

MISSION

POSSIBLE

# MISSION: POSSIBLE

## YOUR MISSION...

SHOULD YOU CHOOSE TO ACCEPT IT...

## THE 5TH ANNUAL FINANCIAL MANAGEMENT PROFESSIONALS' CONFERENCE

AUGUST 9-11, 2006

THE WESTIN MICHIGAN AVENUE, CHICAGO ILLINOIS

ALL M I S S I O N P O S S I B L E F O R C E [MPF] OPERATIVES HAVE BEEN ACTIVATED!

- [ FINANCIAL MANAGERS
- [ CFOs
- [ FINANCE STAFF
- [ EXECUTIVE DIRECTORS
- [ BOARD TREASURERS
- [ FUNDERS
- [ LENDERS
- [ CPAs
- [ FINANCIAL CONSULTANTS
- [ INTERMEDIARY STAFF

[ YOU HAVE BEEN IDENTIFIED... ]

[...SPONSORS]



1,000,000,000

MISSION

1,000,000,000

# GOOD MORNING MPF OPERATIVE:

YOU ARE CHARGED WITH ENSURING THE FISCAL EXCELLENCE OF YOUR ORGANIZATION. YOUR MISSION AS FINANCIAL LEADER, SHOULD YOU CHOOSE TO ACCEPT IT, IS TO ATTEND THIS OPERATIVE GATHERING AND ASSEMBLE THE KNOWLEDGE, SKILLS, TALENTS, RESOURCES, STRATEGIES, AND TECHNIQUES NECESSARY TO LEAD YOUR ORGANIZATION IN ACHIEVING ITS ULTIMATE MISSION POSSIBILITY!

AS ALWAYS, SHOULD YOU, YOUR BOARD MEMBERS, OR YOUR EXECUTIVES DIRECTORS BE DISCOVERED BUILDING UP OR UTILIZING THESE RESOURCES, YOU WILL NOT BE DISAVOWED. YOU WILL BE PLACED UPON A PEDESTAL OF PERFORMANCE GREATNESS AND YOUR BEST PRACTICES DISSEMINATED THROUGHOUT THE NONPROFIT NATION. IF YOU ARE UNABLE TO GET ON MISSION AND RENDEZVOUS AT THE APPOINTED DAY AND TIME, THIS OPPORTUNITY WILL SELF-DESTRUCT.

**GOOD LUCK!**

## THE FINANCIAL MANAGEMENT PROFESSIONALS' CONFERENCE

is a one-of-a-kind opportunity for financial professionals in the community development industry. Through interactive workshops, case studies, peer-to-peer sessions, and dynamic group discussions, practitioners cultivate best practices, learn the latest industry trends, and share the elements of success that enable today's managers to build and maintain financially sound community development organizations.

- **Cutting-edge workshops**
- **World class speakers**
- **Professional networking opportunities**

### WHILE ON THIS MISSION...

- Learn the art of negotiating joint venture partnerships.
- Ascertain the impact of new FASB regulations on your organization.
- Find out how to and who should handle your human resources function.
- Discover ways to get more from your auditor.
- Gather new ideas for working with partners, inside and outside your organization.
- Learn strategies for converting and upgrading your financial software and systems.
- Hear ways to use a dashboard system to track your financial success.
- Retrieve intel on the CFO in the business planning process.
- Chat with world-class experts.
- Glean lessons-learned from financial declines.
- Network with your peers.
- Problem-solve your way to financial success.
- And, more!

### PRACTICAL INTEL RIGHT AT YOUR FINGERTIPS!

You've come to count on the LISC Organizational Development Initiative for quality resources that help you meet your financial excellence challenges. This year we are raising the bar once again by offering you 18 workshops, 2 plenary sessions, another inspirational luncheon guest, an excellent array of roundtable discussions, an expanded vendor and bookstore area, and much, much more!



### HERE'S WHAT PARTICIPANTS HAD TO SAY ABOUT THE 2005 CONFERENCE:

- "This was my first year attending and I'm so excited with the knowledge and material I have received to strengthen my CDC."
- "This conference was just great for orienting me to the CFO role."
- "Thought-provoking!"
- "This is the first conference that I actually can use what I learned to benefit the organization."
- "This conference is even better than last year! Thanks for being such a valuable resource for CDCs."

# CONFERENCE [AGENDA...]

WEDNESDAY, AUGUST 9, 2006

3:00PM - 5:00PM **MISSION BRIEFING**

Proceed to the Registration Desk for a dossier to help plan your mission profile.

THURSDAY, AUGUST 10, 2006

8:00AM-8:45AM **AGENT RENDEZVOUS**

Continental Breakfast and Registration

8:45AM-10:15AM **BY ANY MEANS NECESSARY PLENARY**

### 21st Century Financial Leadership Strategies

Today's community development industry needs financial managers who do more than manage – they need to lead! From supporting staff to thinking more broadly about financial management, to strategic cost accounting and proactive planning for exciting partnership opportunities, NOW is the time for financial managers to embrace the leadership role they were destined to play. Join **Marla Gutierrez** for a McLaughlin-style panel with financial field experts like **Jeanne Bell** from CompassPoint and **Melinda Tuan** from The Bridgespan Group as they explore the leadership opportunities that transform financial managers into an organization's most valuable players!

