



Commander Navy Region Hawaii Human Resources Office Course Announcement

Course:	BUDGET EXECUTION
Target Audience:	Federal employees who are responsible for budget execution process and who need to be aware of its policy, procedures and laws.
Length:	Three Days 8:00 a.m. To 4:00 p.m.
Date(s):	19-21 February 2013
Location:	To Be Determined (<i>Insert in SF-182, Section B, Block 1b</i>)
Cost:	\$240 Per Person (<i>Based on 25 Attendees</i>)
Course Description:	<p>Employees who work in program management or budget and finance, must know what to do once Congress has actually appropriated money to their agencies. This course follows the budget execution cycle and ultimately maps execution to performance measures. Those measures are used to assess the efficiency and effectiveness of a program.</p> <p>You will learn how to describe the sequence leading to budget execution (including commitments, obligations, costs and outlays), heed the Anti-Deficiency Act while keeping the money flowing properly, deal with rescissions and deferrals, write a budget execution plan, report on budget execution via SF 132 and 133, reprogram money, and make decisions concerning budget execution.</p>
Nomination Process:	To Register, FAX or scan and e-mail a copy of the approved and properly executed SF-182 to the Brian Nye & Associates REGISTRAR by the nomination deadline. <i>Questions should be addressed directly to the Brian Nye & Associates REGISTRAR. Confirmation letters will be sent by e-mail.</i> <u>Please provide Point of Contact's name, phone number and e-mail address.</u> (<i>Insert in SF-182, Section B, Block 18</i>)
Nomination Deadline:	18 January 2013
Vendor:	Brian Nye & Associates, 6603 Thackwell Way Suite J, Alexandria, VA 22315 (<i>Insert in SF-182, Section B, Block 1a</i>)
Payment Method:	DOD activities are required to use the government purchase card to pay the vendor. The cardholder is responsible for providing the necessary purchase card information to the vendor. DOD activities are to include in <i>Section B, Block 19, of the SF-182</i> the statement <i>"Payment by government purchase card," the cardholder's name, card number, expiration date, and phone number of the cardholder.</i> Purchase card issues should be discussed with the vendor at (703) 296-4070. <i>Registrations will not be accepted without the purchase card payment information.</i>

A non-DOD organization/agency, in accordance with agency policy and procedures, may pay by credit card or by another arrangement as discussed with the vendor. If by credit card, the cardholder must include the same cardholder information. *(Insert in SF-182, Section B, Block 19)*

CANCELLATIONS WITHOUT FULL CHARGE TO THE NOMINATING ORGANIZATION WILL BE ACCEPTED ONLY UP TO 30 DAYS BEFORE THE COURSE START DATE.

For Further Information: Brian Nye & Associates
Telephone: (703) 296-4070, FAX (703) 339-6175
E-mail Address: bnye@bnatraining.net
Course Manager: Judy Aranaydo, HRO CNRH
Telephone: (808) 471-1723

SAID Code: **42400** *(Insert in SF-182, Section B, Block 19)*

For further information concerning selection, payments, and cancellation procedures, see https://www.cnic.navy.mil/navycni/groups/public/documents/document/cnicp_a129357.pdf