Training opportunities

July-September 2015

Meeting your training needs and CPE requirements

To learn more or register for any of these events, visit www.gfoa.org
As part of its mission of promoting the sound financial management of government resources, the Government Finance Officers Association (GFOA) proudly sponsors a rich array of training opportunities for finance professionals who serve the needs of state, provincial, and local governments. GFOA training comes in a variety of forms (see below), suitable to learners at all levels (basic, intermediate, advanced), and all of which qualify participants to receive continuing professional education (CPE) credit. Visit www.gfoa.org for details, to register online, and for additional training announcements.

Take part in CPE-accredited:

- **Group-live courses.** Take advantage of training close to home or in your area by participating in a one- or two-day seminar with a GFOA staff member or an approved GFOA instructor.

- **Immersion courses.** Maximize your training opportunities by taking part in subject-intensive courses held at GFOA’s offices in Chicago, Illinois.

- **Internet-based seminars.** Enjoy the convenience of training at your desktop by viewing materials of GFOA’s one- or two-hour presentations as a webinar.

- **Live-streaming courses.** View live-video training sessions from the convenience of your computer.
Group-Live Courses

Chicago, Illinois
www.choosechicago.com

Classes will be held at the GFOA offices:
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210.
Reserve your room at Hyatt Place Chicago River North
66 West Illinois Street, Chicago, Illinois 60654
$179 single/double plus 16.4% tax
Take advantage of the negotiated rate until July 3, 2015.

AUGUST 3-7

Accounting Academy: An Intensive Introduction to Governmental Accounting, Auditing, and Financial Reporting

Field of study: Accounting (Governmental)
Prerequisites: None
Course level: Intermediate
CPE credits: 32
Price: $1,100 Active/Associate Member; $1,500 Nonmember
Monday: 1:00 pm – 5:00 pm
Tuesday through Thursday: 9:00 am – 5:00 pm
Friday: 8:00 am – 12:00 pm (Central)

PLEASE NOTE

Prerequisites are recommended, not required.
Continental breakfast and lunch are included with the group-live course registration fee.

For more details, early and group discount information, and to register, visit
www.gfoa.org

Check out course recommended reading and other GFOA publications on the website.
Minneapolis, Minnesota
www.minneapolis.org

Classes will be held at the Hyatt Regency Minneapolis
1300 Nicollet Mall, Minneapolis, Minnesota 55403
$135 single/double plus 13.4% tax
Take advantage of the negotiated rate until August 5, 2015.

AUGUST 18
NEW
Pension & Benefit Administration Best Practices
Field of study: Business Management & Organization
Prerequisites: None
Course level: Intermediate
CPE credits: 6
Price: $370 Active/Associate Member; $550 Nonmember
9:00 am – 5:00 pm (Central)

AUGUST 18-19
NEW
Advanced Governmental Accounting
Field of study: Accounting (Governmental)
Prerequisites: Intermediate Governmental Accounting (or equivalent)
Course level: Advanced
CPE credits: 16
Price: $580 Active/Associate Member; $790 Nonmember
9:00 am – 5:00 pm (Central), both days

AUGUST 19
NEW
Debt Management for Frequent Issuers
Field of study: Management Advisory Services
Prerequisites: Debt management best practices
Course level: Advanced
CPE credits: 8
Price: $370 Active/Associate Member; $550 Nonmember
9:00 am – 5:00 pm (Central)

AUGUST 20
Investing Public Funds
Field of study: Management Advisory Services
Prerequisites: None
Course level: Basic
CPE credits: 8
Price: $370 Active/Associate Member; $550 Nonmember
9:00 am – 5:00 pm (Central)

AUGUST 20-21
Advanced Financial Reporting
Field of study: Accounting (Governmental)
Prerequisite: Intermediate Governmental Accounting (or equivalent)
Course level: Advanced
CPE credits: 16
Price: $580 Active/Associate Member; $790 Nonmember
Thursday: 9:00 am – 5:00 pm
Friday: 8:00 am – 4:00 pm (Central)
Sacramento, California

www.visitsacramento.com

Classes will be held at the Hyatt Regency Sacramento
1209 L Street, Sacramento, California 95814
$107 single/double plus 12% tax and 3%
Take advantage of the negotiated rate until August 17, 2015.

