

## BUDGET REQUEST FORM FOR 2022 – Cross Roads Brethren in Christ Church

Program Name: \_\_\_\_\_ Submitted By: \_\_\_\_\_  
 Program Coordinator (if different than submitting individual): \_\_\_\_\_

The Finance Team is responsible for coordinating the development of an annual operating budget, which can be approved by Church Board, and ultimately by the congregation at our church’s annual meeting. Use this form to provide information about the financial needs of the program listed above. Please give prayerful consideration to this budget request and consider how it will fit into the church’s program and budget.

If you need current year-to-date expense information to assist in completing your 2022 budget, please contact Bernie Hernley.

- 1.) Please specify total amount being requested for this program for the 2022 budget year. If you need current year-to-date expense information to assist in your budgeting, please contact Bernie Hernley.
  
- 2.) If total amount in #1 is over \$500, please provide a detailed breakdown how the budgeted amount is expected to be used. If necessary, attach additional information. Any items that are NEW for 2022 should be identified as “NEW”. Be as descriptive as possible, because this information will also be used as input to our ‘Narrative Budget’.

<u>Description</u>	<u>Amount</u>

- 3.) Are there any expenses/programs in the current year’s budget that are being eliminated in 2022.

Electronic copies of this form are available on our Cross Roads web site. Please return your completed budget request to me, either in-person, or to the treasurer folder in the church office, or via email to [treasurer@crbic.org](mailto:treasurer@crbic.org). Budget requests are due by **October 17, 2021**.

Finance Committee Use:		Thank You,
Date Received: _____		Bernie Hernley, Treasurer
Account Number: _____		