

## **PA Policy Manual**

### **Chapter 3 – Regional Government**

#### **3.1 Annual Region Requirements**

- (a) Each Region shall adopt Region Bylaws, which shall be amended on an annual basis. Bylaws and amendments thereto shall be submitted to the IPA office.
- (b) By July 15th of each year, each IPA Region shall forward to the IPA office the following information:
- Region Leadership Information
  - Region Calendar of Events
  - Liquor Liability Form
  - Regional Goals
  - Membership Goals
  - Year End Financial Report
- (c) By August 1<sup>st</sup> of each year, each IPA Region shall forward to the IPA office the following information:
- Audit Verification Form
- (d) Regions that do not submit to the IPA office the information in section (b), above, are not eligible to receive region development money for that fiscal year.

Adopted: May 1, 2007  
Revised: October 20, 2013