AUGUST 31  Accounting for Capital Assets
Field of study: Accounting (Governmental)
Prerequisites: None
Course level: Basic
CPE credits: 8
Price: $370 Active/Associate Member; $550 Nonmember
9:00 am – 5:00 pm (Pacific)

AUGUST 31  Economic Development
Field of study: Management Advisory Services
Prerequisites: None
Course level: Intermediate
CPE credits: 8
Price: $370 Active/Associate Member; $550 Nonmember
9:00 am – 5:00 pm (Pacific)

SEPTEMBER 1  Accounting for Pensions and OPEB
Field of study: Accounting (Governmental)
Prerequisites: None
Course level: Advanced
CPE credits: 8
Price: $370 Active/Associate Member; $550 Nonmember
9:00 am – 5:00 pm (Pacific)

SEPTEMBER 1-2  Long-Term Financial Planning
Field of study: Finance
Prerequisites: None
Course level: Basic
CPE credits: 16
Price: $580 Active/Associate Member; $790 Nonmember
9:00 am – 5:00 pm (Pacific), both days

SEPTEMBER 2  Evaluating Internal Controls
Field of study: Accounting (Governmental)
Prerequisites: None
Course level: Basic
CPE credits: 8
Price: $370 Active/Associate Member; $550 Nonmember
9:00 am – 5:00 pm (Pacific)
T

Take part in CPE-accredited:
- Subject-intensive courses held at all levels (basic, intermediate, advanced), and all of which
  - Management of government resources, the Government Finance Officers Association (GFOA) proudly sponsors a rich array of
  - Opportunities by taking part in subject-intensive courses held
  - At home or in your area by participating in a one- or two-day
  - Or two-hour presentations as a webinar.

Maximize your training
- View live-video training
- Reserve your room at Hyatt Place Chicago River North
  - AUGUST 66 West Illinois Street, Chicago, Illinois 60654
  - AUGUST Classes will be held at the GFOA offices:

Classes will be held at the GFOA offices:
- 203 North LaSalle Street, Suite 2700
  - Chicago, Illinois 60601-1210.
- Reserve your room at Hyatt Place Chicago River North
  - 66 West Illinois Street, Chicago, Illinois 60654
  - $194 single/double plus 16.4% tax
  - Take advantage of the negotiated rate until August 15, 2015.

NEW

SEPTEMBER

3-4

Advanced Financial Reporting
Field of study: Accounting (Governmental)
Prerequisite: Intermediate Governmental Accounting (or equivalent)
Course level: Advanced
CPE credits: 16
Price: $580 Active/Associate Member; $790 Nonmember
Thursday: 9:00 am – 5:00 pm
Friday: 8:00 am – 4:00 pm (Pacific)

Forecasting and Data Analysis
Field of study: Finance
Prerequisites: None
Course level: Advanced
CPE credits: 16
Price: $580 Active/Associate Member; $790 Nonmember
9:00 am – 5:00 pm (Pacific), both days

Course times are subject to change. Visit www.gfoa.org for the latest schedule.

