

**FINANCIAL MANAGEMENT SERVICES DIVISION
GOALS AND OBJECTIVES
SPFY 2020**

GOAL: To provide financial management assistance through the development and implementation of the appropriate policies and procedures (P&Ps).			
OBJECTIVE: To review and update the P&Ps of the Financial Management Services Division in accordance with the required food instruments (FIs) and cash-value vouchers (CVVs) regulations.			
SPECIFIC ACTIVITY OR TASK	RESPONSIBLE STAFF	STARTING-ENDING DATE MONTH/YEAR	COMMENTS
a. Review and submit to FNS for the appropriate approval P&P 5.34 on <i>NSA Drawdowns</i> to include Food drawdowns.	Financial Management Services Division (Budget & Finance Supervisor; Food Funds Supervisor; other related staff)	October 2019 – September 2020	
b. Create and submit to FNS for the appropriate approval P&P 5.26 on <i>Food Delivery System</i> .	Financial Management Services Division (Budget & Finance Supervisor; Food Funds Supervisor; other related staff)	October 2019 – September 2020	
c. Review and submit to FNS for the appropriate approval P&P 5.09 on <i>Lost and Found Food Instruments (FIs) and Cash Value Vouchers (CVVs) Expired and Never Deposited</i> .	Financial Management Services Division (Budget & Finance Supervisor; Food Funds Supervisor; other related staff)	October 2019 - September 2020	