

## ***Municipal Budget Training***

**Objectives:** To increase awareness & understanding of:

- The value of the budgeting process as a key municipal financial management tool
- The six step process to successful budgeting
- The budget submission form
- How to complete a detailed budget including expenditures & revenue categories

### **Who Should Attend?**

This training session is relevant to both municipal administrators & elected municipal officials.

**Duration:** 9:00 – 4:30

### **Dates and Locations:**

September 7	Spaniard's Bay
September 7	Happy Valley Goose Bay
September 12	Baie Verte
September 13	Placentia
September 26	Plum Point
September 27	Clarenville
September 27	Lewisporte
October 10	Harbour Breton
October 11	Stephenville
October 18	Deer Lake
October 19	Mount Pearl
October 24	Gander

**NOTE:**  
**Venue details will be sent to all registrants.**

**Please register early to avoid course cancellation or waitlists.**

**Registration:** Send completed registration form by EMAIL, FAX or MAIL to:

**Email:** [MATraining@gov.nl.ca](mailto:MATraining@gov.nl.ca)

**Fax:** (709) 729-4475

**Mail:** Department of Municipal Affairs & Environment  
**contact:**

Local Governance & Planning Division  
4th Floor, West Block, Confederation Building  
PO Box 8700  
St. John's, NL, A1B 4J6

**For more information**

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(709) 729-3090

  
**Newfoundland  
Labrador**

**Municipal Affairs and Environment**