



## **HARBOR REGIONAL CENTER Contract Approval Policy**

All contractual agreements that commit Harbor Regional Center (Harbor) should reflect sound business practices, responsible financial decision-making and adherence to legal requirements.

Additionally, any Harbor contract of two hundred fifty thousand dollars (\$250,000) or more must receive approval from the governing Board before it is considered valid.

No Harbor contract of \$250,000 or more will be valid unless approved by the Board of Trustees in compliance with this written policy (WIC 4625.5(b)).

The President, Vice President, Treasurer, Secretary, Executive Director and the Chief Financial Officer are authorized to enter into business contracts and purchase orders on behalf of Harbor to support daily operations and services. However, single contract or purchase order that exceeds two hundred fifty thousand dollars (\$250,000) must receive prior authorization from the Board of Trustees.

*Approved by the Harbor Developmental Disabilities Foundation Board of Trustees, June 11, 2011*

*Amendment approved by the Harbor Developmental Disabilities Foundation Board of Trustees, March 18, 2025*