



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

School 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 (Designated): _____ Date: _____

Principal: _____ Date: _____

School Board President: _____ Date: _____

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

Schools Office _____ Vicar for Catholic Education _____

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.