

Section:	Financial Management – Financial Management and Oversight	Document No.:	3.1.10
STATEMENT OF PURPOSE AND SCOPE POLICY		Approval Date:	12/03/09
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POLICY

Family and Children’s Services of Renfrew County (the Agency) Finance and Administration Policies and Procedures meet and serve the following needs and objectives:

- They set benchmarks against which it may be demonstrated that:
- Effective continuous financial and administrative planning takes place within the context of the Agency's Mission, Values, Strategic Plan, and Annual Service Management Plan.
- Financial and administrative planning includes planning for the management of the Agency's real estate properties and other assets.

The Agency:

- Ensures the efficient, economic and effective use of its financial resources;
- Is accountable to its community and its funders for prudent fiscal management;
- Negotiates agreements and fulfills its contractual obligations according to law, ministry of community, family and children's services requirements and sound management principles.

They codify Policies, Standards, Guidelines and Procedures that have been developed over time and which continue to evolve.

They provide guidance on financial and administrative matters primarily for the members of the agency family as a whole, including Board and Committee Members, Caregivers, Children and Families, Staff and Volunteers.