

Evaluating Financial Conditions & Trends

STAYING ON TOP OF YOUR MUNICIPALITY'S FINANCIAL CONDITION



FEATURING GUEST INSTRUCTOR

Christopher Rath

Municipal Manager of Roxbury Township

Wednesday, June 4, 2008 ■ 9:00 AM–12:30 PM

Edward J. Bloustein School of Planning and Public Policy

Rutgers, The State University of New Jersey

New Brunswick, New Jersey

RUTGERS

Edward J. Bloustein School
of Planning and Public Policy

CENTER FOR GOVERNMENT SERVICES

Evaluating Financial Conditions & Trends

Stay on top of your municipality's financial condition. Take this half-day course for mayors, governing body members, administrators, managers, finance officers, planners, and department heads to learn how to create a practical financial benchmarking and trends analysis program.

DATE AND TIME Wednesday, June 4, 2008 | 9:00 AM–12:30 PM
(Continental Breakfast at 8:30 AM)

LOCATION Special Events Forum, Edward J. Bloustein School of Planning and Public Policy, Rutgers University, 33 Livingston Avenue, New Brunswick, NJ

TUITION \$99

INSTRUCTOR Christopher Rath, Municipal Manager of Roxbury Township, has over 18 years of experience as a Municipal Manager in North Carolina, Massachusetts, and New Jersey.

COURSE DESCRIPTION This half-day course will provide you with nationally recognized measurements, or benchmarks, to gauge the financial stability of your municipality. The discussions will center on those measurements that will more readily allow you to foresee possible financial pitfalls before it is too late, and provide you with the tools to take corrective action. Application and possible remedies to the current financial distress in New Jersey will be a focus. The hand-outs will include charts detailing the 14 trends monitored by Roxbury Township, as well as documents for Revenue/Expenditure Forecasting and Community Benchmarking. They will also be available in electronic format with corresponding formulas.

TOPICS TO BE ADDRESSED INCLUDE

1. Financial Trend Monitoring System (FTMS): Learn how to establish an FTMS that will track the factors that affect financial condition and organize them to speed up analysis and measurements.

- Environmental Factors
- Financial Factors

2. Revenue and Expenditure Forecasting

- Five Year Revenue Projection
- Five Year Expenditure Projection
- Tax Rate Projection

3. Community Benchmarking

- Departmental Profile
- Municipality's Comparisons

DIRECTIONS For directions to the Edward J. Bloustein School of Planning and Public Policy at 33 Livingston Avenue in New Brunswick, visit <http://policy.rutgers.edu/school/mapdirections.pdf>

REGISTRATION FORM

Send to: Financial Conditions and Trends, Center for Government Services, Rutgers, The State University of New Jersey, 33 Livingston Ave., Suite 200, New Brunswick, NJ 08901-1979. Phone: 732/932-3640, ext. 632. Fax: 732/932-3586.

Register me for "Evaluating Financial Conditions and Trends" (June 4, 2008)

TUITION: \$99

Name _____

Social Security No. _____

Employer _____

Job Title _____

Home Address _____

Home Phone _____ Business Phone _____

Fax _____ Email _____

Business Address _____

Check, voucher, or credit card information must accompany registra-

tion. Make check or voucher payable to Rutgers, The State University of New Jersey. There is a \$25 fee for all returned checks.

Amount: \$ _____

Method of Payment (Circle One): Check Voucher VISA Mastercard

Credit Card Number _____ Exp. Date _____

Signature _____

WITHDRAWAL POLICY: The Center for Government Services (CGS) will refund the full course fee less a \$25 processing charge to any student who notifies CGS in writing of his/her intent to withdraw. Notices of withdrawal must be submitted at least 48 hours before the course is scheduled to start. The University reserves the right to cancel any course or seminar if there are insufficient enrollments.