

Annual Budget Process & Calendar  
Fiscal Year 2023  
(July 1, 2022 – June 30, 2023)

<u>Activity</u>	<u>Date/Deadline</u>	<u>Location</u>
Initial Board Budget Discussion	October 27, 2021	Church
Initial distribution of FY 2022-2023 budget calendar and budget request form to staff	December 7, 2021	Email
Initial distribution of FY 2022-2023 budget calendar and budget request form sent to Committee Leaders/Church Council Meeting	December 9, 2021	Email
Budget requests due from Committee Chairs/Church Staff	January 6, 2022	Emailed to ED
Board sets budget values for FY 2022-2023	January 26, 2022	Church
Review budget process and format with Finance Committee	February 14, 2022	Online
Generosity Campaign/Annual Campaign <b>START</b>	February 20, 2022	Church/Online
Finance Committee approves FY 2022-2023 draft budget	April 18, 2022	Online
FY 2022-2023 draft budget <b>DUE to Board</b>	April 27, 2022	Church
Generosity Campaign/Annual Campaign <b>FINISH</b>	April 30, 2022	Church/Online
FY 2022-2023 draft budget <b>DUE to Congregation</b>	May 1, 2022	Website/Church
Congregational Budget Hearing/Draft Budget presentation	May 7, 2021	Online
FY 2022-2023 draft budget <b>DUE to Board</b>	May 11, 2022	Email/Online
Board reviews and approves the FY 2022-2023 Draft Budget for presentation to Congregation	May 18, 2022	Online
Draft Budget sent to the Congregation	May 20, 2022	E Newsletter/Website
Congregation votes on FY 2022-2023 Budget at Annual Meeting	June 5, 2022	TBD

Contact Traci L. Hughes-Trotter, Executive Director, at [executivedirector@allsouls.ws](mailto:executivedirector@allsouls.ws) or 202.517.1463 with your budget questions or comments.