

CTF Withdrawal Decision Rights

Decision	Delegations		Practices/Policy	CBRs
	Thresholds	Approval Requirement		
CTF Withdrawals	≤\$10,000 or ≤10% (if parish assessable income > \$100,000)	Parish Corporation	Consult relevant trust documents e.g. will	B.3.24(6)
	>\$10,000 and ≤\$30,000 or ≤30% (if parish assessable income > \$100,000)	1) Parish Council /Parish Central Committee 2) Archdeacon	Consult relevant trust documents e.g. will	B.3.24(6)
	>\$30,000 or >30% (if parish assessable income > \$100,000) *	1) (Special) Vestry 2) Archdeacon 3) Property & Finance Committee	Consult relevant trust documents and complete Application Form	B.3.24(6)

Withholding Bequest Monies Decision Rights

Decision	Delegations			Practices/Policy		CBRs
	Thresholds	Decide	Recommend	Consult		
Withholding Bequest monies	≤\$10,000	DFM	Parish Corporation	Archdeacon	Show will, motion	B.3.24(4)
	>\$10,000 ≤\$30,000	DFM	Parish Council / Parish Central Committee	Archdeacon	Show will, motion, and letter from Archdeacon	B.3.24(4)
	>\$30,000	PFC	(Special) Vestry	Archdeacon	Application	B.3.24(4)

Project Approval Decision Rights

Decision	Delegations		Practices/Policy	CBRs
	Thresholds	Approval Requirement		
Project Approval	≤\$10,000 or ≤10%, if parish assessable income > \$100,000	Parish Corporation		R.5.01(6)
	>\$10,000 and ≤\$30,000 or ≤30% (if parish assessable income > \$100,000)	1) Parish Council /Parish Central Committee 2) Archdeacon	Pass motion, formulate plans, analyze financial position	R.5.01(6)
	>\$30,000 or >30% (if parish assessable income > \$100,000) *	1) (Special) Vestry 2) Archdeacon 3) Property & Finance Committee	Complete Application Form	R.5.01(6)

* For CTF withdrawals and for projects within the \$30,000 to \$50,000 range being presented to the Property & Finance Committee for approval, decision rights are delegated to the Director of Financial Ministry (DFM) and one Property & Finance Committee member provided that, in their opinion:

- a) all the relevant information and documentation set out in the Application Form has been provided;
- b) all the numbers and details provided are tenable;
- c) there is no question to whether the project should go forward; and
- d) all decisions are reported at the next Property & Finance Committee meeting.