

## **District 9 Policy #5 – Financing the District**

April 18, 2019

At the beginning of the fiscal year (Oct. 1 to Sept. 30) a Washington State District 9 meeting will be held (usually in October), at which time the District Administrator will present the District Financial Statement for the previous fiscal year. Copies will be given to each League and a copy will be sent to Little League Headquarters.

No later than the second District 9 meeting of the year (usually in November), the District Administrator will present a budget to the Leagues for the new fiscal year which shall include balance carried forward, estimated income and expenses, based on previous years' experience.

Expense items such as tournament supplies, travel of District 9 personnel to training sessions, postage, District 9 business phone bills, District 9 business FAX expenses, printing of District 9 material to be handed out to Leagues and District Staff, and District 9 clinics and training material/supplies/costs. Other items may be in the budget with approval from the District Leagues.

The Leagues should be asked to review and approve or amend the budget. The Leagues will be asked to make up the shortfall (if any) by means of a "League Assessment". The District will explain how much the shortfall is and also open discussions with the Leagues as to how best to fill this shortfall. This discussion may consist of:

1. Other Means of Income
2. Deletion of Expenses
3. League Assessments

Once the Budget is approved, the District Administrator shall manage the income and expenses of the District in accordance with the approved budget. If un-anticipated expenses arise, the District Administrator shall come back to the Leagues for guidance and with a recommendation as to how to handle this unforeseen expense.

All income to the District, whether cash or checks, shall be deposited in a District account. All expenses to the District shall be paid from the District account via check that requires two signatures, the District Treasurer and District Administrator.

**Bob Toigo**

Bob Toigo, DA

Wash. Dist. 9