

 <p>Rainy River District Social Services Administration Board</p>	SECTION: Finance
	POLICY TITLE: Unexpended Funds
ORIGINAL DATE: April, 1999	POLICY AREA: Budget
REVISION DATE: September, 2016	POLICY NO: F-3.2
NEXT REVIEW DATE: September, 2020	APPROVED BY: <i>Board Resolution #64/16</i>

1. Purpose

- 1.1. In the event that the Rainy River District Social Services Administration Board (RRDSSAB) has unexpended funds, a determination is made as to the reason(s) funds remain uncommitted and unused. Unexpended funds may be required to be returned to the appropriate Provincial Ministry or funding source.

2. Policy

- 2.1. The Director of Finance & Asset Management identifies unexpended funds as early as possible, and determines the cause, in consultation with the respective Program Manager and Chief Administrative Officer (CAO).
- 2.2. In accordance with Ministry or funding source guidelines, funds may be re-allocated within the respective program to address identified issues.
- 2.3. The Director of Finance & Asset Management, in consultation with the CAO and respective Program Manager, deals with any unexpended funds at year-end, in accordance with applicable legislation.