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**Budget Request – 2022 Operating Budget**

**Deadline: July 15, 2021**

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| 1. **Contact Information** | |
| Congregation Name and City: |  |
| **OR** Organization/Ministry: |  |
| Contact Person: |  |
| Position: |  |
| Phone Number: |  |
| Email Address: |  |

|  |  |
| --- | --- |
| 1. **Request Information (please attach additional pages as needed)** | |
| **A. Amount Requested:** | **$** |
| **B. Description of need:** | |
| **C. Breakdown of how funds will be used:** | |
| **D. Specific measurable goals and outcomes of the request:** | |
| **E. Any significant changes or trends affecting organization’s income:** | |
| **F. Proposed time frame for your organization to assume full financial support if applicable:** | |
| **G. Mission Statement:** | |
| **Congregational Requests please also complete the following questions.** | |
| **H. Pledging Units 2020:  2021:** | |
| **I. Total pledges 2020:**  **2021:** | |
| **J. Average Sunday Attendance 2020:  2021:** | |
| **Organization/Ministry Requests please also complete the following questions.** | |
| **K. Description of the program and how it fits the Diocesan vision:** | |
| **L. Long range plans of your program:** | |
| **M. Existing or anticipated funding sources/amounts:** | |
| **N. Date organization was founded and its historic tie to the Diocese of Missouri:** | |
| **O. Number of people served or other specific measure of outcome:** | |

1. **Required Attachments:**
2. Financials for 2020 including all endowment and restricted funds
3. Budget for 2021 (as adopted by the appropriate body)
4. Proposed budget for 2022
5. Strategic Plan (for Congregational Requests)

**NOTE: Only completed applications with required documentation will be considered. Please provide one copy ready version with your submission (single sided, no staples, no paper clips). If sending via e-mail, which is preferred, please send in one PDF attachment. E-mail submissions with multiple attachments will not be accepted.**

**Mail, fax, or email your request by July 15, 2021 to:**

Ms. Desirée Brattin

Diocese of Missouri

1210 Locust St., 3rd Floor

St. Louis, MO, 63103

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Email: [desiree@diocesemo.org](mailto:desiree@diocesemo.org)