

**LUZERNE  
INTERMEDIATE  
UNIT #18**

**SECTION: FINANCES  
TITLE: BUDGET PLANNING  
ADOPTED: NOVEMBER 20, 2002  
REVISED: FEBRUARY 24, 2016**

602. BUDGET PLANNING	
1. Purpose	The Board considers budget planning to be an integral part of the budget process. Through planning, all budgets shall be designed to reflect the Board's goals and objectives regarding the programs and services of the Intermediate Unit.
2. Authority SC 964	Budgets shall be organized and planned to ensure adequate understanding of the financial needs associated with program support and development. The financial requirements of Intermediate Unit programs and services shall be reviewed on a continual basis.
3. Delegation of Responsibility	<p>To meet the objectives of this policy, the Board directs the Executive Director or designee to:</p> <ol style="list-style-type: none"><li>1. Include an estimated annual cost for implementation of the educational programs and services offered.</li><li>2. Prepare a plan for current and future technology needs.</li><li>3. Establish projected budgets of expenditures and income for the current year and ensuing year.</li><li>4. Prepare an annual estimate of anticipated program enrollments.</li><li>5. Maintain a plan of anticipated revenues based on changes in state and federal legislation.</li><li>6. Report to the Board any serious financial implications arising from the budget plans.</li></ol>