

BC Non-Profit Housing Association

POLICY: Investment Policy Statement
TYPE: Financial
APPROVAL: Board of Directors
DATE REVISED: July 9, 2015
APPROVED:

Section I – Introduction

- 1.1 This statement of investment policy (the "Policy Statement") applies to the assets (the "Fund") accumulated by B.C. Non-Profit Housing Association ("Association") for the purpose of maintaining and preserving its ongoing business operations and financial contingencies.
- 1.2 The purpose of this Policy is to establish investment principles and guidelines appropriate for the purposes for which the Fund is maintained.
- 1.3 Any external investment manager (the "Manager") or other agent or advisor providing investment services for the Fund shall accept and adhere to this Policy.

Section II – Administration

- 2.1 The Board has delegated responsibility for the Fund management to the Finance Committee. The Finance Committee has the following responsibilities:
 - (a) Developing investment policy and amendments.
 - (b) Establishing investment management structure and selecting investment programs or managers.
 - (c) Monitoring investment results.
- 2.2 The activities of the Finance Committee will be reported to the Board by the Treasurer.
- 2.3 All investment decisions must consider BCNPHA's ownership position in Encasa Financial Inc. Notably, in addition to investment income, Encasa investments return revenue to BCNPHA through an additional fee arrangement, through equity dividends, and through increased value of the asset.

Section III – Fund Overview

- 3.1 It is the Association's responsibility to ensure that sufficient financial resources exist to properly service and maintain its ongoing business operations and financial contingencies.

Sample Policy And Procedure Manual For Non Profit

Marcel A. Müller



Sample Policy And Procedure Manual For Non Profit:

Model Policies and Procedures for Not-for-Profit Organizations Edward J. McMillan, 2008-03-28 What every not for profit must know about accounting tax and reporting requirements In the challenging world of not for profit management executives are held responsible for virtually every aspect of their organization s activities such as legal issues marketing lobbying editorial membership operations budgeting and of course finance For one person to be an authority in every area however is virtually impossible Completely revised and expanded the Fourth Edition of this invaluable tool is useful as a guide to nonprofit accountants financial managers and executives new to the area of financial management Addressing the accounting internal control and office administration issues that confront executives in nonprofit organizations this book Helps professionals develop formal policies in accounting and finance Shows how to strengthen an organization s financial procedures while assuring board members that they are meeting fiduciary responsibilities Provides more than 200 sample policies and forms both in the book and on the accompanying Web site offering downloadable and customizable versions of those forms Covers major topics including accounting and financial policies office administration policies and internal control and risk reduction policies Contains dozens of new model accounting and financial policies and forms covering Sarbanes Oxley issues codes of ethics identity theft fraud binding arbitrations compensation committees new bank rules fiduciary obligations of board members and many more topics Model Policies and Procedures for Not for Profit Organizations Fourth Edition offers provocative strategies for financial management and serves as a road map to sound fiscal and organizational structure for nonprofit organizations **The Nonprofit Manager's Resource Directory** Ronald A.

Landskroner, 2002-04-30 A newly revised and updated edition of the ultimate resource for nonprofit managers If you re a nonprofit manager you probably spend a good deal of your time tracking down hard to find answers to complicated questions The Nonprofit Manager s Resource Directory Second Edition provides instant answers to all your questions concerning nonprofit oriented product and service providers Internet sites funding sources publications support and advocacy groups and much more If you need help finding volunteers understanding new legislation or writing grant proposals help has arrived This new updated edition features expanded coverage of important issues and even more answers to all your nonprofit questions Revised to keep vital information up to the minute The Nonprofit Manager s Resource Directory Second Edition Contains more than 2 000 detailed listings of both nonprofit and for profit resources products and services Supplies complete details on everything from assistance and support groups to software vendors and Internet servers management consultants to list marketers Provides information on all kinds of free and low cost products available to nonprofits Features an entirely new section on international issues Plus 10 bonus sections available only on CD ROM The Nonprofit Manager s Resource Directory Second Edition has the information you need to keep your nonprofit alive and well in these challenging times Topics include Accountability and Ethics Assessment and Evaluation Financial Management General Management

