

**St. Martin Parish  
Budget Process  
(Expense estimates/Income if applicable)**

1. Pillar Heads work with each of the parish ministry leaders to project annual expenses/income and develop a Fiscal Year budget.
2. The Finance Council partner to the Pillar Head will assist Pillar Heads with this process if needed.
3. Pillar Budgets with Ministry budgets are given to the Finance Council partner when completed.
4. The Finance Council will review all budgets, compile a Parish Budget and return the budgets to the Pillar Heads with the approved amounts designated.
5. FY 2023-24 budgets are to be submitted to the Finance Council by April 15, 2023.
6. Subsequent FY budgets are to be submitted by April 15 of that year.

Budget requests also apply to School, Home & School Association, Athletic Committee, Parish Picnic, Fish Fry and any entity within the parish that incurs expenses and/or has a projected income.