



Buildings & Properties Office

Diocese of Wheeling-Charleston
Post Office Box 230, Wheeling, WV 26003
(304) 233-0880; Fax: (304) 230-3401

Financing Proposal for Construction/Renovations And/Or Property Purchase

Parish Name: _____ Type Project: _____

Location: _____

Project Coordinator: _____ Telephone # _____

Estimated Cost:

1.	Architect/Survey/Soil Testing	\$	_____
2.	Site Work/Septic/Water System	\$	_____
3.	Construction	\$	_____
4.	Furnishings/Equipment	\$	_____
5.	Property Purchase	\$	_____
	Total Cost.	\$	_____

Financing Methods:

1.	Certificate of Deposit with Diocese	\$	_____
2.	Other Reserves	\$	_____
3.	Other (Specify – Stock, Bonds, Etc.)	\$	_____
4.	Diocesan Loans	\$	_____
5.	*Other Loans (Local Banks)	\$	_____
6.	*Grants	\$	_____
	Total Cost.	\$	_____

Approval Requested By:

Pastor: _____ Date: _____

Parish Finance Council President: _____ Date: _____

Final Approval: Finance _____ V.G. _____ Buildings & Properties _____

Bishop: _____ Date: _____

- Letter or other documentation should support other Loans and Grants.
- Parish Finance Council President must sign document. Any expenditure over \$50,000 must have minutes of the meeting approving project attached to this form.
- Diocesan Building and Renovation Liturgical Committee must approve any Liturgical issues and their approval attached to this form.