Chicago, Illinois
www.choosechicago.com

Budget Analyst Training Academy
Field of study: Finance
Prerequisites: None
Course level: Basic
CPE credits: 24
Price: $735 Active/Associate Member; $940 Nonmember
Tuesday: 1:00 – 5:00 pm
Wednesday and Thursday: 9:00 am – 5:00 pm
Friday: 9:00 am – 1:00 pm (Central)
<table>
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<tr>
<th>Date</th>
<th>Course Title</th>
<th>Field of study</th>
<th>Prerequisites</th>
<th>Course level</th>
<th>CPE credits</th>
<th>Price:</th>
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<tbody>
<tr>
<td>JULY 15</td>
<td>Understanding Internal Control</td>
<td>Auditing (Governmental)</td>
<td>None</td>
<td>Basic</td>
<td>2</td>
<td>$85 Active/Associate Member; $160 Nonmember</td>
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<td>AUGUST 12</td>
<td>Update on Bond Disclosure</td>
<td>Management Advisory Services</td>
<td>None</td>
<td>Basic</td>
<td>2</td>
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<td>AUGUST 13</td>
<td>Best Practices in Budgeting and Fiscal Policy</td>
<td>Finance</td>
<td>Basic understanding of budgeting principles</td>
<td>Basic</td>
<td>2</td>
<td>$85 Active/Associate Member; $160 Nonmember</td>
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<td>SEPTEMBER 10</td>
<td>Accounting and Disclosure for Investments</td>
<td>Accounting (Governmental)</td>
<td>Intermediate Governmental Accounting (or equivalent)</td>
<td>Intermediate</td>
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<td>$85 Active/Associate Member; $160 Nonmember</td>
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<td>SEPTEMBER 30</td>
<td>Preparing a Banking Services RFP</td>
<td>Organization &amp; Business Management</td>
<td>None</td>
<td>Basic</td>
<td>2</td>
<td>$85 Active/Associate Member; $160 Nonmember</td>
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GFOA Training Registration Form

Registration Options:
1. Register online at www.gfoa.org
2. Fax-Mail-Scan and e-mail registrations paid by purchase order, money order, check, or credit card to:
   GFOA, 203 North LaSalle Street, Suite 2700, Chicago, IL 60601
   Fax: (312) 977-4806; E-mail: training@gfoa.org. If you fax this form, do not mail the original.

GFOA retains the right to close classes that are full or cancel classes due to low enrollment. Please do not buy non-refundable tickets until you receive registration confirmation. A copy of the confirmation and invoice will be sent as a PDF attachment via e-mail from training@gfoa.org. Please add this address to your allowed senders list. All fees must be paid in full by the time of the seminar. For more registration details, visit www.gfoa.org.

Please print or type:

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<tr>
<th>Name</th>
<th>Title</th>
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<th>GFOA Membership Number</th>
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<th>Nonmember</th>
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<tr>
<th>Seminar(s) Title</th>
<th>Date</th>
<th>Location</th>
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Seminar Fees Total $ ____________

10% discount for (3+) group - ____________
10% discount for paid early registration - ____________
Discount for paid new member: -$25.00 - ____________
New member fee: Visit www.gfoa.org or call GFOA at (312) 977-9700 for fee

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<th>Subtotal</th>
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See chart at right.

Total $ ____________

Payment Information (Please Check One)

Payable to “Government Finance Officers Association”
Send to: GFOA • 203 N. LaSalle St. • Suite 2700 • Chicago, IL 60601-1210

Payment by check:

Payment by credit card: scan and e-mail this form to training@gfoa.org; fax to (312) 977-4806; or send to:
GFOA • 203 N. LaSalle St. • Suite 2700 • Chicago, IL 60601-1210

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<td>Visa</td>
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P.O. No.: __________________________
GFOA Tax ID Number: 36-2167796

Seminar Length | Member | Nonmember
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<tr>
<td>One day (8 CPE)</td>
<td>$370</td>
<td>$550</td>
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<tr>
<td>Two days (16 CPE)</td>
<td>$580</td>
<td>$790</td>
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<tr>
<td>Internet Training (2 CPE - 120 minutes)</td>
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<td>$160</td>
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<tr>
<td>Immersion Course</td>
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</tr>
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<td>Accounting Academy (32 CPE)</td>
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<td>Budget Academy (24 CPE)</td>
<td>$735</td>
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</table>

Please indicate any special needs:

________________________________________

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Go to www.gfoa.org for early discounted fees.

