

WIFA Operating Budget Submission & Report Format

WIFA Policy #: V.13

Purpose:

To provide operating budget reports for use by board members.

Policy:

Section 1: Budget Submission & Review

WIFA staff will generate an annual operating budget for consideration by the Board prior to the start of each new fiscal year. WIFA staff will detail the operating budget by line item in accordance with the Governor's Office of Strategic Planning and Budget guidelines.

Section 2: Budget Status Reports

WIFA staff will provide an Operating Budget Status Report to the members of the board at every meeting of the board.

The report will contain a statement of the original budget by line item, as adopted by the board, a statement of current expenditures to date by line item, a statement of projected total expenditures to the end of the fiscal year by line item, and a statement of projected remaining balances at the end of the fiscal year by line item.

Responsibility: Controller

Statutory Reference: A.R.S. Title 49, Chapter 8

Rule Reference: N/A

Original Issue Date: July 11, 2000

Previous Amendment Date(s): September 2, 2003

Most Recent Amendment Date: August 17, 2011 (*Replaces All Previous Versions*)

Approval:



Executive Director



Date