10:15AM-10:30AM **MISSION CHECKPOINT BREAK**

10:30AM-12:00PM **INTELLIGENCE GATHERING WORKSHOPS**

Clearing Away the Smoke & Mirrors: Inside Real Estate Development Accounting  
Interagency Alliance: Building Powerful Partnerships  
"Dashboard" Confessions: Mission Reporting and Financial Management Metrics

12:00PM-1:45PM **MISSION PROVISIONS LUNCHEON**

### The Team – Developing Mission Critical Relations

Introductions: **Andy Mooney**, Senior Program Director, Chicago LISC

**Speaker: James Capraro, Executive Director, Greater Southwest Development Corporation, Chicago**

1:45PM-3:15PM **INTELLIGENCE GATHERING WORKSHOPS**

Confessions of a Clean-Up Agent: The Top Ten Most Common Financial Systems' Weaknesses (and How to Clean Them Up!)  
Going Over the Wall: Working with Your Development Team  
Syndicate Engineering: The Art of Negotiating Joint Venture Partnerships

3:15PM-3:30PM **MISSION CHECKPOINT BREAK**

3:30PM-5:00PM **INTELLIGENCE GATHERING WORKSHOPS**

Operation "Oversight": Building a Strong Finance Committee  
News from HQ: New FASB Regulations, Consolidated Financials, and Tax Horizons  
The Target Is Insight: Nonprofit Business Analysis

6:00PM - 8:00PM **SHAKEN NOT STIRRED RECEPTION**

Sponsored by the National Equity Fund

### ALL-STARS AWARDS CEREMONY

Join us for a little after-hours recon! Trade advice and swap war stories with old friends. Scope-out great ideas and resources from our vendors. Celebrate the induction of our newest CFO All-Stars into the LISC Financial Management Hall of Fame. Enjoy light-fare and drinks – which are, of course, shaken, not stirred!

# CONFERENCE [AGENDA...]



FRIDAY, AUGUST 11, 2006

8:00AM- 8:45AM

## AGENT RENDEZVOUS

Continental Breakfast and Registration

8:30AM-9:15AM

## SPLINTER GROUP ROUNDTABLES

Looking for more intimate intelligence-gathering and transference? These round table operatives are prepared to help you with a plan for even your toughest financial, performance management, accounting, and reporting quandaries! Go a round or two with our renowned industry experts and CFO All-Stars!

Here are just a few examples:

- The MIP Users Group
- Managing Performance Measurement Contracts
- Creative Cash Flow Management
- Mission Measurement
- Benchmarking for Financial Performance
- Microloan Management

9:15AM-10:15AM

## POWER PLAYS FROM THE FIELD CFO ALL STARS PLENARY

Road blocks around every corner? Trouble getting your voice heard? Not sure about your role in the organization and beyond? Hear from the "Power Players" in this CFO All-Stars tell-all plenary session, as they explore their greatest time-proven strategies for getting in the game. You too can reap the rewards of a "mission accomplished!"

10:15AM-10:30AM

## MISSION CHECKPOINT BREAK

10:30AM-12:00PM

## INTELLIGENCE GATHERING WORKSHOPS

Zero Cover-up: Unmasking Excellence in QuickBooks Performance  
Master Your Craft: The Year 15 Clinic  
The HR Handler: Human Resource Basics

12:00PM-1:15PM

## MISSION PROVISIONS LUNCH (ON YOUR OWN)

1:15PM-2:45PM

## INTELLIGENCE GATHERING WORKSHOPS

Mission Interrupted: An Organization Pulled Down by Its Assets  
Inside Your Audit: Secrets Revealed!  
Engineering Ops: Business Planning for Community-based Organizations

2:45PM-3:00PM

## MISSION CHECKPOINT BREAK

3:00PM-4:30PM

## INTELLIGENCE GATHERING WORKSHOPS

Strong Arming: When QuickBooks is Not Enough  
Intricate Means: Business Valuation  
Sleeper-Cells: Breaking New Financial Ground in Support of Property Management

4:30PM-5:00PM

## MISSION DEBRIEF

Wrap Up, Raffle, and Evaluation  
*All MPF Agents must be present to win!*

MISSION  
**ACCOMPLISHED**

# MISSION: [INTELLIGENCE GATHERING WORKSHOPS...]



The Local Initiatives Support Corporation is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the: National Registry of CPE Sponsors, 150 Fourth Ave North, Nashville, TN 37219-2417.

Recommended CPE Credit: Up to 9 (1.5 per workshop, excluding plenary sessions). This conference was prepared in accordance with the Standards for Continuing Professional Education (CPE) Programs effective January 1, 2002. To be approved for credits, you must sign-in and sign-out of each session as well as complete an evaluation form. Certificates will be mailed to you several weeks after the conference.

