

ONAP TRAINING

Intermediate Financial Management



VIRTUAL TRAINING AGENDA

August 13-15, 2025 | 9am–4pm Pacific Time

DAY 1: WEDNESDAY, AUGUST 13

9am-4pm

SECTION 1: Introduction, Purpose & Objective

- Introduce trainer and the purpose of the training; participants to introduce themselves and provide a brief background of their housing programs.
- Provide a brief discussion on highlights of the materials that will be covered over the two days of training.

SECTION 2: The IHBG Formula Allocation and Budgeting

- Overview of the components of the IHBG Formula.
- The Formula Response Form and its purpose.
- Budget Tribal needs with Indian Housing Plan (IHP).

SECTION 3: Basics of Governmental Accounting

- Introduction to governmental accounting regulations and standards, key terminologies, accounting and financial reporting for Governmental Funds and Proprietary Funds and financial reporting requirements.
- Sample accounting entries for select activities for Governmental Funds versus Proprietary Funds

LUNCH BREAK

SECTION 4: New GASB Implementation

- Discuss GASB 87: accounting for leases, and GASB 96: accounting for SBITA (Subscription Based Information Technology Arrangements)

SECTION 5: Program Income

- Explain what is and what is NOT Program Income under NAHASDA.
- Calculating Program Income from 1937 Housing act rental units and the Mutual Help Program.
- Reporting requirements for Program Income

DAY 2: THURSDAY, AUGUST 14

9am-4pm

SECTION 6: Accounting for Mutual Help Homeownership Program

- Discuss the components of Mutual Help payments and purpose, and accounting for payments.

SECTION 7: Investing IHBG Funds

- Discussion on Tribe/TDHE eligibility to invest IHBG grant funds and administrative accounting, and reporting requirements of IHBG invested funds.

SECTION 8: Borrowing Using HUD Title VI Loan Guarantee Program

- What is Title VI Programs, benefits and eligible projects.
- Process for participating in the Title VI Program

SECTION 9: Self-Monitoring and HUD Monitoring

- Discuss the regulatory requirements and process for self-monitoring and HUD monitoring, including reporting requirements. Discuss Self-Monitoring Mutual Agreement (SMMA) requirements and benefits

LUNCH BREAK

SECTION 10: Financial Statements

- Discuss governmental reporting and components of a basic financial statement for a governmental entity.
- Highlight the differences in reporting requirements for a Tribe/TDHE using either the Governmental versus the Proprietary Fund accounting.

SECTION 11: Financial Management Reports

- Ideas for reporting accounting financial statements that are relevant and easy to understand for the targeted audience.

DAY 3: FRIDAY, AUGUST 15

9am-4pm

PART II: SINGLE AUDIT REQUIREMENTS AND PREPARATION

SECTION 1: Introductions, Purpose, and Requirements

- Discuss what is an audit, specifically, a Single Audit, and regulations governing Single audit under 2 CFR 200 and the NAHASDA regulations.

SECTION 2: Auditee Responsibilities

- In preparation for the audit, discuss auditee's responsibilities for:
- Procuring audit services using the Request for Proposal (RFP) and what to include in the RFP and the process for evaluating the RFP
- Review the Engagement Letter and sign it.
- Review the Auditor's List of items requested for the audit - "PBC" List or "Prepared by Client" List.
- Review and prepare audit schedules.

TRAINING AGENDA *(continued)*

SECTION 3: Single Audit Process

- Discuss Auditor's responsibilities for the Single Audit.
- Discuss and review the components of the Schedule of Expenditures of Federal Awards (SEFA).
- Discuss auditor's reliance on the SEFA for determining major programs to perform program compliance.
- Discuss the auditor's process as required in 2 CFR Part 200 for selecting major programs.

SECTION 4: Grant Compliance of Major Programs

- As part of getting ready for the audit, review the annual Compliance Supplement for the IHBG Program to understand what auditors will focus their compliance audit of the NAHASDA Program.
- Review the components that auditors will be reviewing and know what they are before the audit.
- Review and navigate the Federal Audit Clearinghouse where Single Audits must be filed.
- Management Decision and time requirements of federal awarding agency if there are findings.

LUNCH BREAK

SECTION 5: Responsibilities on Reporting of Findings and Corrective Actions and Resolution

- Discuss Auditee's responsibilities for corrective actions on audit findings for both compliance and financial statement audit.
- Responsibilities for preparing schedule of prior audit findings and resolutions of findings and questioned costs.

SECTION 6: Auditor Report and Opinion & Submissions to the Federal Audit Clearinghouse website

- At the completion of the audit, the auditor renders an opinion.
- Review the different types of opinions and findings that trigger the types of opinions issued by the auditor.