

Funding Requests Outside NOAMA's Operating Budget Policy

Last Approved:	NOAMA Board	January 28, 2025
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1. Background

The Northern Ontario Academic Medicine Association (NOAMA) administers funding through an Alternate Funding Plan (AFP) to advance its mandate and support the mission of the Northern Ontario School of Medicine University (NOSM U).

NOAMA operates independently as a physician-controlled association governed by the three signatory organizations to the agreement: Physician Clinical Teachers' Association (PCTA), NOSM U and the hospitals.

Funding requests outside NOAMA's normal operating budget should align with the AFP's intended purpose, support NOSM U's mandate, adhere to NOAMA's balanced budget and financial policies, and demonstrate compatibility with NOAMA's principles of funding.

2. Purpose

This policy establishes a consistent and transparent framework for receiving, evaluating, and approving funding requests from stakeholders, particularly NOSM U. It ensures accountability, alignment with NOAMA's AFP purpose, and prevents funding of ongoing operational deficits or continuous requests.

3. Definitions

NOSM U funding request: New NOSM U requests are for initiatives aligned with the AFP's purpose but are not part of NOAMA's operating budget or regular funding allocations.

Designated NOSM U Endorser: The Vice-President, Administration and Chief Operating Officer of NOSM U, or a designated delegate, is responsible for reviewing, consolidating, and endorsing funding requests submitted to NOAMA on behalf of NOSM U.

4. Policy Statement

- NOAMA will consider funding requests originating outside its internal operations only if endorsed by the designated NOSM U endorser.
- b) Requests must clearly demonstrate alignment with NOAMA's AFP purpose and NOSM U's strategic objectives.
- c) To ensure efficiency and prevent duplication, NOAMA will not entertain multiple or uncoordinated requests from different NOSM U units or individuals.
- d) NOAMA will only accept requests for one-time funding of special projects. Continuous funding, operationalized requests, or those intended to cover ongoing deficits will not be considered.
- e) The NOAMA Board retains final authority over all funding decisions.

5. Policy Details

- a) Request Submission:
 - i. All funding requests must be submitted through the designated NOSM U endorser.
 - ii. Requests must include a detailed proposal outlining the initiative, purpose, alignment with the AFP mandate, and a financial breakdown.
 - iii. Proposals must include a plan for accountability, such as a report back to NOAMA confirming how the funding supported the AFP mandate.

- b) Coordination and Endorsement:
 - i. The designated NOSM U endorser is responsible for consolidating, vetting, and prioritizing funding requests before submission to NOAMA.
 - ii. Only requests endorsed by the designated office will be reviewed by NOAMA.
- c) Evaluation Process:
 - i. NOAMA's Distribution Working Group (DWG) will evaluate endorsed requests based on strategic alignment, feasibility, and availability of funds.
 - ii. Funding approvals are contingent on the availability of unrestricted net assets, deferred revenue allocated for such purposes, or unanticipated fiscal surpluses.
- d) Approval and Communication:
 - i. The DWG will make recommendations to the NOAMA Board, which must approve all funding decisions.
 - ii. NOAMA will communicate decisions directly to the designated NOSM U endorser to ensure a streamlined process.

6. Procedures

- The designated NOSM U endorser will serve as the sole point of contact for submitting funding requests to NOAMA.
- b) All requests must be accompanied by a utilization plan and detailed financial proposal.
- c) NOAMA will document and review requests on an ad hoc basis, ensuring alignment with its one-time expenditure policy.
- d) The transfer of funds for approved requests will be executed upon resolution by the NOAMA Board.

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1.0	2025.01.26	Original policy