

WAGANAKISING ODAWAK STATUTE 2001-09

BUDGET FORMULATION PROCESS

I. PURPOSE AND SHORT TITLE

The purpose of this statute is to mandate procedures and deadlines for the Tribal Council to follow in the formulation of the annual Tribal governmental budget. It may be cited as the "Budget Act." This Statute repeals and replaces Waganakising Odawak Statute 1998001.

II. FISCAL YEAR

The fiscal year shall be from January 1 to December 31.

III. STEPS IN PREPARATION OF ANNUAL BUDGET

A. Department Proposals. By March 1 of each year, each Tribal Department shall submit a proposed budget to the Tribal Accountant. The proposal shall include a budget, and a justification.

B. Executive Draft. By March 15 of each year, the Tribal Accountant in consultation with the Tribal Administrator shall prepare and present a proposed budget to the Tribal Council. A copy of the Executive Draft will be provided to the Tribal Council.

C. Tribal Council Approval. By April 15 of each year the Tribal Council shall hold a work session to review and modify the Executive Draft Budget for approval at a regularly scheduled council meeting.

D. Tribal Membership Input.

1. The Tribal Council shall provide copies of the approved Executive Draft Budget to LTBB members upon request. Members shall be given reasonable notice, such as an announcement in the newsletter, of the availability of the approved Executive Draft Budget.

2. Between April 15 and May 15 of each year the Tribal Council shall present its Executive Draft Budget to the membership at large at an open session of the Tribal Council. Members shall be given reasonable notice, such as an announcement in the newsletter of the date, time and location of such meeting. Each program budget will be presented and there will be time for comments from Tribal Council, Tribal Administration, and Tribal Membership.

E. Reconciliation of Requests. The Tribal Council will reconcile budget requests between May 15 and June 15.

F. Final Approval of Budget by Tribal Council. The final budget shall be approved and adopted by the Tribal Council during the month of June, and sent to Tribal members upon request.

IV. AVAILABILITY AND SURPLUS FUNDS

A. Funding Availability. Programs and budgeted items shall be subject to funding availability.

B. Surplus Funds. Surplus funds remaining at the end of the fiscal year may be carried forward for reallocation by the Tribal Council in the next fiscal year if allowed by existing regulations. December 31 will be the cut-off date for processing program obligations.

V. QUARTERLY REVIEW

The Tribal Council shall review the budget quarterly and reallocate funds as needed. The Tribal Council shall have the right to make emergency allocations or reallocations of funds as needed and to borrow money to cover such allocations or reallocations if necessary.

VI. MODIFICATIONS

A. All program budget modifications must be approved by the Tribal Accountant and the Tribal Administrator

B. Any change in the scope of a program or increase in the total budget must be approved by the Tribal Council.

Certification

As Tribal Chairman and Tribal Secretary, the undersigned certify that this Statute was duly enacted by the Tribal Council of the Little Traverse Bay Bands of Odawa Indians at a regular meeting of the Tribal Council held on April 22, 2001 at which a quorum was present, by a vote of seven (7) in favor, zero (0) opposed, and zero (0) abstentions as recorded by this roll call.

	In Favor	Opposed	Abstained	Absent
George Anthony	<u> x </u>	_____	_____	_____
Regina Bentley	<u> x </u>	_____	_____	_____
Gerald Chingwa	<u> x </u>	_____	_____	_____
Bea Law	<u> x </u>	_____	_____	_____
Janet Shomin	<u> x </u>	_____	_____	_____
Susan Wysocki	<u> x </u>	_____	_____	_____
Alice Yellowbank	<u> x </u>	_____	_____	_____

Date: 05-15-01

Gerald Chingwa, Tribal Chairman

Susan Wysocki, Tribal Secretary