

## 2.7 - Budget Preparation - Policy

Section: Finance  
Subject: Budget Preparation  
Policy: 2.7  
Approved: August 22, 1995  
Revised: November 1, 2015

A budget shall be prepared for each fiscal year. Along with the budget, support documents, as set out in the business plan, shall be included. These documents should include: objectives, program plans, staff plans, capital purchases and other explanations consistent with the requirements of the Ministry. (September 13, 1982)

Where applicable, recommendations may be requested from staff involved in that particular area. (September 13, 1982)