

Wood County Board of Alcohol, Drug Addiction and Mental Health Services

Policy 12

Amendment to Approved Fiscal Year Budget

The Wood County ADAMHS Board approves an annual Fiscal Year Budget (July 1-June 30) which includes the Board Administrative Budget and the Board System of Care Budget. The annual fiscal year budget is submitted by the Executive Director for approval of the Board after Provider Agencies and the Executive Director submit Requests for Funding; the Board holds committee hearings on the requests for funding to determine if the requests are in accordance with the Community Plan and the Board's Strategic Plan; and it is determined that sufficient projected funding will be available to fund the programs and initiatives deemed necessary to fulfill the Board's responsibilities. (See also; Article XI Bylaws Paragraph 14).

This Policy recognizes that State of Ohio program funding may, from time to time, be altered, amended or otherwise adjusted in accordance with mandates that have been implemented by the State or Federal government and are beyond the control of the Board.

It is recognized that certain conditions or opportunities may arise during the Fiscal Year, after the Fiscal Year budget has been approved by the Board, in which a Provider Agency or the Executive Director may request the amendment of the Budget. The Executive Director or Provider Agency shall submit a written Request to amend their approved budget in sufficient detail so that the Board may make an informed decision to approve or deny the request.

The following criteria shall be considered by the Board, through its committee structure, prior to approving or disapproving the request for a budget amendment:

Is the amendment request of such a nature that the Provider Agency or the Executive Director could have reasonably anticipated during the fiscal year budget deliberations that a future amendment would be necessary?

Is the amendment request a result of an external opportunity, such as grant funding, to enhance a program or initiative that will significantly benefit the Board's ability to carry out its Community and Strategic Plans?

Is sufficient funding available in the Board's unappropriated fund balance to fund the amendment?

The Board will determine the long term financial impact on Board if the request were to be approved.

The Board may, after consulting with the Executive Director and the Provider Agency, consider deriving funding for the requested amendment from adjustments to the Provider Agency's approved Fiscal Year appropriation and allocation.