

AIDS Institute Regional Fiscal Capacity Building Training Agenda

Training Facilitator: **Kelly Mathews**, Chief Operating Officer, Senior Vice President, Financial Management Group with the New York Council of Nonprofits, Inc. (NYCON)

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| 10:00am-10:30am | Learning Objectives and Organizational Structure |
| 10:30am-11:00am | Budgeting Basics and Cash Flow Management including Resource Development |
| 11:00am-12:00pm | Managing Spending & Analysis of State and HRI Contracts |
| 12:00pm-1:00pm | LUNCH (Provided) |
| 1:00pm-2:00pm | Tips for Developing & Monitoring Policies and Procedures |
| 2:00pm-3:00pm | Overview of Compliance with OMB Uniform Guidance including Yearly Independent Audits |
| 3:00pm-4:00pm | Questions & Answers; Small Group Discussions |