

**ARPA Wrap-Up, Subrecipient Monitoring, and  
Project Management Training Day-2023**

**June 8th, 2023**

<b>PROGRAM INFORMATION</b>	
<b>Program Title:</b>	ARPA Wrap-Up, Subrecipient Monitoring, and Project Management Training Day-2023
<b>Date(s) of Program:</b>	June 8 <sup>th</sup> , 2023
<b>Location of Program:</b>	Group Internet Based
<b>Start and end Time:</b>	8:30 am – 12:25 pm
<b>Learning Objectives:</b>	<p><b>At the end of the session, you will be able to:</b></p> <p><b>Subrecipient Monitoring for the Non Auditor</b></p> <ul style="list-style-type: none"> <li>• Define a subrecipient and subrecipient monitoring</li> <li>• Identify the activities undertaken to review the financial status and management controls of a subrecipient</li> <li>• Identify how to mitigate the risk of contracting with a subrecipient organization</li> </ul> <p><b>Agency of Administration ARPA Wrap Up</b></p> <ul style="list-style-type: none"> <li>• Identify lessons learned about implementation of a new federal program</li> <li>• Identify how to perform risk assessments under State Fiscal Recovery Fund Process and Policy Guidance V.7</li> <li>• Identify how to reconcile federal and state regulations and ensure compliance</li> <li>• Recall best practices for program construction, allowable costs, maintaining accountability, closing out, and audit results</li> </ul> <p><b>Project Management - Practices, Process, and Metrics</b></p> <ul style="list-style-type: none"> <li>• Identify methods and tools used in IT project management</li> <li>• Discuss key principles of Project Management</li> <li>• Identify core phases of Project Management Activities</li> <li>• Define core System Development Life Cycle components and methods</li> <li>• Review critical “tools” and audit areas</li> <li>• Determine how to leverage and incorporate Project Management into audit cycle(s)</li> </ul>
<b>Program Content:</b>	<p><b>Subrecipient Monitoring for the Non Auditor</b></p> <p>In this session, you will learn what subrecipient monitoring is, and the activities undertaken to review the financial status and management controls of a subrecipient to mitigate the risk of contracting with a subrecipient organization. We will address the various definitions and criteria of subrecipient monitoring. We will focus on the types of internal controls that should exist tracking subrecipient payments and the compliance for the use of funds. The discussion will include the review of common report qualifications and errors noted within subrecipient controls and reporting.</p>

	<p><b>Agency of Administration ARPA Wrap Up</b> This session will provide a wrap-up on the ARPA programs administered by the Agency of Administration by looking back at lessons learned and best practices for new federal program implementation.</p> <p><b>Project Management - Practices, Process, and Metrics</b> Discuss key principles and identify core phases of project management. Review critical tools, audit areas, and determine how to leverage and incorporate project management into audit cycle(s).</p>
<b>Instructor(s):</b>	Doug Farnham, Shannon Weiss, Betsy Macey, Jim Kreiser
<b>Who should attend this program:</b>	Accounting and business professionals
<b>Level:</b>	Overview
<b>Prerequisite:</b>	None
<b>Delivery Method:</b>	Group Internet Based
<b>Advance Preparation:</b>	None
<b>Recommended CPE:</b>	4 credits (1.5 Credit Specialized Knowledge; 1.0 Credit Auditing (Governmental); 1.5 Credit Management Services)
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