



# Gospel Community Missional Funds Budget

Gospel Communities are given a budget each year with which they can dream, create, foster and multiply various missional expressions of the church in our city.

However, in order to access those funds, Gospel Community Servants, Co-Servants and/or Apprentice Servants must complete and submit a [missional funds request form](#) via the [GRASSROOTS Church website](#). This must be completed at least **2 weeks** in advance in order that it might be reviewed by the GRASSROOTS Church Council.

***Please be as specific and detailed as possible when requesting funding.*** If the Council has any questions, needs clarification, or has feedback for the Gospel Community, an elder or deacon will reach out to dialogue further.

## **GC Reimbursement**

Once approved by the Council, the GC can move forward and submit a [Purchases and Reimbursement Form](#) with original receipts attached documenting the authorized use of the Missional Funds.

## **GC Pre-Funding**

Once the funding is approved, it will be disbursed in the form of a check. Any *unused funds* should be returned to GRASSROOTS Church along with a [Purchases and Reimbursements Form](#) (see the [GRASSROOTS Church website](#)) with original receipts attached documenting the use of the allocated funds. This will help us keep accurate records as to the funds available for use in a budget year.

## **Variance**

A **10%** variance in projected expenses is permissible. However, if actual expenses exceed this 10% variance, the additional expenditure will need to be approved by the Council.