

POLICY 10

MORTGAGE, DEVELOPMENT OR DISPOSAL OF PROPERTY

By April 15th of each year, each Parish is required wherever practicable to submit to the Regional Dean a statement of their intentions to remove, repair, alter, build, lease or otherwise develop or dispose of property during the ensuing year. Each statement will then be forwarded to the Administration and Finance Committee.

1. As per Canon 5, Section 45, Parishes not indebted to the Diocese or Congregations not indebted to the parish, may expend up to \$10,000.00 on their properties without the prior approval of the Administration and Finance Committee. They must beforehand, however, inform the Administration and Finance Committee of any and all such expenditures and works.
2. Where approval of the Administration and Finance Committee is required, no work shall start regardless of availability or source of funding, until such approval has been granted.
3. Where deadlines permit, projects must be submitted to the Administration and Finance Committee for approval before applications are forwarded to outside agencies. In any case, a copy of the application with supporting documentation, must be forwarded to Administration and Finance at the same time as it is sent to the agency.
4. When seeking approval for projects, Parishes should be able to show that they will be able to maintain such property in the ensuing years.
5. Notwithstanding the foregoing paragraphs, where it is established to the satisfaction of the Bishop or, in his absence, his Commissary, that a delay in obtaining the consent, permission or approval will likely cause hardship or inconvenience, the Bishop (or his Commissary), the Administrative Assistant to the Bishop, and the Finance Officer of the Diocese, or any two of them may, at their discretion, grant such consent, permission or approval and report same at the next Administration and Finance Committee meeting.