Training opportunities
January – March 2020

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 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 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 a three- or four-day subject-intensive course.

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

- **Web-streaming courses.** View training 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.
Classes will be held at the Nashville Marriott at Vanderbilt University:
2555 West End Avenue, Nashville, TN 37203
Single/Double: $223 (taxes 15.25%) or current government per diem
https://book.passkey.com/event/49883986/owner/6143/home
Book early! Take advantage of the negotiated rate until December 23, 2019.

**Group-Live Courses**

**Nashville, Tennessee**

**JANUARY 13**

**Accounting for Capital Assets**
Field of study: Accounting – Governmental
Prerequisites: Intermediate Governmental Accounting or a basic understanding of GAAP for state and local governments.
Course level: Intermediate  CPE credits: 8
Price: $405 Active/Associate Member; $605 Nonmember
8:30 am – 4:30 pm (Central)
Participants may wish to bring a copy of their CAFR to the course.

**JANUARY 14**

**Preparing A CAFR**
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: Intermediate  CPE credits: 8
Price: $405 Active/Associate Member; $605 Nonmember
8:30 am – 4:30 pm (Central)
*Updated to include GASB Statement No. 84, Fiduciary Activities; GASB Statement No. 86, Certain Debt Extinguishment Issues; and GASB Statement No. 88, Certain Disclosures Related to Debt Including Direct Borrowings and Direct Placements
Participants may wish to bring a copy of their CAFR to the course. This program is a condensed one-day course of GFOA’s Advanced Financial Reporting.

**JANUARY 15-16**

**Advanced Governmental Accounting**
Field of study: Accounting – Governmental
Prerequisites: Accounting and financial reporting professionals with at least two years of governmental experience, or who have attended GFOA’s Intermediate Governmental Accounting seminar or an equivalent program.
Course level: Advanced  CPE credits: 16
Price: $640 Active/Associate Member; $870 Nonmember
8:30 am – 4:30 pm (Central), both days
*Recently updated to include GASB Statement No. 84, Fiduciary Activities; GASB Statement No. 86, Certain Debt Extinguishment Issues; GASB Statement No. 87 Leases; GASB Statement No. 88, Certain Disclosures Related to Debt Including Direct Borrowings and Direct Placements; GASB Statement No. 89, Accounting for Interest Cost Incurred before the End of a Construction Period; GASB Statement No. 90, Majority Equity Interests; and GASB Statement No. 91, Conduit Debt Obligations
Classes will be held at the Hilton Long Beach:
701 W. Ocean Blvd, Long Beach, CA 90831
Single/Double: $181 (taxes 15.4%) or current government per diem


Managing the Budget Process
Field of study: Finance
Prerequisites: Either experience with a government budget process or upper level, non-financial management level staff from a government organization working closely with the budget.
Course level: Advanced  CPE credits: 16
Price: $640 Active/Associate Member; $870 Nonmember
8:30 am – 4:30 pm (Central), both days

Preparing and Implementing a Capital Improvement Plan
Field of study: Finance
Prerequisites: Basic understanding and past experience working with a local government capital improvement planning and budgeting process.
Course level: Intermediate  CPE credits: 16
Price: $640 Active/Associate Member; $870 Nonmember
8:30 am – 4:30 pm (Central), both days

Accounting for Pensions and Other Postemployment Benefits
Field of study: Accounting – Governmental
Prerequisites: Experience preparing or auditing financial statements for state and local governments that offer pension or other postemployment benefits (OPEB) to employers, or financial statements of pension or OPEB plans.
Course level: Advanced  CPE credits: 8
Price: $405 Active/Associate Member; $605 Nonmember
8:30 am – 4:30 pm (Pacific)
For information on what to do during your stay, go to visitlongbeach.com.
Classes will be held at the Hyatt Regency Albuquerque:
330 Tijeras Ave. N.W., Albuquerque, NM 87102
Single/Double: $96 (taxes 13.875%) or current government per diem

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

MARCH 9-12

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

Field of study: Accounting — Governmental
Prerequisites: Basic understanding of private-sector accounting and financial reporting.
Course level: Intermediate  CPE credits: 32
Price: $1,210 Active/Associate Member; $1,650 Nonmember
The course will meet Monday through Wednesday, 8:30 am – 4:30 pm, and Thursday, 8:00 am – 4:00 pm (Mountain)

*Updated to include GASB Statement No. 84, Fiduciary Activities
Participants may wish to bring a copy of their CAFR to the course. The material in this course is incorporated into GFOA’s Intermediate Governmental Accounting course.

