


Policy Name:	BUDGET/FINANCIAL FORECASTING	 <p>coast mountain college</p>
Approved By:	Presidents Council & Board of Governors	
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Policy Holder:	Board of Governors	
Policy Number:	EL-5	
Category:	Executive Limitations	

BUDGET/FINANCIAL FORECASTING

1.00 POLICY STATEMENT

Budgeting for any fiscal year or the remaining part of any fiscal year shall ensure the fiscal integrity of the college and protect against fiscal jeopardy while materially supporting the multi- year plan and board “Ends” priorities. Accordingly, the President may not cause or allow budgeting which:

- 1.01 Fail to include credible projection of revenues and expenses, separation of capital and operational items, cash flow, and disclosure of planning assumptions.
 - 1.01.1 Fail to include provision for replacement and repair of capital assets, based on long term administrative planning.
- 1.02 Plan the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period including funds to cover debt servicing;
- 1.03 Does not provide the annual operating funds for board prerogatives, such as costs of fiscal and internal audit, Board development, Board and Committee meetings, and board professional fees;
- 1.04 Endanger the fiscal soundness of future years or ignore the building of organizational capability sufficient to achieve ends in future years.
- 1.05 Fail to bring the budget for the following year to the Board of Governors for approval.
- 1.06 Monitoring: Internal Quarterly and Annual Budget vs Actual Expense Reports; Annual Audit Report.