dir.	\$50,000	\$0	\$0
Amy Bardack	Board Member	\$0	\$0	\$0
Jack Cahalane	Treasurer	\$0	\$0	\$0
L Jane Charlton	Vice President	\$0	\$0	\$0
Matthew Hall	President	\$0	\$0	\$0
John G Lovelace	Board Member	\$0	\$0	\$0
Matthew Muldoon	Secretary	\$0	\$0	\$0
Chenits Pettigrew	Board Member	\$0	\$0	\$0
Abdesalam Soudi	Board Member	\$0	\$0	\$0

OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

FISCAL YEAR 2021

Name	Title	Compensation	Other	Related
Patricia E Campbell	EXECUTIVE DIRECTOR	\$80,000	\$0	\$0
Sean Burns	DIRECTOR OF OPERATIONS	\$54,710	\$0	\$0
Elizabeth Crosgrove	INTAKE & CREDENTIALING COORDINATOR	\$50,000	\$0	\$0
Sandra Walters	CLINICAL DIRECTOR	\$45,000	\$0	\$0
Matthew Muldoon	SECRETARY	\$0	\$0	\$0
Robert Ryan	BOARD MEMBER	\$0	\$0	\$0
Jane Charlton	VICE PRESIDENT	\$0	\$0	\$0
Jack Cahalane	TREASURER	\$0	\$0	\$0
John Lovelace	BOARD MEMBER	\$0	\$0	\$0
Wendy Mars	BOARD MEMBER	\$0	\$0	\$0
Abdesalam Soudi PhD	BOARD MEMBER	\$0	\$0	\$0
Steve Day	BOARD MEMBER	\$0	\$0	\$0
Matthew F Hall	PRESIDENT	\$0	\$0	\$0

OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

FISCAL YEAR 2020

Name	Title	Compensation	Other	Related
Patricia E Campbell	EXECUTIVE DIRECTOR	\$80,000	\$0	\$0
Sean Burns	CLINICAL DIRECTOR	\$54,710	\$0	\$0
Elizabeth Crosgrove	DIRECTOR OF OPERATIONS	\$50,257	\$0	\$0
Matthew Muldoon	VICE PRESIDENT	\$0	\$0	\$0
Robert Ryan	PRESIDENT	\$0	\$0	\$0
Jane Charlton	BOARD MEMBER	\$0	\$0	\$0
Jack Cahalane	TREASURER	\$0	\$0	\$0
John Lovelace	BOARD MEMBER	\$0	\$0	\$0
Wendy Mars	BOARD MEMBER	\$0	\$0	\$0
Abdesalam Soudi PhD	SECRETARY	\$0	\$0	\$0
Steve Day	BOARD MEMBER	\$0	\$0	\$0
Matt Hall	BOARD & FINANCE COMMITTEE MEMBER	\$0	\$0	\$0

OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

FISCAL YEAR 2019

Name	Title	Compensation	Other	Related
Patricia E Campbell	EXECUTIVE DIRECTOR	\$80,000	\$0	\$0
Sean Burns	CLINICAL DIRECTOR	\$54,710	\$0	\$0
Elizabeth Crosgrove	DIRECTOR OF OPERATIONS	\$50,583	\$0	\$0
Matthew Muldoon	VICE PRESIDENT	\$0	\$0	\$0
Robert Ryan	SECRETARY	\$0	\$0	\$0
REV Liddy Barlow	BOARD MEMBER	\$0	\$0	\$0
Jack Cahalane	BOARD MEMBER	\$0	\$0	\$0
John Lovelace	BOARD MEMBER	\$0	\$0	\$0
Wendy Mars	BOARD MEMBER	\$0	\$0	\$0
Abdesalam Soudi PhD	BOARD MEMBER	\$0	\$0	\$0

OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

FISCAL YEAR 2018

Name	Title	Compensation	Other	Related
Randall Hoedeman PhD	ED (RESIGNED 11/17)	\$70,645	\$0	\$0
Sean Burns	CLINICAL DIRECTOR	\$54,740	\$0	\$0
Elizabeth Crosgrove	DIRECTOR OF OPERATIONS	\$40,000	\$0	\$0
Patricia E Campbell	EXECUTIVE DIRECTOR	\$6,667	\$0	\$0
Matthew Muldoon	VICE PRESIDENT	\$0	\$0	\$0
Gary Abbs	TREASURER	\$0	\$0	\$0
Robert Ryan	SECRETARY	\$0	\$0	\$0
REV Liddy Barlow	BOARD MEMBER	\$0	\$0	\$0
Jack Cahalane	BOARD MEMBER	\$0	\$0	\$0
John Lovelace	BOARD MEMBER	\$0	\$0	\$0
Wendy Mars	BOARD MEMBER	\$0	\$0	\$0

Paid Preparers
FISCAL YEAR 2022

Firm Name	Firm EIN	Firm Address	Firm Phone
McGee Maruca & Assoc PC CPAs	251743181	3111 Banksville Rd Suite 200, Pittsburgh PA 15216	4123449006

Paid Preparers
FISCAL YEAR 2021

Firm Name	Firm EIN	Firm Address	Firm Phone
McKEEVER VARGA & SENKO	251347163	2000 CLIFF MINE ROAD SUITE 210, PITTSBURGH PA 15275	4125312990

Paid Preparers
FISCAL YEAR 2020

Firm Name	Firm EIN	Firm Address	Firm Phone
McKEEVER VARGA & SENKO	25-1347163	MANOR OAK TWO SUITE 500, PITTSBURGH PA 15220 USA	412-531-2990

BOARD LEADERSHIP PRACTICES

GuideStar worked with BoardSource, the national leader in nonprofit board leadership and governance, to create this section, which enables organizations and donors to transparently share information about essential board leadership practices.

