

Church \_\_\_\_\_



**Charge Conference 2020  
FINANCE COMMITTEE**

Numbers in parentheses refer to paragraphs of the 2016 Book of Discipline.

\_\_\_\_\_ **Charge** \_\_\_\_\_ **District**

For period beginning \_\_\_\_\_ and ending \_\_\_\_\_.  
(date of prior charge conference) (date of current charge conference)

**I. ORGANIZATION**

1a. Has the committee been organized according to the 2016 Book of Discipline (§258.4)?

Yes No If no, why not? \_\_\_\_\_

1b. List officers below

Chairperson \_\_\_\_\_ Vice-Chairperson \_\_\_\_\_

Treasurer(s) \_\_\_\_\_ Financial Secretary \_\_\_\_\_

**II. BUDGET AND COMMITMENT PLAN**

1. What are your current fund balances (list ALL fund balances, regardless of where they are held):

General Fund	\$
Building Fund	\$
Sunday School Fund	\$
Savings	\$
Endowment(s)	\$
Parsonage	\$
Designated	\$
Other:	\$
Other:	\$

2. Has the Local Church Board/Council approved a budget for the ensuing year?  
\_\_\_Yes (attach copy)\_\_\_No If no, why not? \_\_\_\_\_

3. Does the budget include 100% of Connectional Commitment? \_\_\_Yes \_\_\_No

**III. THE HANDLING OF CHURCH FUNDS**

1. How frequently does the Financial Secretary/Treasurer send contributors reports of their giving?  
Monthly \_\_\_\_ Quarterly \_\_\_\_ Semi-annually \_\_\_\_ Annually \_\_\_\_ Does not send \_\_\_\_
  
2. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church (§258.4b)? \_\_\_\_Yes \_\_\_\_No
  
3. Are the church offerings counted by a counting committee in accordance with the mandates of the *Discipline* (§258.4a, d)? \_\_\_\_Yes \_\_\_\_No  
If no, why not? \_\_\_\_\_
  
4. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (§258.4a, d)? \_\_\_\_Yes \_\_\_\_No  
If no, why not? \_\_\_\_\_
  
5. Are all benevolences and other connectional funds remitted monthly to the conference treasurer (§258.4b)? \_\_\_\_ Yes \_\_\_\_ No  
If no, why not? \_\_\_\_\_
  
6. a) Has the committee established written financial policies to document internal controls of the local church (§258.4d)? (Attach as supplement). \_\_\_\_Yes \_\_\_\_ No  
b) Have these policies been reviewed by the committee and found to be adequate and effective (§258.4d)? \_\_\_\_Yes \_\_\_\_ No
  
7. Are financial officers of the church bonded (§258.4b)? \_\_\_\_Yes \_\_\_\_No  
If no, why not? \_\_\_\_\_
  
8. Have the financial records of the church and all its organizations been audited for the prior fiscal year (§258.4c)? \_\_\_\_Yes \_\_\_\_ No (Please attach copy of audit report)  
If no, why not? \_\_\_\_\_

Church \_\_\_\_\_

IV. Liabilities

1. List any outstanding mortgages or additional debt related to the local church:

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V. **CONNECTIONAL COMMITMENT PLAN**

1. If the church has not already paid all of this year's Conference Connectional Commitment, will it be paid in full this year?     Yes     No

2. Has the church made a commitment to pay 100% of the next year's connectional commitment giving?     Yes     No