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

For further study, check out course recommended reading and other GFOA publications on the website.

Course listings continued on next page.
Classes will be held at the Hyatt Regency Albuquerque:
330 Tijeras Ave. N.W., Albuquerque, NM 87102
Single/Double: $96 (taxes 13.875%) or current government per diem

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

**MARCH 9**

**Budgeting Best Practices: Communicating the Budget**
Field of study: Finance
Prerequisites: General familiarity with government budget documents.
Course level: Intermediate  CPE credits: 8
Price: $405 Active/Associate Member; $605 Nonmember
8:30 am – 4:30 pm (Mountain)

**MARCH 10**

**Budgeting Best Practices: Budget Monitoring**
Field of study: Finance
Prerequisites: General familiarity with government budget documents.
Course level: Intermediate  CPE credits: 8
Price: $405 Active/Associate Member; $605 Nonmember
8:30 am – 4:30 pm (Mountain)

**MARCH 9-10**

**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: $640 Active/Associate Member; $870 Nonmember
8:30 am – 4:30 pm (Mountain), both days

**MARCH 11-12**

**Managing the Budget Process**
Field of study: Finance
Prerequisites: Either experience with a government budget process or upper level, non-financial management level staff from a government organization working closely with the budget.
Course level: Advanced  CPE credits: 16
Price: $640 Active/Associate Member; $870 Nonmember
8:30 am – 4:30 pm (Mountain), both days

For information on what to do during your stay, go to visitalbuquerque.org.
Chicago, Illinois

Classes 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: $125 plus 17.4% tax or current government per diem

Book early! Take advantage of the negotiated room rate until February 22, 2020.

MARCH
24-27

Register early! This popular course fills up fast—secure your seat today!

Budget Analyst Training Academy

<table>
<thead>
<tr>
<th>Field of study:</th>
<th>Finance</th>
<th>Prerequisites:</th>
<th>None</th>
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<tr>
<td>Course level:</td>
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<td>Price:</td>
<td>$1,020 Active/Associate Member; $1,295 Nonmember</td>
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The course will meet Tuesday through Thursday, 8:30 am – 5:00 pm, and Friday, 8:30 am – 1:00 pm (Central)

A laptop/tablet is recommended for the course.

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

Course listings continued on next page.
For information on what to do during your stay, go to choosechicago.com.

Classes 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 plus 17.4% tax or current government per diem
https://book.passkey.com/e/49830461

Book early! Take advantage of the negotiated room rate until February 28, 2020.

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

Field of study: Accounting — Governmental
Prerequisites: Basic understanding of private-sector accounting and financial reporting.
Course level: Intermediate  CPE credits: 32
Price: $1,210 Active/Associate Member; $1,650 Nonmember
The course will meet Monday through Wednesday, 8:30 am – 4:30 pm, and Thursday, 8:00 am – 4:00 pm (Central)

*Updated to include GASB Statement No. 84, Fiduciary Activities
Participants may wish to bring a copy of their CAFR to the course. The material in this course is incorporated into GFOA’s Intermediate Governmental Accounting course.

Register early! This popular course fills up fast—secure your seat today!

**Encore Presentation**

24th Annual Governmental GAAP Update

Field of study: Accounting (Governmental)
Prerequisites: Knowledge of state and local governmental accounting and financial reporting
Course level: Intermediate  CPE credits: 4
Price:* $180 Active Government Member; $215 Member Private Sector; $195 Nonmember Government; $245 Nonmember Private Sector

*View the program brochure at gfoa.org for information about early and group discounts on the registration fees.

CPE credits are based on a 50-minute hour.

For information on what to do during your stay, go to choosechicago.com.
JANUARY 8
Note Disclosures and RSI for Pensions and Other Postemployment Benefits (OPEB)
Field of study: Accounting – Governmental
Prerequisites: Basic understanding of governmental generally accepted accounting principles and of accounting for postemployment benefits by governmental entities.
Course level: Intermediate CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember 2:00 pm – 4:00 pm (Eastern)

JANUARY 9
Market and Credit Rating Overview
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)

JANUARY 22
Building a Better Budget Document
Field of study: Finance
Prerequisites: None
Course level: Basic CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember 2:00 pm – 4:00 pm (Eastern)

FEBRUARY 12
Investment Fundamentals for Accounting – Session 1
Field of study: Accounting – Governmental
Prerequisites: None
Course level: Basic CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember 2:00 pm – 4:00 pm (Eastern)