BOARD ORIENTATION & EDUCATION

Does the board conduct a formal orientation for new board members and require all board members to sign a written agreement regarding their roles, responsibilities, and expectations?

Yes

CEO OVERSIGHT

Has the board conducted a formal, written assessment of the chief executive within the past year?

Yes

ETHICS & TRANSPARENCY

Have the board and senior staff reviewed the conflict-of-interest policy and completed and signed disclosure statements in the past year?

Yes

BOARD COMPOSITION

Does the board ensure an inclusive board member recruitment process that results in diversity of thought and leadership?

Yes

BOARD PERFORMANCE

Has the board conducted a formal, written self-assessment of its performance within the past three years?

No

Organizational Demographics

Who works and leads organizations that serve our diverse communities? This organization has voluntarily shared information to answer this important question and to support sector-wide learning. GuideStar partnered on this section with CHANGE Philanthropy and Equity in the Center.

Leadership

The organization's leader identifies as:

Race & Ethnicity	White/Caucasian/European
Gender Identity	Female, Not transgender
Sexual Orientation	Heterosexual or Straight
Disability Status	Person with a disability

Race & Ethnicity

No data

Gender Identity

Transgender Identity

No data

Sexual Orientation

No data

Disability

No data.

Appendix

Key Documents

IRS Forms 990	2022 990
	2021 990
	2019 990
	2018 990
	2017 990
IRS Forms 990T	Not Available
Audited Financial Statements	2022 Audited Financial Statement
	2021 Audited Financial Statement
	2020 Audited Financial Statement
Key Organization Documents	Letter of Determination
	'Key Revenue & Expense Data from Form 990'
	'Key Balance Sheet Data from Form 990'

Pittsburgh Pastoral Institute

Aka Pittsburgh Pastoral Institute

Bidwell Presbyterian Church 1025 Liverpool Street, Suite C
Pittsburgh, PA 15233

✓ Foundation Status Code: PC*

✓ Public charity described in section 509(a)(1) or (2)

IRS Publication 78 Details			IRS Pub 78 verified
Organization name	Location	Most recent IRS Publication 78	
Pittsburgh Pastoral Institute	Pittsburgh, PA	March 2024	
EIN	<u>Deductibility status description</u>	Verified with most recent Internal Revenue Bulletin	
25-1140337	A public charity (50% deductibility limitation).	March 25, 2024	

IRS Business Master File Details

IRS BMF

509(a)(2)

Organization name	Most recent IRS BMF	Reason for Non-Private Foundation Status
PITTSBURGH PASTORAL INSTITUTE	March 12 2024	Section 509(a)(2) organization
EIN	IRS subsection	Ruling date
25-1140337	This organization is a <u>501(c)(3) Public Charity</u>	06/1965
This organization was not included in the Office of Foreign Assets Control Specially Designated Nationals (SDN) list.		

On September 8, 2011, the IRS issued [regulations](#) which eliminated the advance ruling process for a section 501(c)(3) organization. [Learn more](#)

* The Foundation Status Code is the code that foundations are required to provide for each grantee annually on part XV of Form 990PF. Note that this code cannot be derived in some cases (e.g., supporting organizations for which 'type' can't be determined).

[IRS Revenue Procedure 2011-33](#) allows grantors to rely on third-party resources, such as GuideStar Charity Check, to obtain required Business Master File (BMF) data concerning a potential grantee's public charity classification under section 509 (a) (1), (2) or (3).

GuideStar Charity Check Data Sources	
-GuideStar acquires all IRS data directly from the Internal Revenue Service.	-The IRS Automatic Revocation of Exemption List contains organizations that have had their federal tax-exempt status automatically revoked for failing to file an annual return or notice with the IRS for three consecutive years.
- IRS Publication 78 (Cumulative List of Organizations) lists organizations that have been recognized by the Internal Revenue Service as eligible to receive tax-deductible contributions.	-The Foundation Status Code is a value derived by mapping the codes found on the 990PF filing instructions to the corresponding codes in the IRS BMF. Note that not all codes are able to be mapped due to insufficient data.
-The IRS Internal Revenue Bulletin (IRB) lists changes in charitable status since the last Publication 78 release. Between the release of IRS Publication 78 and the subsequent IRS Internal Revenue Bulletin, the IRB date will reflect the most recent release date of IRS Publication 78.	-The Office of Foreign Assets Control (OFAC) Specially Designated Nationals (SDN) list organizations that are owned or controlled by targeted individuals, groups, and entities, such as terrorists or narcotics traffickers. Their assets are blocked and U.S. persons are generally prohibited from dealing with them.
-The IRS Business Master File lists approximately 1.7 million nonprofits registered with the IRS as tax-exempt organizations.	