



## Municipal Budgeting 101

This workshop will provide an overview and understanding of the basic elements and principles of municipal budgeting and financial planning. Participants will explore how to make sense of financial reports and documents, how to evaluate long and short-term operational decisions using financial data, how to support, develop and present business cases using financial data. Discussions on the municipal budget process, best practices and outcomes will evolve through interactive dialogue. Participants will also discuss and review the process of developing, approving, monitoring and reporting on budgets, both operating and capital, in a municipal environment.

### Learning Objectives

- Identify and understand legislation and best practices pertaining to municipal budgeting
- Understand municipal budget best practices
- Understand budget trends and forecasting
- Realize the essential value of communications in budgeting
- Recognize the impact of property taxation, fees and other revenues
- Appreciate the growing focus and significance of budgets and financial planning for operations and capital asset management

### This Training is Ideal for:

- Entry and mid-level municipal staff in operating and support services departments – specifically those responsible for developing, monitoring and reporting budgets
- Administration and customer service professionals responsible for responding to inquiries from key stakeholders

### More Information?

Contact Jeanne Moon, Coordinator Programs & Services, for further details or questions:  
jmoon@amcto.com / (905) 602-4294 ext. 222

If you are interested in booking this Corporate Training Workshop, please [click here](#) to submit a request through our online booking system.