

# FISCAL FITNESS AWARD

The OEA Fiscal Fitness Award is designed to increase the Association's financial performance on both the state and local levels.

## TIMELINE

- Locals will have the opportunity to meet the criteria for the award for work completed during the 2017-2018 fiscal year.
- Application is due to the OEA Secretary-Treasurer's Office by **January 31, 2019**.

## AWARDS

- First time awardees will receive \$2000; continual qualifiers receive \$500. No local may receive the first-time award more than once every 5 years. Cash awards are subject to the constraints of the OEA budget.

## CRITERIA

With approval and participation by their governing bodies, locals will apply for the award and submit a portfolio that demonstrates meeting the following criteria:

1. Membership Criteria: These include meeting the important deadlines necessary for an Outstanding Treasurer Award, reconciled membership reports, and timely reporting of changes in local membership.
2. Financial criteria: These include evidence of making deposits within one week, meeting financial obligations, and no acts of dishonesty or fraud.
3. Annual attendance at an OEA-sanctioned Treasurer's Workshop by the local treasurer (or other officer for continuing recognition).
4. A bi-annual budget adopted by the local governing body with evidence that budgeting is an ongoing annual process. (Budgets Fiscal Year 2017-2018 and Fiscal Year 2018-2019 required.)
5. Monthly financial reports.
6. An annual audit.
7. Itemized records of receipts and expenditures.
8. Correctly completed tax returns (where applicable).
9. Evidence of tax-exempt status (where applicable).
10. An established practice of requiring dual signatures for all local association checks.

**Please mail your binder/portfolio to: OEA Secretary-Treasurer, P.O. Box 2550, Columbus, OH 43215**

A program application and criteria booklet, can be found on OEA's Website. If you have questions, or require additional guidance, please call Secretary-Treasurer Mark Hill, at 614-227-3199.