

NFC Update – January 1<sup>st</sup> to March 31<sup>st</sup>, 2022

Here is a quarterly update from the National Finance Commission. The latest budget reconciliation for fiscal year 2021 is as of November 30<sup>th</sup> 2021. The final reconciliation through December 31, 2021, is expected by April 15<sup>th</sup>, which will allow us to provide a final update at the Spring NEC. To date we remain on track for Income and under projections with regards to Expenditures. Note the expenditures still presents that we're well under budget for FY 2021, however this does not include the final expenses from any recent National Travel. Nor expenditures for the 50<sup>th</sup> Convention and Century Committee (CentComm), which were approved at the Fall NEC and to be expensed against the FY '21 budget. Reminder was provided to each Committee to expend their appropriately approved expenditures by December 31, 2021, in order to be included in this fiscal year's budget. From our general understanding, some expenses did occur, and should be reflected in the upcoming reconciliation. As noted in the January 4<sup>th</sup> update, the NFC had been advised of the overall changes to how we'll engage in the overall financial processes, and that has occurred.

The status of the Goals for this Administrative year are outlined below.

National Finance Commission – Goals for Administrative year 2021 – 2022

1. **Provide a budget with actual past and present expenditures along with future predications for each line item.**
  - a. Budgets for Fiscal Year 2021 and 2022 have been submitted and approved by the NEC.
  - b. FY 2023 development approach is now aligned with TAL process.
    - i. TAL will begin the SAL budgeting process development during the months of June and July (*tentatively*), utilizing their appropriate financial analysis processes and input from our NFC. We will provide input based on core requirements we've captured from previous budgets, input from Commissions, and those linked to approved Resolutions.
    - ii. The proposed budget will then be presented to our NEC at the Fall 2022 meeting for final approval, and then presented to TAL for their review and final approval at their Fall 2022 NEC meeting.
2. **Streamline the voucher process for travel and per diem to all meetings.**
  - a. Travel Reimbursement for Call-Ins has been established and implemented by TAL. The process will be for all who have an authorized Call-In notification, to provide a completed Authorization Call-in Expense Report, in an appropriate timeline prior to the event. This will therefore provide TAL time to appropriately review and process the Expense Report with the desired outcome to be able to provide payment to those authorized at the event. Payment would be made after appropriate verification of attendance to the required meeting(s), by the individual with verification of attendance, via an appropriate role call at the required meeting(s).

**3. Develop financial guidelines**

- a. Based on updates in the prior goals, the NFC is now drafting a general Standard Operating Procedures set of guidelines, to support these areas as well as other general operating financial principles. The expectation is to have the draft completed by SAL National Convention.

Please note the specific details of any expenditure for our organization are subject to adjustments by The American Legion as appropriate and within the best interest of our overall program and those of The American Legion. As always, we are working with The American Legion to fine tune our finances, and will continue to provide awareness to this body, when substantial changes are implemented.

If there are any questions, please reach out to any member of the National Finance Commission, and we're looking forward to working with you during this administrative year.

*Leadership Through Action.....*

*Not Through Position.....*

Bill Hill (MD)

Chairman

National Finance Commission

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