



## Desktop Seminar Recordings

GFOA's desktop seminars have been recorded in MP3 format and have been reproduced onto CD. If you took part in any of these programs, take advantage of these CDs to refresh your memory of the material. If you were unable to participate in the original online programs, these CDs are a great way to catch up. They are also ideal for in-house training.

Take advantage of these practical tools and place your order today!



### Accounting (Governmental)

- 21st Annual Governmental GAAP Update\*
- Accounting and Disclosure for Debt (January 27, 2016)
- Accounting and Disclosure for Investments (September 10, 2015)
- Back to the Basics: Understanding the GASB's Conceptual Framework (April 23, 2014)
- Best Practices on Accounting, Auditing, and Financial Reporting (March 13, 2013)
- Certificate of Conformance: The GFOA's New Program for Small Governments that Prepare Modified Cash Basis Financial Reports (September 18, 2013)
- Getting to Know the New GAAFR (December 12, 2012)
- How Pension Accounting is About to Change (March 5, 2013)
- How to Account for Capital Assets (December 15, 2016)
- How to Get from Governmental Funds to Governmental Activities (June 19, 2014)
- How to Report and Understand Fund Balance and Net Position (March 23, 2016)
- Internal Control: New and Improved (February 19, 2015)
- The New Accounting for Pensions and OPEB (February 24, 2016)
- Putting to Rest Governmental Accounting "Urban Legends" (February 19, 2014)
- Understanding and Implementing the GASB's New Guidance on Deferred Outflows and Deferred Inflows of Resources (January 22, 2014)
- Understanding Governmental Accounting (June 27, 2012)
- Understanding Internal Control (April 20, 2016)
- What Employers Need to Know About the New Pension Accounting (March 26, 2015)
- What Every Finance Officer Needs to Know About Internal Controls (October 10, 2012)
- What to Look For: A Lay Person's Guide to Local Government Financial Reports (September 14, 2016)

\*This four-hour recording is from the November 3, 2016, broadcast. The recording will be available for download only. CPE credits are not awarded for watching the recording.

### Business Management and Organization

- How to Design Enforceable Private Partner Guarantees (July 23, 2013)

### Economic Development and Capital Planning

- Assessing and Mitigating Risk in Economic Development Projects (July 18, 2012)

### Finance

- Best Practices in Budgeting and Fiscal Policy (August 10, 2016)
- Budget Preparation Series: Identifying Issues, Trends, and Goals (December 12, 2013)
- Budget Preparation Series: Public Involvement in Planning and Budgeting (January 16, 2014)
- Building a Better Budget Document (December 14, 2016)
- Building a Better Electronic Budget Document with Standard Desktop Software (October 11, 2012)
- Building and Renewing Financial Policies (November 14, 2013)
- Communicating Performance Information (August 29, 2012)
- Current Issues in Debt Management – Post Election Market Outlook and Disclosure Practices after MCDC (November 18, 2016)
- Essential Policies for Budgeting and Financial Management (February 27, 2013)
- Excel for Budget Analysts (March 16, 2016)
- Finance Director's Role in Negotiating Benefits (March 4, 2014)
- Financial Recovery: A 12-Step Process for Regaining Financial Health (December 10, 2012)
- Forecasting Expenditures in the Short and Long Term (March 11, 2014)
- Forecasting for Improved Decision Making (July 27, 2016)
- How to Present Strategic Planning and Long-Range Financial Planning in the Operating Budget (February 20, 2013)

### Finance (continued)

- How to Use Charts and Tables to Enhance a Budget Document (October 15, 2015)
- An Introduction to Debt (July 9, 2014)
- Lean Government: Better, Faster, Cheaper Public Services (December 29, 2012)
- Learning from the Evidence: Evaluation and Making Adjustments to the Budget (December 13, 2012)
- Long-Range Financial Planning: Overview and Conducting the Economic and Financial Analysis (March 6, 2014)
- Managing the Salary and Wage Budgeting Process (November 8, 2012)
- Planning, Budgeting, and Managing Capital Assets (July 16, 2014)
- Reaching Financial Resiliency (March 25, 2015)
- Risk Management for Treasury Operations (October 14, 2015)
- Smart Growth (November 30, 2016)
- Strategies for Managing the Transition to Performance Management (January 30, 2013)
- Tools for Preparing a Cash Forecast (April 1, 2015)
- Using Excel for Financial Modeling (August 20, 2014)
- What is Budgeting for Outcomes? (March 6, 2013)

