

**UPPER OHIO VALLEY PRESBYTERY**

**PROJECT APPROVAL FORM**

According to the Constitution of the Presbyterian Church (U.S.A.), your Presbytery is legally responsible for all real property and financial dealings of all the churches within its boundaries. The following questions are designed to help us both be faithful to our responsibility. Please answer all the appropriate questions pertaining to the action you desire to take.' Feel free to use additional pages as needed. Keep one copy for your records.

**NAME OF CHURCH** \_\_\_\_\_

**CONTACT PERSON** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

1. What do you want to do? (Describe in some detail.)
  
2. What is the purpose of project?
  
3. What parts of your congregation or community will benefit? How?
  
4. a) How does this action fit into the needs of the congregation?  
  
b) Five years or more from completion of project?
  
5. What alternative plans of action have you considered?
  
6. If project involves an addition or renovation to Christian Education facilities, list the room sizes and intended grade use for each room involved in the project.
  
7. a) How much will this project cost?  
  
b) How much do you intend to borrow?

- c) What will be the source of funds?
  - d) What is your plan for repayment?
8. a) If your plans involve the sale of property, how much do you expect to realize, from the sale?
- b) How will the money be used?
- c) When buying or selling property, a full description of the property must be accompanied with this form. This can be street number, lot number, plot number as-filed in a certain courthouse in a certain county or city.
9. If plans involve the sale of a manse:
- a) What alternative plans of housing do you have for future ministers?
  - b) Are you willing to allow your pastor to live outside your community?
  - c) Will you have funds available to provide a bonus/grant to a pastor for a down payment?
10. What is the church's current membership?  
 Current \_\_\_\_\_ 5 years ago \_\_\_\_\_ 10 years ago \_\_\_\_\_
11. If plans are for the Church School, what has been the membership?  
 Current \_\_\_\_\_ 5 years ago \_\_\_\_\_ 10 years ago \_\_\_\_\_
12. a) Has the Session approved this action?  
 Date:
- b) Has the Board of Trustees approved this action?  
 Date:
- c) Has the Congregation approved this action?  
 Date:
13. Please send a copy of the Current Church budget with this form. (Local and benevolence)
14. Please return this form to the Presbytery Office no later than 10 days prior to the Committee Meeting before meeting of the Presbytery in which action is desired.

Upper Ohio Valley Presbytery  
 907 National Road  
 Wheeling, WV 26003