

ACUU Pre-Conference AAA Training Monday, June 4, 2018

Desmond Hotel & Conference Center, Albany



Office for
the Aging



This session revolves around administrative-level fiscal topics and has been developed for AAA Directors, based on AAA requests, with opportunities for discussion on other fiscal topics as time allows. There are two (2) additional workshops during the conference for any staff involved in fiscal activities. Pre-registration is required.

[Register Now](#)

1:00 pm

Welcome and Intro

Holly Rhodes-Teague, Board President, Association on Aging in NY
Greg Olsen, Acting Director, NYSOFA

Best Practices Tips

- Fiscal monitoring of directly provided services; monitoring of contractors
- Tips for completing the Annual update
- Q&A

Budget Funding

- Matching funds and examples of how to maximize State and Federal funds without the need for overmatch
- Budget Modifications [What is allowable and what is not]
- Advances and how to appropriately allocate dollars across service categories
- Why it is so important to spend down the money [Ideas for spend-down]. How to spend when they are funding delays, and delays getting through the approval processes
- Q&A

Vouchering

- Vouchers/claims: Common errors and how to avoid them.
- Discussion on how to effectively review a voucher for accuracy against program deliverables; role of program person in reviewing vs. role of fiscal reviewer.
- Q&A

Q&A – Open Discussion on Any Additional Topics