

Indiana WIC Program
Indiana State Department of Health

Annual Budget

Policy

Local Agency (LA) must submit an annual budget proposal that is reasonable, necessary, and directly supports the program to receive funding.

Authority

7CFR Part 3016, OMB Circulars A-87, A-102, A-110, A-122, A-133;
ASMB C-10

Procedures

- I. The LA must:
 - A. Submit an annual proposed budget in a format and by a date prescribed by State Agency (SA).
 - B. Project expenditures for the budget period in specific line items.
 - C. Monitor its actual expenditures against its budget on at least a quarterly basis throughout the grant period.
- II. SA will:
 - A. Review budget proposals and may request revisions and/or clarifications.
 - B. Issue a grant agreement to LA for signature once the proposed budget is approved.
- III. Grant agreement is not in effect until all parties have signed.
- IV. LA may transfer funds from one line item to another with prior SA approval following a procedure prescribed by the SA.
- V. LA cannot carry over unspent funds in a fiscal year to the next fiscal year.