### Management Advisory Services

- The Bond Issuer's Disclosure Responsibilities (May 2, 2013)
- Budgeting Preparation: Working with Your CEO and Board of Directors (April 16, 2013)
- Building Sustainable Pension Plans (February 20, 2014)
- Competitive vs. Negotiated Bond Sales (March 14, 2013)
- Conducting Feasibility Studies for Economic Development (April 18, 2013)
- Controlling Health-Care Benefit Costs (August 1, 2013)
- Credit Ratings and Credit Enhancements (January 14, 2015)
- Credit Ratings: What the Rating Agencies Look For (July 18, 2013)
- The Debt Issuer's Disclosure Responsibilities (September 24, 2014)
- Debt Management: General Review (October 24, 2013)
- Debt Management: Update on Continuing Disclosure Requirement (August 17, 2016)
- Developing and Managing User Fees (August 15, 2013)
- Financial Planning: The 8 Characteristics of Fiscal Resiliency (January 14, 2014)
- Health-Care Costs: Gaining Control of a Budget Buster (September 27, 2012)
- Health-Care Implementation: A Compliance Update (September 17, 2014)
- How to Achieve a Sustainable Pension Plan (February 21, 2013)
- Identifying Financial and Service Strategies for the Future (June 11, 2014)
- Improving Electronic Payment Processing (September 28, 2016)
- Infrastructure Public-Private Partnerships Case Study: Presidio Parkway Project – City and County of San Francisco (March 15, 2016)
- Innovative Tools for Civic Engagement (November 12, 2014)
- Measuring and Reporting Portfolio Performance (March 11, 2015)
- Negotiating Retirement Benefits: The Finance Director's Role (July 19, 2012)
- Performance Management: Dashboards and Other Performance Management Technology Solutions (June 27, 2013)
- Performance Management Trends: Case Studies from the Field (March 27, 2013)
- Planning, Budgeting, and Managing Capital Assets (September 17, 2013)
- Preparing a Banking RFP (September 30, 2015)
- Preparing or Updating Your Investment Policy (October 15, 2014)
- Rating Agency Outlook for the Year (January 20, 2016)
- Selecting an Investment Advisor (December 10, 2013)
- Tools for Preparing a Cash Forecast (June 20, 2013)
- Types of Debt Instruments and Understanding Refundings (February 13, 2014)
- Understanding Public-Private Partnerships (February 17, 2016)
- Update on Bond Disclosure (August 12, 2015)

### Taxation

- Arbitrage Rebate: Know Your Responsibilities (April 8, 2014)

#### Missed some sessions from GFOA's 110th Annual Conference?

GFOA has audio recorded each session so you will be able to bring the conference to your office. The audio recordings will offer a unique learning opportunity regardless of whether you attended the Toronto conference. The purchased session recordings can be downloaded from GFOA's website. Visit [www.gfoa.org](http://www.gfoa.org) for the order form and to purchase today!

CDs are available in audio format only unless otherwise noted. CPE credits are not awarded for listening to the desktop training or annual conference CDs. Courses that have taken place after September 26, 2013, include audio and slides in sync.

## Desktop Seminar Recordings

**Purchase individual Recordings: Members – \$18.00 • Nonmembers – \$25.00**  
**2016 GAAP Update Recording:\* Members – \$39.95 • Nonmembers – \$59.95**
**All orders must be prepaid.**
**Please print or type**

Name \_\_\_\_\_

Title \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail: (Required) \_\_\_\_\_

GFOA Member #: \_\_\_\_\_  Nonmember

**Shipping**

Unless otherwise specified, all merchandise will be shipped via UPS Ground at no additional charge to the purchaser. Please allow 5-10 business days for delivery. The following alternative shipping methods are available on request and will be billed to the purchaser.

- Next-day UPS   
  2-day UPS   
  3-day UPS Select  
 Other (please specify) \_\_\_\_\_

**Terms.** Upon receipt unless prepaid. Payable in U.S. dollars only. All billed orders must include a purchase order. Sorry, no exceptions. Remember to add the \$8 handling charge to your purchase order.

**Payment Information** (Please Check One) Fees must be paid in U.S. dollars by check, credit card, or purchase order. **Please do not submit duplicate copies.**

- Payment by check:** Payable to "Government Finance Officers Association"  
 Send to: GFOA • 203 N. LaSalle St. • Suite 2700 • Chicago, IL 60601-1210  
 Amount \$ \_\_\_\_\_
- Payment by credit card:** scan and e-mail this form to:  
 publications@gfoa.org; fax: 312-977-4806; or send to:  
 GFOA • 203 N. LaSalle St. • Suite 2700 • Chicago, IL 60601-1210  
 Amex     Discover     MasterCard     VISA  
 Amount \$ \_\_\_\_\_

Name on Card \_\_\_\_\_

Account Number \_\_\_\_\_ / \_\_\_\_\_  
 Exp. Date (Mandatory)

Signature: \_\_\_\_\_

**Please Bill Me.** (Scan and e-mail this form to: publications@gfoa.org; or fax: 312-977-4806.) You must include a purchase order number.

P.O. No: \_\_\_\_\_

**Order online at [www.gfoa.org](http://www.gfoa.org), mail, fax, or scan and e-mail the form to [publications@gfoa.org](mailto:publications@gfoa.org).**  
*If you fax or e-mail this form, please do not mail original.*

Quantity	Unit Price	Total
_____ <b>21st Annual Governmental GAAP Update Recording*</b>	Member: \$39.95   Nonmember: \$59.95	_____
_____ _____ Session Title	Member: \$18.00   Nonmember: \$25.00	_____
_____ _____ Session Title	Member: \$18.00   Nonmember: \$25.00	_____
_____ _____ Session Title	Member: \$18.00   Nonmember: \$25.00	_____
_____ _____ Session Title	Member: \$18.00   Nonmember: \$25.00	_____
_____ _____ Session Title	Member: \$18.00   Nonmember: \$25.00	_____

SUBTOTAL    \$ \_\_\_\_\_

\* Please note that CPE credits are not awarded for watching the recording. The recording will be available for download only. To purchase using the GFOA e-store, log into your e-store account and add the recording to your cart. When you have completed your order, click on the "Audio/Video" tab and follow the instructions to access the recording. If you submit your order via mail, fax, or e-mail, you will receive an e-mail with instructions when your recording is available to download.

*Purchasers from Illinois add 10.25%,  
Washington, D.C. add 6% sales tax\**

Add handling charge (for all billed orders)    8.00

Add shipping charge, if applicable    \_\_\_\_\_

\*Unless exempt from sales tax.    **TOTAL**    \$ \_\_\_\_\_

**Please Send Me More Information On:**

- GFOA Membership   
  GFOA Annual Conference   
  GFOA Awards Programs   
  GFOA Subscriptions  
 GFOA Publications   
  GFOA Training   
  GFOA Consulting Services