

TIMELINE FOR BUDGET PREPARATION

Providence Presbytery

- January:** Ministry Teams/COM begin budgetary conversations for the next year, taking into account the Presbytery's mission statement and three emphases.
- February:** Budget for current year is edited, altered, changed, amended, increased, decreased, etc. by Administrative Ministry Team and sent to Council for recommendation to Presbytery.
- March:** Presbytery approves budget for the current year.
- March - May:** Ministry Teams/COM continue budget conversations for the following year and finalize information for the Narrative Budget including clearly stated rationales for their requests and how those requests are in line with our mission statement and/or one or more of our three emphases.
- May:** Budget requests are submitted to the Administrative Ministry Team. The Narrative Budget is finalized and recommended to Council as well as the Mission Partnership Askings to the churches. Any other stewardship interpretation materials are also approved at this time for distribution at the June Presbytery meeting
- May:** Council receives next year's Narrative Budget and Mission Partnership Askings from Administrative Ministry Team. The Council gives final approval and recommends the Narrative Budget and Mission Partnership Askings go to the June meeting of Presbytery for its approval.
- June:** Narrative Budget, Mission Partnership Askings, and other stewardship interpretation materials are received and approved by Presbytery for distribution to the churches.

June - August: Narrative budget, Mission Partnership Askings, and other stewardship materials are promoted and sent to the churches.

September- October:

Churches are reminded of Mission Partnership Askings for the next year and asked to prayerfully consider their giving to the mission of Presbytery, Synod, and General Assembly.

November - December:

Churches are reminded to complete their MISSION PARTNERSHIP ACCEPTANCE FORMS and return them to the Presbytery office.

January 15: Deadline to return acceptance forms to the Presbytery office.