

HANDS-ON

BUDGET WORKSHOP IN PREPARING YOUR 2016 BUDGET

October 23, 2015 NJ LAW CENTER, NEW BRUNSWICK, NJ

*Approved by DCA for 4 CEUs for CMFOs-2 Budget, 1 Ethics & 1 Financial Debt Mgt.

*Approved by DCA for 4 CEUs for CCFOs 2 Budget, 1 Ethics & 1 Financial Debt Mgt

* Approved for 4 CPEs for CPAs, RMAs, PAs -4 Accounting

*Approved by DCA for 4 CEUs for RMCs 4 Finance

9:00am – 9:30am Registration and Full Breakfast Buffet

9:30am-12:50pm Seminar Timetable

Tina Zapicchi and Gordon Ball of the Division of Local Government Services, and DLGS staff will give a current update from the Division regarding the status and the many changes to the Budget for both the CY and SFY.

* Procedures for submitting C-159 resolutions *Local Examination

* Levy Cap Workbook *Municipal Information Sheets

* Requirement of Posting Budget on Website

* Special Emergencies for Uncompensated Absences

* Reserve for Uncollected Taxes Calculation Adjustments

* Pension Contribution Cap Exception *Library Surplus Transfers

*Filing of Shared Service Agreements *User Friendly Budget

*Purchasing Update *Ethics Update

See Our Web Site for detailed directions: <http://ipd2.com>

In order to receive proper credit, please mail check along with this part of the flyer

MAIL CHECKS TO: INSTITUTE FOR PROFESSIONAL DEVELOPMENT
P.O. BOX 1468, CLIFTON, NJ 07015-1468 • PHONE (973) 777-4200

**** PAYMENT OR PURCHASE ORDER DUE BY DATE OF SEMINAR ****

 I wish to register for the Budget Workshop- NJ Law Center - 10/23/15

P.O. #----- (\$99 per person) \$125.00 at door registration

Seminar Includes Full Breakfast Buffet

FAX YOUR REGISTRATION (973) 777-0401

Cancellation Policy - 48 hours before seminar in writing.

NAME

TITLE

ADDRESS

ORGANIZATION OR GOVERNMENTAL UNIT

PHONE NUMBER

FAX NUMBER

CLAIMANTS CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalty of the law that the within bill is correct in all its particulars, the articles have been furnished or services rendered as stated herein, that no bonus has been given or received by any person or persons within knowledge of this claimant in connection with the above claim and that the amount charged is a reasonable one.

Just send your check with the application form. You do not need to send us your Voucher for a separate signature since the presigned certification on the left can be attached to your Voucher in lieu of sending it to us for a signature. This form has been determined by DLGS to meet the requirements of the statutes for this type of expenditure.

Michael F. Conti
Michael F. Conti, Program Coordinator