

PROVINCE II
THE SYNOD OF THE SECOND PROVINCE OF THE EPISCOPAL CHURCH

Budget Request for Support of Network Events

Network chairs should use this form to request support for special projects or events that the Network wishes to undertake. One request should be made for each event.

Part I. Network Information

Network: _____

Network Chair: _____

Members (please include diocesan affiliation): _____

Mission Statement or Summary:

If your Network has a Mission Statement, please attach a copy to this form. Otherwise, please provide a brief summary of the mission of your Network and its relationship to or its role in the Dioceses that constitute Province II.

Part II. Event Information

Please provide a detailed description of the event, including the event's date and time, prospective agenda, speakers, presenters and other participants. Who is this event for? Who is expected to attend? How many attendees do you expect?

Please describe the way that this event enhances your Network's mission in the Dioceses of Province II. What impact can we expect in our several Dioceses as a result of the event?

Part III. Budget Information

Please provide a detailed budget for the event, broken down to illustrate the cost of each element of the actual event (including presenters and speakers, location costs, materials and supplies), the cost of preparing the event (if any), and any ancillary post-event costs.

Please include information about additional sources of revenue, including event fees paid by attendees and revenue that may be available from the DFMS, from Dioceses and from non-church sources.

Total Amount Requested from the Province: \$ _____

Signature of Network Chair: _____