

2021 BUDGET REQUEST FORM

To: Pastor, Trustees & Ministry Leaders

From: 2BC Finance Committee

Please complete the information requested below and submit to the Finance Committee by October 8, 2020.

Please make one copy for your records. Then, scan and email to wmtalbert@verizon.net and/or mail your ministry form to church... Attention: Finance Committee.

Ministry Name _____

Budget request for 2021 \$ _____

In the space below, please give as much information as possible in support of your request, including a breakdown of each account according to functions, programs, activities and cost. Also, to help the Finance Committee in the event revisions are necessary, identify which programs have first priority.

If your Ministry has funds that are to be carried over to 2021, please do not make a Budget request.

Conferences	\$
Registration Fees	\$
Supplies	\$
Food	\$
Travel/Entertainment	\$
Speakers	\$
Retreats	\$
Other (please explain)	\$

****Please note that we are predicting lower expenses in 2021. So, if a budget request is not received from your ministry, we will base your needs on your 2020 budget request. ****