Governance Human Resource Management Information Technology International Third Sector Leadership Legal Issues Marketing and Communications Nonprofit Sector Overview Organizational Dynamics and Design Philanthropy Professional Development Resource Development Social Entrepreneurship Strategic Planning Volunteerism **Financial Management for Nonprofit Organizations** John Zietlow, Jo Ann Hankin, Alan Seidner, Tim O'Brien, 2018-04-10 Essential tools and guidance for effective nonprofit financial management Financial Management for Nonprofit Organizations provides students professionals and board members with a comprehensive reference for the field Identifying key objectives and exploring current practices this book offers practical guidance on all major aspects of nonprofit financial management As nonprofit organizations fall under ever increasing scrutiny and accountability this book provides the essential knowledge and tools professional need to maintain a strong financial management system while serving the organization s stated mission Financial management cash flow and financial sustainability are perennial issues and this book highlights the concepts skills and tools that help organizations address those issues Clear guidance on analytics reporting investing risk management and more comprise a singular reference that nonprofit finance and accounting professionals and board members should keep within arm s reach Updated to reflect the post recession reality and outlook for nonprofits this new edition includes new examples expanded tax exempt financing material and recession analysis that informs strategy going forward Articulate the proper primary financial objective target liquidity and how it ensures financial health and sustainability Understand nonprofit financial practices processes and objectives Manage your organization s resources in the context of its mission Delve into smart investing and risk management best practices Manage liquidity reporting cash and operating budgets debt and other liabilities IP legal risk internal controls and more Craft appropriate financial policies Although the U S economy has recovered recovery has not addressed the systemic and perpetual funding challenges nonprofits face year after year Despite positive indicators many organizations remain hampered by pursuit of the wrong primary financial objective insufficient funding and a lack of investment in long term sustainability in this climate financial managers must stay up to date with the latest tools practices and regulations in order to serve their organization s interests Financial Management for Nonprofit Organizations provides clear in depth reference and strategy for navigating the expanding financial management function

Model Accounting and Financial Policies & Procedures Handbook for Not-for-profit Organizations Edward J. McMillan, 1999 *Profits for Non-profits* Nancy Kirk, 2005-11-01 Learn how to manage your non profit gift shop whether you are managing a hospital gift shop zoo or museum shop or any kind of non profit entity Nancy Kirk former gift shop manager has written the ultimate guide to running a successful non profit gift shop Learn how to minimize efforts to maximize profits regardless of whether you are opening a new gift shop or running an existing gift shop Learn how your gift shop s profits can really make a significant impact on the philanthropic causes of any non profit organization Make a real contribution with profits from volunteer operated gift shops This book shows you how in simple easy to understand steps complete with ready

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Nonprofit Financial Management Charles K. Coe, 2011-05-12 A timely practical and concise handbook of best practices for nonprofit financial management In 2010 an estimated 325 000 charities membership groups and trade associations with small nonprofits disproportionately represented stand to lose their tax exemptions for failure to comply with financial management requirements Nonprofit Financial Management A Practical Guide is a timely functional and concise handbook of best practices for nonprofit organizations of every size Addresses federal reporting requirements and discusses methods to decrease expenses ensure accounting control increase revenues through professional cash management and understand budget statements Explains how to read financial statements and analyze a nonprofit s financial condition by using the most recent IRS 990 reporting form Covers the full range of financial management topics including accounting internal controls auditing evaluating financial condition budgeting cash management and banking purchasing and contracting borrowing and risk management Written in an easy to read style with more than 100 exhibits this book is essential for every nonprofit financial manager

The Handbook of Nonprofit Governance BoardSource, 2010-04-16 THE HANDBOOK OF NONPROFIT GOVERNANCE From BoardSource comes The Handbook of Nonprofit Governance This comprehensive resource explores the overarching question of governance within nonprofit organizations and addresses the roles structures and practices of an effective nonprofit The Handbook of Nonprofit Governance covers the topics that are of most importance to those charged with creating and sustaining effective leadership including building a board succession planning policies financial oversight fundraising planning strategic planning processes risk management and evaluation of

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creates a foundation for understanding investing in a difficult environment For the experienced it serves as a checklist of issues to be considered in exercising appropriate investment oversight Thomas H Hodges Executive Vice President Finance and Treasurer Evanston Northwestern Healthcare Evanston Illinois

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