Save with group discounts

Government Finance Officers Association
203 North LaSalle Street, Suite 2700, Chicago, IL 60601-1210
phone 312.977.9700 | fax 312.977.4806 | www.gfoa.org
Training Policies

The GFOA offers the following ways to receive discounts:

**Early Registration:** Register early and receive a 10 percent discount. Please view the training registration form at [www.gfoa.org/search-for-training](http://www.gfoa.org/search-for-training) for deadline dates. In order to be eligible for the discount, registrations must be received and paid in full by check or credit card by the date listed with the monthly sessions. Certain seminars do not qualify for an early discount. Please visit [www.gfoa.org](http://www.gfoa.org) for complete policies.

**Groups:** If your organization registers three or more people for the same seminar, you may reduce their registration fees by 10 percent. To qualify for the discount, registrations must be mailed together and paid with one check or invoice. Certain seminars do not qualify for a group discount. For details regarding a particular training event, visit [www.gfoa.org](http://www.gfoa.org).

**Internet Training Groups:** Registration fee is per person. Group discounts are available. Early and/or student registration discounts do not apply to Internet training. Register and pay for 3 to 9 participants and receive 10 percent off the total cost of the registrations. Register and pay for 10 or more participants and receive 15 percent off the total cost of the registrations. To qualify for the group discount, registrations must be submitted together. Individual registrations submitted separately or after the original group is submitted will not qualify for the group discount. Cancellation requests must be made in writing to the GFOA. All cancellations received five business days before the event date will incur a $20 administrative fee. No refunds will be issued after that date.

**New Members:** If you join GFOA at the same time that you register for a seminar, you may enroll at the lower member rate and receive an additional discount of $25. Include your membership fee with your registration payment. E-mail GFOA’s membership department at Membership@gfoa.org for information on membership fees.

**Substitutions (government entities only):** A one-for-one substitution of a nonmember for an active member is allowed. If your organization has a current GFOA member on the staff who is not attending the training, a nonmember may attend in his or her place at the lower member rate. Nonmembers (from the private sector) cannot substitute for associate members.

**Cancellation Policy:** Cancellation notices must be submitted by fax to (312) 977-4806 or by e-mail to training@gfoa.org. Please reference the specific cancellation action dates for each seminar listed in the training registration form posted to [www.gfoa.org/search-for-training](http://www.gfoa.org/search-for-training). On occasion, speakers are subject to change due to unforeseen circumstances. The GFOA will attempt to notify attendees in advance by e-mail, phone, or via our website. We apologize in advance for any inconvenience this may cause our attendees.

**Continuing Professional Education (CPE) certificates:** Each participant will be mailed a CPE certificate approximately three weeks after the seminar. This certificate verifies that you attended the program and it should be kept with your CPE documents. Please note that training registrations must be paid in full before a CPE certificate will be mailed to the participant.
About the GFOA
For over a century, the GFOA has been dedicated to enhancing the professional management of governments for the public benefit. The GFOA has been accomplishing this mission by identifying and developing the highest quality financial policies and practices and promoting them to the public through education, training, and leadership. The association’s members rely upon the GFOA to provide timely information, practical educational opportunities, high quality professional publications, and the latest information on best practices.

Become a member of the GFOA
Stay current with developments and trends in the government finance profession by uniting with GFOA members in the United States and Canada whose careers, studies, or interests involve government financial management. Please take a moment to check out the GFOA website (www.gfoa.org) to learn the benefits that GFOA members receive, to find information on the GFOA’s latest events, and to obtain detailed information on the GFOA’s publications and products. If you are interested in becoming a GFOA member, please contact the GFOA at membership@gfoa.org.

like us and follow us on

National Registry of CPE Sponsors
150 4th Avenue North, Suite 700
Nashville, Tennessee 37219-2417
www.nasba.org

The GFOA is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org.

To learn more and to register for these courses, go to

www.gfoa.org

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