



**1. Background:**

Ontario South is self-supporting through contributions from the groups in the area.

**2. Budget:**

OSA manages the income, expenses and many cost centres of the area (eg. AWSC, Assembly, Trillium and OSAAC) in an accounting software application. A proposed budget is approved one year in advance. The proposed budget is presented for discussion at AWSC. When approved at AWSC, it is then forwarded to Assembly for approval.

**3. Reports:**

The Treasurer will provide reports at AWSC and Assembly showing the financial status of the area as detailed in the Treasurer's responsibilities in Section 2A.

**4. Ample Reserve:**

Following the principal used by WSO, Ontario South maintains a ample reserve to a maximum of one year of operating costs. The total operating costs include financial contractual obligations. (eg. contracts for Trillium Convention, AWSC accommodations and Assembly)

**5. Annual Net Balance:**

Ontario South's financial year is January to December. Each year is independent of previous or future years. When revenue and expenses have been posted, and the accounts are closed for the year, the balance, whether positive or negative, is applied to the Ample Reserve unless otherwise determined by the Executive. Refer to page ninety-six of the WSO Al-Anon/Alateen service manual 2022-2025. (pages 106, 217-220).

**6. Equalized Travel Payments By Districts for AWSC:**

The principle of equalized travel helps to defray costs for DR's that travel long distances. When DR's attend AWSC, they may submit mileage to the Area Treasurer for reimbursement. Each District contributes to the equalized travel amount whether their DR is attending AWSC or not. The amount that each district pays is calculated by multiplying the amount established by the OSA

Executive by the number of groups in the district. Assembly motion dates – October 1998, May 2001 and October 2011.

**7. Requests:**

Requests can be made to Ontario South Assembly unless otherwise determined by the Executive. Refer to the WSO Al-Anon/Alateen service manual.

**Costs related to service:**

The financial principle that doing service work should not cost members is followed in Ontario South. Members should not be out of pocket to participate in service positions. See Sections 3: Executive Meetings, 4: AWSC and 5: Assembly, for guidelines related to costs while attending these meetings.

**8. Floats/Advances:**

Advances are for Executive and Co-ordinators who are financially unable to prepay expenses being incurred for AWSC and Assembly. An advance for AWSC and for Ontario South Assembly can be obtained from the OSA Treasurer. A signed written request or a personal e-mail is required 6 weeks or 45 days IN ADVANCE OF THE EVENT to receive payment. Any time closer to the event may result in non-payment due to work flow timelines that the treasurer will need to perform. Immediately after the event, a completed expense form and receipts are to be sent in at the earliest time possible, either accompanying a cheque for the excess funds or expenses owing which will be reimbursed by the OSA Treasurer.

Floats are given as start up funds for events such as the Trillium Convention or Assembly to help sub-committee's plan the program. The float will be returned to the OSA Treasurer, in the amount agreed upon by the event Chairperson and OSA Executive, within 60 days of the event or upon such other date as agreed by the parties.

**9. Delegate's Equalized payment to attend WSC:**

The area is informed by WSO regarding the amount for the required equalized payment to be paid for the Delegate's attendance at WSC. This amount is part of the proposed budget for the coming year.

**10. Delegate's Love Gift:**

Ontario South provides the Delegate with a monetary love gift to cover incidental expenses such as; attending the Canadian dinner the evening prior to WSC commencing; stamps for postcards, which the Delegate will send to members when attending the WSC.