

ABOUT THE INSTRUCTOR

*Richard Garrity, Senior Associate,
RLS & Associates*

- *Mr. Garrity has 30 years progressive experience in the public transit and human transportation field. While employed as a grants program manager with the North Carolina Department of Transportation, he was a founding member of the National Transportation Accounting Consortium.*
- *He is the original developer of this course and has taught it in several states to include, Illinois, Missouri, Idaho, Maine, Vermont, Tennessee, Alabama, Mississippi, Texas, and Oregon.*
- *Additionally, Mr. Garrity has taught a shortened version of this course at the annual CTAA Conference and Expo.*

PENNTRAIN

600 North Third Street
Fourth Floor
Harrisburg, PA 17101-1113

Phone: 800-847-0333
Fax: 717-234-7176
E-mail: cconaway@penntrain.net



PENNTRAIN

Fundamental Financial Management for Rural and Small Urban Public Transportation Providers



Presenter:
Richard Garrity, Senior Associate
RLS & Associates

Fundamental Financial Management for Rural and Small Urban Public Transportation Providers

Objectives:

- To understand the respective Federal cost principles applicable to FTA grants that govern the expenditure of project funds under the Section 5311 or 5307 programs.
- To understand FTA requirements for financial management systems applicable to all grantees, including Section 5311 or 5307 recipients.
- To gain a complete understanding of the basic standards for cost allow ability so that projects can readily determine which costs are eligible for inclusion for claims for reimbursement under the 5311 or 5307 programs.
- To understand the concept of direct and indirect costs.
- To understand the various cost allocation methodologies necessary to claim indirect costs in claims for reimbursement under the Section 5311 or 5307 programs.
- To provide specific examples of cost allow ability under the Section 5311 or 5307 programs.
- To define the standards for documentation necessary to support claims for reimbursement under the Section 5311 or 5307 programs.
- To understand how to treat special accounting issues, including donated and contributed services and the capital cost of contracting.
- To ensure consistent approaches to cost accounting thereby increasing the reliability of data reported under the new national Transit Database (NTD) Rural Reporting System.
- To provide specific examples of an appropriate chart of accounts, account definitions, etc.

Who should attend:

Financial Directors and their staff

Transit Managers who want a better understanding of the financial environment

Course Schedule:

Tuesday, August 19, 2008

12:00 p.m. Registration and Lunch

1:00 p.m. Class begins

5:00 p.m. Adjourn

Wednesday, August 20, 2008

7:30 a.m. Continental Breakfast

8:00 a.m. Class resumes

12:00 p.m. Lunch

1:00 p.m. Wrap-up and adjourn



Registration Information:

August 19-20, 2008

The Penn Stater Conference Center Hotel

215 Innovation Boulevard

State College, PA 16803-6603

Toll Free—1-800-233-7505

\$109.00 per night—Room Block under PennTRAIN—Cut-off date July 20, 2008

Tuition: \$190.00

To Register:

Contact Cindy Conaway

800-847-0333 or

cconaway@penntain.net