FEBRUARY 13
Cash Flow Forecasting
Field of study: Finance
Prerequisites: None
Course level: Basic CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember 2:00 pm – 4:00 pm (Eastern)

FEBRUARY 19
Investing for Accountants and Performance Measurements – Session 2
Field of study: Accounting – Governmental
Prerequisites: None
Course level: Basic CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember 2:00 pm – 4:00 pm (Eastern)
Overview of Payables Function in Treasury Office
Field of study: Finance
Prerequisites: None
Course level: Basic  CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember
2:00 pm – 4:00 pm (Eastern)

Accounting and Financial Reporting
Disclosures for Investments – Session 3
Field of study: Accounting — Governmental
Prerequisites: None
Course level: Basic  CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember
2:00 pm – 4:00 pm (Eastern)

Accounting and Disclosures for Debt
Field of study: Accounting — Governmental
Prerequisites: None
Course level: Basic  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: Finance
Prerequisites: None
Course level: Basic  CPE credits: 2
Price: $85 Active/Associate Member; $160 Nonmember
2:00 pm – 4:00 pm (Eastern)

Americans with Disabilities Act (ADA) Website and Document Compliance
Field of study: Finance
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

203 North LaSalle Street, Suite 2700, Chicago, Illinois 60601-1210
phone 312.977.9700 | fax 312.977.4806
Register today for GFOA’s 114th Annual Conference
May 17 – 20, 2020!
Ernest N. Morial
Convention Center
New Orleans, Louisiana

Don’t Miss GFOA’s Preconference Seminars

GFOA’s preconference seminars provide an opportunity for attendees to get in-depth training on topics vitally important to finance officers. Come to the New Orleans a day or two early and multiply the benefits you’ll get by signing up for these added training offerings.

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, and sign up for tours. Take advantage of early and group discounted rates!

May 15, 2020
• Infrastructure and Disaster Recovery Efforts in New Orleans | 1:00 pm – 5:00 pm (Central)
• Overview of Common Investment Instruments and the Related Accounting and Financial Disclosures | 1:00 pm – 5:00 pm (Central)
• Think Quickly But Speak Slowly; Presentation Skills for Finance Officers | 1:00 pm – 5:00 pm (Central)

May 16, 2020
• Addressing Climate Effects at the Local Level: What to Spend and How to Pay for it | 8:30 am – 12:30 pm (Central)
• Establishing Your Brand: Recruiting and Retaining Talent | 8:30 am – 12:30 pm (Central)
• Giving Voice to Values: GFOA’s Code of Ethics in Action | 8:30 am – 12:30 pm (Central)
• Assessing Risks Related to Cyber Crime | 1:00 pm – 5:00 pm (Central)
• Cultivating Civility in a Polarized World | 1:00 pm – 5:00 pm (Central)

For details and to register, go to gfoa.org/conference.

For information on what to do during your stay, visit neworleans.com/gfoa.
GFOA Training Registration Form

Registration Options:

1. Register online at gfoa.org
   Please do not submit duplicate copies of this form.

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 gfoa.org.

Please print or type:

Name
Title
Employer
Address
City
State/Province
ZIP/Postal Code
Country
E-mail Address
Telephone
Fax
GFOA Membership Number
Please Check One: [ ] Member [ ] Nonmember [ ] New Member [ ] Student
Seminar Title(s)
Please check one:

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.

Payment Information (Please Check One)
Please do not submit duplicate copies of this form.

Fees must be paid in U.S. dollars by check, credit card, or purchase order.

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

[ ] 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
   [ ] Amex  [ ] Discover  [ ] MasterCard  [ ] Visa

P.O. No: ____________________________________________________________

GFOA Tax ID Number: 36-2167796

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<td>One day (8 CPE)</td>
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<td>Two days (16 CPE)</td>
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<tr>
<td>Budget Analyst Training Academy</td>
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Please indicate any special needs:

Go to gfoa.org for early discounted fees. Save with group discounts.
Training Policies

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 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 training event, visit 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 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.

**Web-Streaming Events:** Go to gfoa.org for the 24th Annual Governmental GAAP Update brochure, which details early and group discounts as well as information about substitutions and cancellations.

**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 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 training 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 training@gfoa.org or at 312-977-9700.
About GFOA
Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources and practical research for more than 20,500+ 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.

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

Go to gfoa.org to view a calendar listing of training courses through June 2021.
Register today!