



Leadership Institute Training

Financial Management

AGENDA

Fargo, North Dakota

August 7-10, 2012

Day One

8:30 a.m. to 10:15 a.m.	Opening and Orientation
10:15 a.m. to 10:30 a.m.	Break
10:30 a.m. to 11:45 a.m.	Government Accounting and Reporting
11:45 a.m. to 1:15 p.m.	Lunch
1:15 p.m. to 2:45 p.m.	Basics of Fund Accounting
2:45 p.m. to 3:00 p.m.	Break
3:00 p.m. to 4:30 p.m.	Government Financial Statements

Day Two

8:30 a.m. to 10:15 a.m.	Proprietary Fund Accounting
10:15 a.m. to 10:30 a.m.	Break
10:30 a.m. to 11:45 a.m.	Typical FYE Adjustments
11:45 a.m. to 1:15 p.m.	Lunch
1:15 p.m. to 2:45 p.m.	Typical FYE Adjustments (continued)
2:45 p.m. to 3:00 p.m.	Break
3:00 p.m. to 4:30 p.m.	Grant Based Accounting Reporting

Day Three

8:30 a.m. to 10:15 a.m.	Audit Process and Standards
10:15 a.m. to 10:30 a.m.	Break
10:30 a.m. to 11:45 a.m.	Audit Preparation
11:45 a.m. to 1:15 p.m.	Lunch
1:15 p.m. to 2:45 p.m.	Financial Management Planning & Budgets
2:45 p.m. to 3:00 p.m.	Break
3:00 p.m. to 4:30 p.m.	COA Design Consideration

Day Four

8:30 a.m. to 12:00 p.m.	Review and Course Examination
12:00 p.m. to 12:15 p.m.	Course Evaluation
12:15 p.m.	End of Course

Please Note: Times and topics, as specified on the agenda, are approximate and may vary depending on the pace of the class.