

## ***Municipal Budget Training***

**Objectives:** To increase awareness & understanding of:

- The value of the budgeting process as a key municipal financial management tool
- The six step process to successful budgeting
- The budget submission form
- How to complete a detailed budget including expenditures & revenue categories

### **Who Should Attend?**

This training session is relevant to both municipal administrators & elected municipal officials.

**Duration:** 9:00 – 4:30

### **Dates and Locations:**

Oct. 11	Gander	<b>NOTE:</b> <b>Venue details will be sent to all registrants.</b>  <b>Please register early to avoid course cancellation.</b>
Oct. 12	St. John's	
Oct. 12	Deer Lake	
Oct. 18	Grand Falls-Windsor	
Oct. 19	Plum Point	
Oct. 27	L'Anse au Clair	
Nov. 17	Port Hope Simpson	
Nov. 22	Happy Valley-Goose Bay	

**Registration:** Send completed registration form by EMAIL, FAX or MAIL to:

**Email:** [MATraining@gov.nl.ca](mailto:MATraining@gov.nl.ca)

**Fax:** (709) 729-4475

**Mail:** Department of Municipal Affairs,  
Local Governance Division  
4th Floor, West Block, Confederation Building  
PO Box 8700  
St. John's, NL, A1B 4J6

### **For more information contact:**

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**Municipal Affairs**