

# Rural Community Assistance Corporation

## CONSERVING AND CREATING RESOURCES



**April 29, 2009  
Salt Lake City, UT**

## SPONSORS



Rural Community  
Assistance Corporation



Olene Walker  
Housing Loan Fund



**ZIONS BANK®**

### CONSERVING AND CREATING RESOURCES

**April 29, 2009**

**8:00 a.m. to 4:30 p.m.**

The course is ideal for Executive Directors, CFOs, Development/Project Managers and board members of affordable housing and non-profit groups.

#### AGENDA

8:00 a.m. – Registration and light continental breakfast

8:30 to 12:00 p.m. – Training

12:00 to 1:00 p.m. – Lunch

1:00 to 4:30p.m. – Training

#### LOCATION

Zions Bank

Founders' Room

One South Main Street, 18<sup>th</sup> Floor  
Salt Lake City, UT 84111

#### PARKING

Parking options are scattered due to renovations in shopping areas. The best parking options: *Joseph Memorial Building* across the street from Zions Bank, \$20/day; or *Regent Street* parking one block south of Zions Bank, \$8/day.

# Course Objectives

## Know what your current resources are

- How to read and understand financial statements
- How to ensure your agency has an accurate budget, cash flow statement and up-to-date financials for board review and discussion
- What is an audit and why do you need one?
- What kind of questions should you be asking? What should the board be asking?

## Know what your resource needs are

- What are all your existing resources?
- What are your organization's overall resource needs?
- What is the resource excess/ shortfall?



*Successful small businesses devote time and income to their mission and they make money—or they go out of business. Nonprofits are small businesses!*

## Know how effectively you are using your resources

- Are you investing in your mission wisely and using resources effectively?
- Where are you wasting resources?
- Where can you conserve or reallocate resources?
- Can you share resources with other agencies and partners; mergers?

## Know how and where you can create new resources

- What new partnerships can you create to bring resources to the organization?
- What creative fundraising can you organize? Earned income possibilities?

## REGISTRATION REQUIRED

Class size is limited, reserve a spot by registering.

## COURSE FEE

There is no fee, but registration is required.

## REGISTER ON-LINE

Visit [www.frbsf.org/community](http://www.frbsf.org/community) and find this event listed under the right column called "Popular Content."

Limited **travel scholarships** are available. Contact Connie Baker-Wolfe at [cbakerwo@rcac.org](mailto:cbakerwo@rcac.org) for information.

A **drawing** will be held to receive a week-long course in Resource Development and Financial Management provided by NeighborWorks America!

## FOR MORE INFORMATION, CONTACT:

### Connie Baker-Wolfe

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### Jan Bontrager

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