**Budget Request for 2024-2025 Fiscal Year (July-June)**

**Please submit this completed form to the Coordinating Team by**

**SATURDAY, April 27, 2024**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Committee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Individual Completing This Form: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* How does your group support Chalice’s mission?

Your Budget Amount for the current (2023-2024) fiscal year:\_   
  
Amount spent so far (request from Victoria Cagle):   
  
To help us project our expenses for the rest of this fiscal year, how much of your budget do you anticipate spending by June 30 (approx.)?:

* Dollar range requested for 2024-2025 fiscal year:

Mission meeting request (amount needed to continue your work as-is): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mission expanding request (amount needed to improve your work): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please itemize your requests with associated dollar amounts (see next page for example).

**SAMPLE BUDGET REQUEST:**

Note: It is extremely helpful to the Coordinating Team to know details about your budget request. This is one way of letting us know your plans and ideas for the coming year.

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| **Caring Community** |  |
| Flowers—This is the approximate amount we spent on flowers last year, and we are requesting the same this year. | $1320 |
| Grief booklets—Rev. Sharon provides free grief booklets to  the bereaved; this amount buys 75 grief booklets, which is what we give away  annually | $250 |
| Cards and stationery—Includes postage | $50 |
| **Mission Meeting Budget Request TOTAL** | **$1620** |
| Uber funds for medical visits when we do not have available volunteers | $250 |
| We would like to offer a workshop on Advanced Care Directives this coming year. $250 would allow us to bring a guest speaker. | $250 |
| **Mission Expanding Budget Request TOTAL** | **$2120** |