



BUDGET REQUEST FORM

FOR THE YEAR OF _____

The Budget Sub-Committee, ever mindful of the wise use and allocation of God's resources, is requesting all ministries to answer the following ministry planning questions to justify funding for your budget requests. Planning for your ministry needs and goals should advance the greater MISSION of the church which is reflected in our SIX COMMISSIONS and our overall mission to LOVE GOD, LOVE PEOPLE, & MAKE DISCIPLES. Please see the church website for more details.

DATE:

MINISTRY:

CHAIR/CO-CHAIR:

AUTHORIZED SIGNERS:

DIRECTIONS: Fill out the following form and submit it to budget@zionhillla.org by **August 17, 2025**. Use additional paper if necessary.

1. What is the mission or purpose of your ministry?
2. How does your ministry support the overall mission of the church?
3. What are your key goals or plans for the upcoming year?
4. What strategies or activities will you use to achieve these goals?
5. How will you track and account for the funds allocated to your ministry?
6. What results do you hope to see from your ministry this year?
7. How will you measure success and evaluate your ministry's impact?
8. What challenges or barriers do you anticipate, and how will you address them?



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DIRECTIONS: Fill out the following form and submit it to **budget@zionhillla.org** by **August 17, 2025**.

GENERAL INFORMATION

Ministry:

Contact Person(s)/Title:

Phone:

Email:

CURRENT YEAR SPENDING

Approved Budget Amount: \$

Actual Expenditures YTD: \$

REQUESTED BUDGET AMOUNT: \$ _____

(Please itemize the budget below)

BUDGET ITEMIZATION

(Please itemize the budget below. Use additional sheets if necessary. **THIS IS REQUIRED.**)

| ITEM/PROGRAM | DATE | COST |
|--------------|------|------|
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TOTAL AMOUNT: \$

Will any of the above cost be covered outside of regular church funds (i.e. ministry participants, outside donations, tickets, etc.)? If yes, write how much? If not, write "N/A." \$ _____

FOR OFFICE USE ONLY

Date Received:

Requested Amount:

Budget Reviewed By:

Approved Amount:

Ministry Evaluation: _____

Pastoral Review _____

BUDGET WORKSHEET – EXTRA

BUDGET ITEMIZATION (CONTINUED)

| ITEM/PROGRAM | DATE | COST |
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TOTAL AMOUNT: \$