Meeting your educational needs and CPE requirements

Educational opportunities
April – June 2020

Group Internet-Based Course

Group-Live Course

To learn more or register for any of these events, visit gfoa.org
As part of its mission of promoting the sound financial management of government resources, Government Finance Officers Association (GFOA) proudly sponsors a rich array of educational opportunities for finance professionals who serve the needs of state, provincial, and local governments. GFOA education 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 gfoa.org for details, to register online, and for additional announcements.

Take part in CPE-accredited:

- **Group-live courses.** Take advantage of opportunities 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 education by taking part in a three- or four-day subject-intensive course.

- **Internet-based seminars.** Enjoy the convenience of participating in a seminar at your computer by viewing GFOA’s one- or two-hour presentations.

- **Web-streaming courses.** View sessions using the latest video and audio streaming technology from the convenience of your computer.

Course times are subject to change. Visit gfoa.org for the latest schedule.
Government Finance Officers Association

GFOA’s 14TH ANNUAL CONFERENCE

MAY 17-20, 2020

ERNEST N. MORIAL CONVENTION CENTER

NEW ORLEANS, LOUISIANA

Go to gfoa.org to register today!
Earn more than 20 CPE credits
Class will be held at GFOA’s offices:
203 N. LaSalle Street, Suite 2700, Chicago, Illinois 60601

Reserve your room at Hyatt Place Chicago River North, 66 W. Illinois Street, Chicago, IL 60654 (complimentary continental breakfast is available at the hotel)
Single/Double: $219 (taxes 17.4%) or current government per diem
https://book.passkey.com/e/49828070

Book early! Take advantage of the negotiated room rate until March 20, 2020.

April 20–21

Debt Management Best Practices
Field of study: Management Services
Prerequisites: None
Course level: Basic
CPE credits: 16
Price: $705 Active/Associate Member; $960 Nonmember
8:30 am – 4:30 pm (Central), both days

For information on what to do during your stay, go to choosechicago.com.

Register today for GFOA’s 114th Annual Conference!

May 17-20, 2020
New Orleans, Louisiana

Conference sessions and preconference seminars will be held at:
Ernest N. Morial Convention Center
New Orleans, Louisiana

Go to gfoa.org/conference to register for the conference, sign up for preconference seminars, learn about how to apply for a first-time annual conference attendee scholarship,* reserve your room in GFOA’s official hotel block, purchase tickets to GFOA’s Closing Event and sign up for tours. Take advantage of advance and group discounted rates!

* Please note that all of the first-time annual conference attendee scholarships for the States of California, Louisiana, and Texas have been awarded.

#GFOA2020
Continental breakfast and lunch are included with the group-live and immersion course registration fee. Lunch is only provided on full days.
GFOA’s preconference seminars provide an opportunity for attendees to get in-depth education on topics vitally important to finance officers. Come to New Orleans a day or two early and multiply the benefits you’ll get by signing up for these added educational offerings.

### Preconference Seminar Rates

<table>
<thead>
<tr>
<th></th>
<th>Advance Registration</th>
<th>Full Registration</th>
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<tr>
<td></td>
<td>Postmarked and paid by April 16, 2020</td>
<td>Postmarked and paid after April 17, 2020</td>
</tr>
<tr>
<td>Government Member</td>
<td>$170</td>
<td>$180</td>
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<tr>
<td>Nonmember Government</td>
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<tr>
<td>Private-Sector Member</td>
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<td>$205</td>
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<tr>
<td>Nonmember Private Sector</td>
<td>$220</td>
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### Infrastructure and Disaster Recovery Efforts in New Orleans

- **Field of study:** Finance
- **Prerequisites:** None
- **Course level:** Basic
- **CPE credits:** 4
- **Time:** 1:00 pm – 5:00 pm (Central)

