

# *Call for Presentations*



*Department of the Treasury  
Financial Management Service*

## **14<sup>th</sup> Annual Financial Management Conference**

**Theme:  
“Financial Management Credibility –  
Building Public Trust”**

*August 10-12, 2004  
Hyatt Regency - Bethesda, Maryland*

## **Call for Presentation Proposals**

Treasury Agency Services (TAS) is pleased to announce its call for presentation proposals by sending you this copy of the guidelines for the 14<sup>th</sup> Annual Financial Management Conference. Your interest in sharing your knowledge and expertise with more than 550 Federal financial professionals is appreciated. Our participants are especially interested in presentations on financial issues including: accounting operations, professional development, e-commerce and information technology, budgeting, auditing and legislative issues. We encourage interactive sessions that use adult learning principles.

### **About Treasury Agency Services**

Treasury Agency Services is a part of the Financial Management Service (FMS), U.S. Department of the Treasury. In 1991, FMS established The Center for Applied Financial Management (The Center) to further its mission of helping agencies improve financial policies, systems, practices and operations throughout the Federal Government. To better reflect The Center's true affiliation with FMS and the Department of the Treasury, during the 11<sup>th</sup> Annual Financial Management Conference, the new title for The Center was unveiled. As of October 1, 2001, The Center became Treasury Agency Services (TAS). To carry out our mission and to serve our customers, TAS offers financial training and financial consulting services.

### **13<sup>th</sup> Annual Conference Highlights**

Over 550 Federal financial professionals in attendance  
Networking and career opportunities  
Exhibitors  
50 educational sessions  
Continuing Professional Education (CPEs)  
Special Guest Speakers invited

### **Timetable for the 14<sup>th</sup> Annual Conference**

<b>March 31, 2004</b>	<b>Speaker Presentation Proposals due to TAS</b>
<b>May 7, 2004</b>	<b>Notification to speakers that have been accepted to present at conference</b>
<b>June 11, 2004</b>	<b>Tentative schedule/agenda provided to speakers</b>
<b>July 16, 2004</b>	<b>Submit PowerPoint Presentation to TAS</b>
<b>August 10-12, 2004</b>	<b>14<sup>th</sup> Annual Financial Management Conference</b>

## General Information

**Conference Theme:** “Financial Management Credibility – Building Public Trust.”

**Conference Tracks:** Accounting Operations  
Information Technology  
Special Issues/Best Practices  
Measurement & Accountability  
Professional/Personal Development

### **Sessions (sample from previous conferences)**

1. **Accounting Operations:** SGL update, FACTS II, Form and Content Statements, GOALS II, Debt Collection Program, CA\$HLINK II, Governmentwide Accounting (GWA) Programs and more.
2. **Special Issues/Best Practices:** Innovative Strategies for Successful Audits, Congress and the Budget Process, Credit Reform Budgeting, JFMIP updates and more.
3. **Measurement and Accountability:** GPRA Implementation, Managerial Cost Accounting, Activity-Based Costing, Measuring Performance in Financial Management and more.
4. **Technology:** Treasury Initiatives in E-Commerce, CFO/CIO Challenges, E-money, JFMIP Financial Systems Requirements, Updates on EFT Payment Policies and more.
5. **Professional Development:** Career Directions, What is your Personality Type?, Federal Learning Exchange-New Tools for Federal Learning, Resume Writing and more.

**Selection Criteria** – Presentations, which contain a well-defined focus; clarify or elaborate on a difficult concept or idea; strengthen the conference by reflecting cutting edge ideas; demonstrate use of theory or technique; and support the learning goals of the conference participants. These are factors considered in final selection for the conference program.

**AudioVisual Support** – TAS will provide basic audio-visual equipment for each session, which includes a podium microphone, lavalier microphone, laptop computer, LCD/data projector and screen. Presenters are responsible for other special equipment needs, however; please notify TAS in advance to coordinate.

**Handouts – Like last year, there will be no handouts distributed by TAS at the conference this year.** However, if any presenter wishes to make his/her own copies and distribute them – that is perfectly acceptable. At previous conferences, our attendees have noted that presentation handouts are very informative. Last year was our first attempt to post all presentations on TAS’s website prior to the conference. We encourage all presenters to provide a copy of their PowerPoint presentation (without speaker notes) to TAS via e-mail by July 16, 2004. These presentations will be posted on our website two weeks prior to the conference. Attendees will be notified how to access each session’s presentation on the website. Attendees will be encouraged to download the presentations, print copies of the handouts, and bring the material with them to the conference to be used as a reference during the sessions.

**Notice** – As a Federal organization, TAS does not extend honoraria to presenters, nor do we reimburse travel or other expenses.

**Session Formats –**

**Education:** A mix of theoretical and application based. Using stimulating and appropriate deliveries.

-or-

**Panel Discussion:** Exploring different perspectives on the same issue.

-or-

**Case Study:** Overview of your organization’s innovative efforts.

-or-

**Combination:** Any combination of two of the above formats

**Length –**

\* 50 minute concurrent session

-or-

100 minute double session

\* Some sessions should be repeated based on anticipated strong interest

**Acceptance Letter**

TAS will notify each selected speaker(s) via e-mail by **May 7, 2004.**

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**Title of Presentation** (10 words or less) \_\_\_\_\_  
\_\_\_\_\_

**Format**

**Length**

- |   |  |
|---|--|
| <input type="checkbox"/> Education Session                  | <input type="checkbox"/> 50 minute (single session)  |
| <input type="checkbox"/> Panel Discussion                   | <input type="checkbox"/> 110 minute (double session) |
| <input type="checkbox"/> Case Study                         |  |
| <input type="checkbox"/> Combination (check all that apply) |  |
| <input type="checkbox"/> Plenary (45 minutes)               |  |

### Key Point of Contact

**Name\*** \_\_\_\_\_

**Title** \_\_\_\_\_

**Organization** \_\_\_\_\_

**Address** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**Fax #** \_\_\_\_\_

**E-Mail Address** \_\_\_\_\_

**\*Co-Presenters** (names, titles, organizations) Note: TAS prefers sole presenters but will consider multiple presenters/panels when appropriate).

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\_\_\_\_\_  
\_\_\_\_\_

**Abstract:** a 4-5 line summary of the content and expected outcome of your presentation. This abstract may be used in promoting the conference and will be included in the conference program.

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**Biography:** 4-5 lines summarizing your background and experience. This information may be used in promoting the conference and in the conference program.

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**Audio-Visual Requirements** (TAS will provide basic audio-visual equipment for each session which includes a podium microphone, lavalier microphone, laptop computer, LCD/data projector, and screen).

Indicate any additional audio-visual needs: \_\_\_\_\_  
\_\_\_\_\_

Submit proposals no later than **March 31, 2004**. It may be submitted by:

E-Mail proposal to: [angela.romano@fms.treas.gov](mailto:angela.romano@fms.treas.gov)

-or-

Mail proposal to:

Department of the Treasury/FMS  
Treasury Agency Services  
Attn: Angela Romano  
1990 K Street NW, Suite 300  
Washington, DC 20006

-or-

Fax proposal to:

Attn: Angela Romano  
202-874-9629

Questions? Call Angela Romano at 202-874-9584