



THE TABERNACLE

LOVE GOD. LOVE PEOPLE. MAKE DISCIPLES.

Facility Budget Guidelines and Project Procedures *Sept 2022*

Budget Guidelines

1. Campus facility projects that are considered maintenance-related and under \$5,000 will be added to the budget.
2. Maintenance projects over \$5,000 will need final approval from the Leadership and Finance Teams. A detailed proposal/cost breakdown for the project will be required.
3. Structural projects/additions/renovations will require a detailed proposal/cost breakdown and will need to receive final approval from the Leadership and Finance Teams.

Procedures

- The Tabernacle Facilities Director will meet with all Campus Pastors in January of each year to discuss and prioritize projects.
- Once projects and plans are prioritized, a final list will be submitted by the Facilities Director to the Executive Director, who will share it with the Leadership Team.
- When the proposed plans have been approved by the Leadership Team, the Facilities Director will communicate with the Campus Pastors and help finalize the budget.

- All project proposals will be submitted by the Facilities Director to the Finance Director. The Finance Director will work directly with the Finance Team to secure final approval of proposed projects.