### Think Quickly But Speak Slowly: Presentation Skills for Finance Officers

- **Field of study:** Communications and Marketing
- **Prerequisites:** None
- **Course level:** Basic
- **CPE credits:** 4
- **Time:** 1:00 pm – 5:00 pm (Central)

### Overview of Common Investment Instruments and the Related Accounting and Financial Disclosures

- **Field of study:** Accounting — Governmental
- **Prerequisites:** None
- **Course level:** Basic
- **CPE credits:** 4
- **Time:** 1:00 pm – 5:00 pm (Central)

### Giving Voice to Values: GFOA’s Code of Ethics in Action

- **Field of study:** Behavioral Ethics
- **Prerequisites:** None
- **Course level:** Basic
- **CPE credits:** 4
- **Time:** 8:30 am – 12:30 pm (Central)
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Field of study</th>
<th>Prerequisites</th>
<th>Course level</th>
<th>CPE credits</th>
<th>Time</th>
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<tbody>
<tr>
<td>May 16</td>
<td><strong>Addressing Climate Effects at the Local Level: What to Spend and How to Pay for it</strong></td>
<td>Finance</td>
<td>None</td>
<td>Basic</td>
<td>4</td>
<td>8:30 am – 12:30 pm (Central)</td>
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<td>May 16</td>
<td><strong>Establishing Your Brand: Recruiting and Retaining Talent</strong></td>
<td>Personnel/Human Resources</td>
<td>None</td>
<td>Basic</td>
<td>4</td>
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<td>May 16</td>
<td><strong>Cultivating Civility in a Polarized World</strong></td>
<td>Management Services</td>
<td>None</td>
<td>Basic</td>
<td>4</td>
<td>1:00 pm – 5:00 pm (Central)</td>
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<tr>
<td>May 16</td>
<td><strong>Assessing Risks Related to Cyber Crime</strong></td>
<td>Information Technology</td>
<td>None</td>
<td>Basic</td>
<td>4</td>
<td>1:00 pm – 5:00 pm (Central)</td>
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**Preconference Seminar Meals**

Taking a session on Friday?
An afternoon snack will be available.

Taking a morning session on Saturday?
A continental breakfast will be available in your session room.

Taking an afternoon session on Saturday?
A snack will be available in your session room.

Taking a morning and afternoon session on Saturday?
Enjoy a continental breakfast and afternoon snack in your session room, as well as a grab-and-go lunch.

For information on what to do during your stay, go to neworleans.com/gfoa.
Classes will be held at Renaissance Seattle:
515 Madison Street Seattle, Washington 98104
Single/Double: $257 (taxes 15.6%) current government per diem

Book early! Take advantage of the negotiated rate until May 17, 2020.

**Seattle, Washington**

**Group-Live Courses**

**Budgeting Best Practices: Personnel Budgeting**

Field of study: Finance
Prerequisites: Experience and knowledge in local government budgeting.
Course level: Intermediate  
CPE credits: 8
Price: $445 Active/Associate Member; $665 Nonmember
8:30 am – 4:30 pm (Pacific)

**Advanced Financial Reporting**

Field of study: Accounting — Governmental
Prerequisites: Accounting and financial reporting professionals with at least two years of experience, or who have attended GFOA’s Intermediate Governmental Accounting seminar or an equivalent program.
Course level: Advanced  
CPE credits: 16
Price: $705 Active/Associate Member; $960 Nonmember
8:30 am – 4:30 pm, (Pacific), both days

*Updated to include GASB Statement No. 84, Fiduciary Activities; GASB Statement No. 86, Certain Debt Extinguishment Issues; GASB Statement No. 88, Certain Disclosures Related to Debt Including Direct Borrowings and Direct Placements, and GASB Statement No. 91, Conduit Debt Obligations.

Participants may wish to bring a copy of their CAFR to the course. The program is an expanded form of GFOA’s one-day seminar on Preparing a CAFR.

