



## **Capital Campaign Finance – Accounting Practices**

4.28.21

Recommendations from Bill Ward – Campaign Treasurer and Beth Allen

- Expenses for Construction that pertain to the asset will NOT be shown on the Capital BvA - they will show on the balance sheet
- Expenses for fundraising WILL still show on the Capital BvA
- Construction payment requests will stay in the same process (signatures) that we have now
- All future expenses for Construction and Architectural will be paid via WIRE Transfer
- Fundraising expenses will continue to be paid through monthly transfer of accounts and then out of operating account
- Beth and Justin will create a monthly construction management finance report that will confirm that the percentage of work billed is equal to the percentage completed AND that the percentage of work projected to be completed and billed is equal to what we have in our budget. This report will be comprehensive - including all items in the budget.