



## BUDGET MEMORANDUM

To: Lay and Clergy in charge of Mission Congregations, Programs or Committees

From: Susan Abington

Re: Budget Requests for the 2022 Diocesan Operating Budget

Date: September 15, 2021

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It is time to begin formulating the 2022 Operating Budget for the Diocese of Tennessee, and again this year we are asking for your requests for funding. Enclosed are three documents:

- **Budget Request for Diocesan Programs and Committees**
- **Budget Request for Mission Congregations**
- **Resources for Creating a Narrative Budget**

Please choose the appropriate form for your request and be sure to pass these budget request forms on to anyone you think might be interested in receiving financial support from the diocese. These forms are also available on our website, [www.edtn.org](http://www.edtn.org).

Please be sure to submit your proposed 2022 budget. The submission of a narrative budget is also encouraged. If your 2022 congregational budget is not yet finalized, please submit a preliminary estimate of the 2022 budget. It is important that the members of the Finance and Property Committee and the Bishop and Council have this information in order to better understand your congregational needs and financial situation.

### **Please also include your 2020 yearend financial statements.**

Since our Diocesan Operating Budget is a statement of the mission and ministry priorities of our community here in Middle Tennessee and beyond, we appreciate the thoughtful and prayerful formulation of your 2022 budget requests. We look forward to learning more about what God is doing through you in the Diocese of Tennessee.

Please submit your completed budget requests **by October 31<sup>st</sup>** either by email [sabington@edtn.org](mailto:sabington@edtn.org) or mail to:

Susan Abington, Finance Administrator  
The Episcopal Diocese of Tennessee  
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Nashville, Tennessee 37215