**ERP Readiness and System Selection**

Field of study: Management Services
Prerequisites: Currently working at an organization planning for or considering an ERP project.
Course level: Intermediate  
CPE credits: 16
Price: $705 Active/Associate Member; $960 Nonmember
8:30 am – 4:30 pm (Pacific), both days

Continued
For information on what to do during your stay, go to visitseattle.org.
Pension and Defined Contribution Plans Overview
Field of study: Management Services
Prerequisites: None
Course level: Overview  CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember
2:00 pm – 4:00 pm (Eastern)

Developing an RFP for an ERP System
Field of study: Management Services
Prerequisites: None
Course level: Basic  CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember
2:00 pm – 4:00 pm (Eastern)

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

CPE credits for Internet training seminars are based on a 50-minute hour.

To learn more and to register for these courses, go to gfoa.org
GFOA Educational Seminar Registration Form

Registration Options:  
1. Register online at 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: education@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 education@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 gfoa.org.

Please print or type:

Name ___________________________ Title ___________________________
Address ___________________________ City ___________________________
State/Province ___________________________ ZIP/Postal Code ___________________________
E-mail Address: ___________________________ Telephone: ___________________________
Fax: ___________________________
GFOA Membership Number ___________________________ Please Check One:  
q Member  q Nonmember  q New Member  q Student
Seminar Title(s) ___________________________ Date ___________________________ Location ___________________________
Seminar Title(s) ___________________________ Date ___________________________ Location ___________________________

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 gfoa.org or call GFOA at (312) 977-9700 for fee  - $ ___________________________
Subtotal $ ___________________________

See chart at right. Total $ ___________________________

Payment Information (Please Check One)

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

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

P.O. No: ___________________________
GFOA Tax ID Number: 36-2167796

Seminar Length Member Nonmember
One day (8 CPE) $ 445 $ 665
Two days (16 CPE) $ 705 $ 960
Internet (1 CPE) – 60 minutes $ 35 $ 50
Internet (2 CPE) – 120 minutes $ 85 $ 160
Alliance for Excellence in School Budgeting – Spring Conference $ 280 $ 350

Annual Conference  
Please visit gfoa.org for special conference/preconference rates.  
Annual Conference (more than 20 CPE)  
Preconference (4 CPE)

Please indicate any special needs:

____________________________

Go to gfoa.org for early discounted fees. Save with group discounts
**Education Seminar Policies**

GFOA offers the following ways to receive discounts:

**Early Registration:** Register early and receive a 10 percent discount. Please view the registration form at 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 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 seminar, visit gfoa.org.

**Internet Groups:** Registration fee is per person. Group discounts are available. Early and/or student registration discounts do not apply to Internet seminars. 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 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 seminar, a nonmember may attend in their 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 education@gfoa.org. Please reference the specific cancellation action dates for each seminar listed in the registration form posted to gfoa.org/search-for-training. On occasion, instructors are subject to change due to unforeseen circumstances. 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 registrations must be paid in full before a CPE certificate will be mailed to the participant.

**Meals:** Continental breakfast and lunch are included with the registration fee for group-live and immersion courses. Lunch is only provided on full days.

**Inquiries:** For information regarding administrative policies such as complaints and refunds, please contact GFOA at education@gfoa.org or at 312-977-9700.
Go to gfoa.org to view a calendar listing of educational opportunities through June 2021.

Register today!

About GFOA
Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for approximately 21,000 members and the communities they serve.

Become a member of 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 GFOA's website (gfoa.org) to learn the benefits that GFOA members receive, to find information on GFOA's latest events, and to obtain detailed information on GFOA's publications and products. If you are interested in becoming a GFOA member, please contact GFOA at membership@gfoa.org.

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

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 the final authority on the acceptance of individual course for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.nasbaregistry.org.

Connect with GFOA
- Government Finance Officers Association (GFOA) GFOA Members Forum
- @GFOA (#GFOA and #GFOA2020) | @GFOAJobs
- GFOA of the US & Canada GFOA Members Group

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