



INFRASTRUCTURE BUDGET POLICY

PURPOSE:

The purpose of the infrastructure budget policy is to reserve financial resources for current and/or future purchases of “infrastructure” types of investments (e.g., large software program, organizational development, etc.) necessary to the operations of First 5 Ventura. This will be accomplished through the use of annual Administrative budget savings. The Commission’s Equipment Replacement Fund shall continue to be used for equipment replacement needs and to purchase fixed assets such as computers, furniture, fixtures, etc.

POLICY:

The infrastructure budget will be funded through annual savings from the Administrative budget. For the initial year, FY2012/13, a maximum of \$10,000 in savings will be designated from the FY2012/13 Administrative budget. For each subsequent year, \$10,000 would be the maximum amount retained in the fund, unless a specific need(s) arises.

If a specific need is identified, a budget will be developed for funding the item(s) through one or more years of annual Administrative budget savings and submitted for Commission approval. When the expenditure is realized, the fund shall be restored to a maximum of \$10,000 as additional Administrative budget savings become available or from another source as determined by the Commission.

If the infrastructure dollars remain unspent and there is not a newly identified need that requires additional dollars, then Administrative savings from that budget year would not be used.