

Madawaska Valley

Association For

Community Living

**POLICY: PLANNING & ACCOUNTABILITY**

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**CATEGORY: GOVERNANCE**

Policy Statement:

The Madawaska Valley Association for Community Living is a major provider of Services and Supports to individuals with complex support needs, their families, and the community. In addition, the Association is an active partner in the community development process. Planned change and accountability are key elements in managing the Association's contribution to the community.

Procedure:

1. The Association will review its Statement of Rights, Mission and Vision and Principles on an annual basis and will amend this statement based on the direction of its membership (as/if necessary).

2. The Association will develop and maintain a comprehensive long-range plan. This plan will be updated annually by the Board of Directors.

3. The Association will develop an operating plan annually (i.e. each fiscal year). This plan will include work plans for all committees, programs and services. The plan will also include an operating budget for the fiscal year.

4. All plans and activities will be consistent with the Association's Mission Statement, Vision and Principles. Operating plans and budgets will be consistent with long-term goals and strategic directions established by the Board of Directors.

5. Each service or program must define its stakeholders (i.e. those individuals and/or group which have a direct personal economic interest, a "stake", in an operation). Plans and activities should be based on the input of stakeholders.

6. The Association will be accountable to its stakeholders. In this respect, progress made on all operating plans will be reported quarterly (April, July, October, January). An annual report will be presented each year at the Association's Annual General Meeting. Printed copies of the Annual Report will be made available to members of the Association and organizations providing funding support to the Association.