

# EOPD.ie Reserves Policy

## Introduction

In accordance with best practice as recommended by the [Charities Regulator in Ireland](#), the Board of Directors of Early onset Parkinson's Disease (EOPD.ie), ("the Board"), has developed this reserves policy for the organisation. The purpose of the policy is to ensure transparency and clarity for all stakeholders about what EOPD.ie reserves are, how they are accumulated, how and when they are spent and how adherence to this policy is monitored by the Board to ensure compliance.

## What are reserves?

Reserves are made up of funds that are available for expenditure in a future period.

## Why EOPD.ie holds reserves?

The Board is responsible to ensure that EOPD.ie has adequate funds on hand to ensure the long-term viability of the organisation and to maintain the smooth operation of EOPD.ie. To allow for an unexpected shortfall in revenue or an unexpected increase in expenditure the Board has decided that EOPD.ie should maintain a certain level of reserves. In determining the appropriate level of reserves to maintain the following are considered:

- Strategic and financial plans and budgets.
- Sources of income and how it is generated – membership and donor.
- Recurring and non-recurring expenditure.
- Contractual obligations eg. rent.
- Current and unplanned expenditure
- Risks and external events putting pressure on EOPD.ie.

The nature of holding reserves is not a static position and the above issues will be considered annually by the Board when reviewing the level of reserves being maintained.

## Target level of reserves

The Board has currently set the target level of reserves at three months of expenditure.

## Principles

The principles underlying this policy are:

- EOPD.ie will manage its finances so as to ensure that the level of year end reserves is adequate to meet three months' expenditure.
- EOPD.ie will not build up excessive reserves but if they have arisen, we will have a plan to reduce them over a limited period of time, as agreed by the Board.
- EOPD.ie will only use reserves to deal with a sudden unexpected drop in its core income or necessary increased expenditure not included in its budget.
- EOPD.ie reserves will always be used for the furtherance of EOPD.ie' strategy and objectives.
- EOPD.ie may on occasion use unrestricted reserves to fund cash flow due to the seasonal nature of the receipt of EOPD.ie income, (from members or grant payments).

## Monitoring this policy

The Board will review the level of reserves on a quarterly basis and report to the Board on whether the target for reserves is being met. Reserves are then reported annually in our Directors' Report and Annual report. Members are asked to approve these, as well as our annual budget, at the Annual General Meeting.

*This policy is posted on our website so it is fully accessible to members, and is reviewed annually.*