

13th Annual Governmental GAAP Update

Group-Live Satellite Training

Thursday, November 6, 2008

1:00 p.m. – 5:00 p.m. Eastern Time Zone

Please adjust time to your time zone



Returning Sites

When is the program? The program will be broadcast on Thursday, November 6, 2008, during the following times:

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|----------------------|------------------------|
| ▪ Eastern Time Zone | 1:00 p.m. – 5:00 p.m. |
| ▪ Central Time Zone | 12:00 noon – 4:00 p.m. |
| ▪ Mountain Time Zone | 11:00 a.m. – 3:00 p.m. |
| ▪ Pacific time Zone | 10:00 a.m. – 2:00 p.m. |
| ▪ Alaska Time Zone | 9:00 a.m. – 1:00 p.m. |

Are there any costs to host a downlink site this year? There are no direct costs to the host organization. However, if you have to rent a facility and/or equipment or decided to provide food/refreshments for the participants, these are considered out-of-pocket expenses and will not be reimbursed by the GFOA. To offset any out-of-pocket expenses, the GFOA offers a revenue sharing program. Organizations will earn a percentage of their site's net revenue based on the total number of paid attendees.

If your site has:

- 10 or more paid participants
- 20 or more paid participants
- 30 or more paid participants
- 50 or more paid participants

Your organization will earn:

- 10% of the net revenue for the site
- 15% of the net revenue for the site
- 20% of the net revenue for the site
- 25% of the net revenue for the site

Revenue sharing checks are mailed four to six weeks after the conclusion of the program.

I have the facility – how do I register my downlink site? Download a host application from the GFOA's Web page at www.gfoa.org. There is no deadline to submit a host application. However, the earlier you register your downlink site, the earlier the GFOA can begin to market your site to interested participants.

What can the site coordinators expect this year? Most correspondence with this person will be via e-mail again. The GFOA will prepare a Site Coordinator Manual. The manual will be available on the GFOA's Web page at www.gfoa.org. The manual will provide coordinators with detailed information on all of the pre, day of, and post program responsibilities.

Will the GFOA conduct a signal test prior to the broadcast? The GFOA will arrange for two signal tests prior to the broadcast, as well as a technical support hotline for the test signal and broadcast date. It is extremely important that you and your technical coordinator participate in

one or both of these tests to ensure that the equipment at your facility is working properly. The test dates, times, and coordinates will be e-mailed to the site coordinators.