



## Northlands College Policy Authorization for Appropriation of Funds

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### POLICY STATEMENT

Any restriction to surplus funds will be appropriated through a Board motion at its discretion.

### GUIDELINES

1. Internally appropriated surpluses will not be expended beyond the amounts appropriated by Board motion.
2. Internally appropriated surpluses will not be expended except for the purpose to which was expressed by Board motion.
3. The internally appropriated surplus may become unappropriated or appropriated for another purpose at the discretion of the Board as expressed through its motion.

### PROCEDURES

The Director of Finance and Operations and the President & CEO may recommend appropriations to the Board using the prescribed format established by the Board.

Reporting expenditures from appropriated funds will be made at the Board meetings by the Director of Finance and Operations.

Policy Originated: January 20, 1994	Approved by: President & CEO
Last Approved: January 2018	Signature: 