

# Wipfli Training 2022 | October 11-12, 2022 | Bismarck, ND

Sponsored By: Community Action Partnership of North Dakota

**When:** Tuesday October 11th, 2022 and Wednesday October 12th, 2022 from 8:00 am-5:00 pm

**Where:** Comfort Inn Bismarck | 929 Gateway Avenue | Bismarck, ND 58503

- A block of rooms have been reserved under "WIPFLI Training for Community Action"
- Call 701-223-4009 to make your reservation

**Cost:** Member \$250/person | Non-member \$750/person

**About the Training:** Having strong internal controls and understanding the rules governing how you can and cannot spend federal dollars are keys to fiscal management and overall compliance in your organization. Professionals new to the organization, as well as professionals who have been there for decades, will benefit from this review of the administrative and cost principles/allocation sections of the 2 CFR Part 200- Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (also known as the "Uniform Guidance").

Join this training workshop to learn about the new Uniform Guidance regulations and, more importantly, how to implement them in your organization. Review the regulations you need to know to stay in compliance through examples, stories and best practices learned from years of auditing and consulting. Take back up-to-date and relevant information to implement immediately in your agency.

**About Wipfli's Trainers:** Wipfli's nonprofit experts have been presenting the highest-quality training for more than 40 years. Participants declare Wipfli training "empowering," "outstanding," "meaningful," "invaluable" and "relevant." At this workshop, our experts will provide you with in-depth training relating to financial management and administration.

## Workshop Outline:

### Day 1: General provisions and administrative requirements.

After an introduction and discussion of the laws and regulations, there will be a discussion of the general provisions and administrative requirements. We'll focus on these key areas:

- Applicability of and implementation dates for the new regulations
- Standards for financial management systems and internal controls
- Property and equipment
- Program income
- Budget revisions
- Procurement
- Requirements for pass-through agencies
- Reporting and record retention requirements

### Learning Objectives:

1. Review the organization, applicability and implementation timeline of the new Uniform Guidance.
2. Discuss the requirements for financial systems.
3. Discuss the regulations on program income, property and procurement.
4. Explore the requirements for reporting and record retention.



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## Day 2: OMB Cost principles, cost allocation, selected items of cost and audit requirements.

The cost principles cover the costs that a grant-funded program can charge to federal grant awards. General principles, allowable costs, unallowable costs and costs that require prior approval will be discussed. We'll also discuss all changes related to cost allocation and selected items of cost. In addition, we'll discuss changes in audit requirements coming with the implementation of the regulations.

### Learning Objectives:

1. Explore the basics of allowable costs.
2. Discuss direct and indirect costs.
3. Explore the options for cost allocation in the new Uniform Guidance.
4. Review the changes in audit requirements.

## Training Registration

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**This form should only be  
completed and mailed in with  
payment via U.S. check to:**

2022 WIPFLI Training  
ATTN: Andrea Olson  
3233 S University Dr  
Fargo, ND 58104

☐ Member (Community Action Staff) \$200.00    ☐ Non-Member \$750.00

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

Date: \_\_\_\_\_

**Payment** Payments will be accepted by check or money order, payable to "CAPND" in U.S. dollars and drawn from a U.S. bank. Check and registration form (see below for form and mailing address) must be mailed in together, in order to process your registration order. Paper forms will only be accepted via check payment. Checks will not be accepted on-site. Checks will not be accepted after Friday September 30th, 2022.

**Confirmations** Upon receipt of your registration and payment, a confirmation email will be sent to each registrant within three (3) days. Payment issues will delay the processing of your registration. If paying by check, registration will not be processed until the check and registration form is received and the check is cleared, which could take up to 14 business days.

**Refund and Cancellation Policy** All registration cancellations and refund processing must be done through CAPND. Please submit your cancellation in writing to Andrea Olson at [andrea@capnd.org](mailto:andrea@capnd.org). There is a \$100 non-refundable administration fee for processing any refunds. No refunds will be granted for requests after September 30th, 2022. Any exceptions shall be at the sole discretion of CAPND. CAPND regrets that refunds will not be given for no-shows or inclement weather.

