

<b>SUBJECT</b> Expense Management		<b>CHAPTER</b> 04	<b>SECTION</b> 01	<b>SUBJECT</b> 02
<b>CHAPTER</b> Fiscal Management		<b>SECTION</b> Budget		
<b>WRITTEN BY</b> Finance Committee		<b>REVIEWED BY</b>		<b>AUTHORIZED BY</b>

**I. APPLICATION:**

- PIHP Board                       CMH Providers                       SUD Providers  
 PIHP Staff                       CMH Subcontractors

**II. POLICY STATEMENT:**

Region 10 PIHP will only propose operating expenditures, which can be supported from ongoing operating and/or available revenues. Before Region 10 PIHP undertakes any agreements that would create fixed ongoing expenses, the cost implications of such agreements will be fully determined for current and future years. Capital expenditures proposals will be reviewed for compliance with this policy provision. Budgets will be created and managed to ensure that projected expenses are not exceeding revenue.

**III. DEFINITIONS: N/A**

**IV. STANDARDS:**

- A. Establishing, monitoring and managing programs budgets shall be the main tool utilized in expense management.
- B. PIHP staff are responsible for managing their budgets within the total appropriation.
- C. Emphasis is placed on improving individual and work group productivity. Region 10 PIHP will invest in technology and other efficiency tools to maximize productivity.

**V. PROCEDURES: N/A**

**VI. EXHIBITS: N/A**