



STATE OF MICHIGAN

INDEPENDENT CITIZENS REDISTRICTING COMMISSION

Resolution 2021.01.03
ICRC Policy for Approval of Expenses
Presented: January 7, 2021

RESOLVED, that the Independent Citizens Redistricting Commission (ICRC) authorizes and approves the adoption the ICRC Policy for Approval of Expenses, as proposed.

Attachment:
Draft Policy for Approval of Expenses

MOTION TO AMEND:

- Yes
- No

	Main	Amendment
Motion by Commissioner		
Second by Commissioner		

RESULT: _____
If Roll Call Vote, see attached.



DRAFT

Independent Citizens Redistricting Commission Policy for Approval of Expenses

The Executive Director shall have authority to approve payment of any expenses that have been approved by the Independent Citizens Redistricting Commission (ICRC) at a Commission meeting or within a budget approved by the ICRC.

Payroll and expenses of the Executive Director shall be approved by the Chair or Vice Chair of the ICRC. The Executive Director may approve subsequent directly related expenditures. (For example, after the Chair or Vice Chair of the Commission approves the Executive Director's payroll, then the Executive Director may approve Legislative Services payment to Kelly Services for this specific payroll.)

Payroll and expenses of the ICRC members and staff shall be approved by the Executive Director.

Reimbursement for ICRC travel will be paid according to the State of Michigan travel policy and rates. Mileage reimbursement will require a Google or similar map documenting the miles.

Reimbursement for reasonable expenses incurred while carrying out one's job will be paid, subject to documentation by receipts and authorization by the Executive Director, or authorization by the Chair or Vice Chair for the Executive Director.

The Executive Director will provide reports to the ICRC, including any detail regarding expenditures, as requested.

ICRC members and staff will ensure all financial transactions and procedures are carried out with integrity and transparency.

Approved: _____
(Date)