



CHALICE UNITARIAN UNIVERSALIST CONGREGATION
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).



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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.

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