CODE ACCESS

**CLEARING AWAY THE SMOKE & MIRRORS: Inside Real Estate Development Accounting** Licensed to . . . bill?! CDCs typically face far more complex accounting challenges than other types of nonprofits and more regulatory and compliance reporting requirements! This session, led by “back-by-popular-demand” consultant **Lisa Gioia**, will share proven strategies for properly accounting for construction-in-progress, managing construction draws, calculating equity, posting debt and recoverable grants to your balance sheet, accurately calculating set asides and loss reserves, managing long and short term debt vehicles, and providing project managers with “news they can use” about the real-time status of each development venture.

**INTERAGENCY ALLIANCE: Building Powerful Partnerships** Every effective organization needs great partners to achieve high levels of impact. But every match is not necessarily made in heaven. Join us as we discuss a continuum of partnership opportunities, best practices for identifying and vetting potential organizational partners, the pros and cons of mergers, and successes and failures from the trenches. Explore important technical, infrastructure implications and the leadership role CFOs MUST fill to insure partnership success!

**“DASHBOARD” CONFESSIONS: Mission Reporting and Financial Management Metrics** Nationally recognized financial leader, **Jeanne Bell**, author of *Financial Leadership for Nonprofit Executives*, confesses all in this not to be missed session! Learn ways to get board and staff to engage in meaningful organizational performance. Get an intimate look at the CompassPoint dashboard analysis and reporting tool. Learn why and when to use a Dashboard, typical elements to include, and how to define success. Work on metrics for your own organizations in this interactive session.

**CONFESSIONS OF A CLEAN-UP AGENT: The Top Ten Most Common Financial Systems’ Weaknesses (and How to Clean Them Up!)** “Sometimes it feels like I manage financial extremes – cash flow feast or famine; micro-management or abdication; mission at any cost while crossing your fingers to meet payroll!” Does this confession of a Frazzled Finance Officer sound familiar? You definitely aren’t alone. **Joanne “M”ontagner**, “Cleanup” consultant to many successful and prominent organizations, will help you gain new insight into ways to strengthen or alter your infrastructure to insure systems success. Protect your organization from the cascading affect compounding bad data. Insure your policies and procedures pass the acid test. Insure stakeholder accountability and transparency to protect your financial investments!

**GOING OVER THE WALL: Working with Your Development Team** Every great mission starts with a well-connected team! Join The CFO, The Housing Director, and The Funder as they discuss the critical ongoing role of the CFO on the Development Team. Identify ways to plug-in early to insure the financial feasibility of the great ideas. Gain practical tips, tools, and templates for facing ongoing challenges of tracking the financial aspects of construction in progress, managing funder reporting requirements, coordinating the end of development financial transitions, managing the debt load on the balance sheet, and keeping open the lines of communication across the team!

**SYNDICATE ENGINEERING: The Art of Negotiating Joint Venture Partnerships** Are you leaving too much on the bargaining table? Don’t get squeezed in your next for-profit partnership pact; mission assistance is on the way! **Joel Bookman**, rainmaker extraordinaire, leads a team of veteran deal-makers and deal-breakers who are poised to tell you just what it takes to play well with others. Hear the advantages and disadvantages of co-ownership and co-management. Learn key strategies for brokering agreements and maximizing your earned-income potential. Learn the questions every nonprofit should ask and the answers discerning deal-doers demand. Rise to the challenge of becoming a powerful ally.

**OPERATION “OVERSIGHT”: Building a Strong Finance Committee** Whether it's the challenge of deciphering seemingly “top secret” financials or the fine art of developing systems & procedures, participants will find an excellent array of new ideas and first-rate techniques to hone their skills. Meet real board “operatives,” learn how skills like observation, analysis, critical thinking, and being a team-player are all important to the craft. Learn ways to hone the leadership acumen of your board’s finance committee members.

**NEWS FROM HQ: New FASB Regulations, Consolidated Financials, and Tax Horizons** “From Washington, With Love. . .” Get the not-so-secret news from FASB HQ! Just what do those new regs mean for you and your organization? Learn the latest on financial consolidating policies and their impact on your financial systems. Find out what’s new on the tax horizon and delve into a myriad of emerging issues facing non-profits, including intel from some hot-off-the-presses reports. Shh - the secret password is “Sarbanes-Oxley”.

CODE ACCESS

**THE TARGET IS INSIGHT: Nonprofit Business Analysis** Nonprofit managers, executives and boards face one of the toughest business environments that exist today. Join **Rodney Christopher** and **Brent Copen** from **Nonprofit Finance Fund** as they unveil their groundbreaking Nonprofit Business Analysis (NBA) approach to nonprofit economics and management. "Demand for the NBA program has exploded from just two nonprofits in 2002 to more than 250 in 2006," states one agent. Don't just hope for success – put yourself through the paces and set yourself high above the rest!

**ZERO COVER-UP: Unmasking Excellence in QuickBooks Performance** James Bond's dart pen. Maxwell Smart's shoe phone. Each had unique gadgets and knew how to use them to get the job done! How well have you mastered your gadgetry? Join us for this session as we maximize the potential of QuickBooks. Learn how to set up systems that better serve your organization. Use those features you pass over every time you sneak past a drop-down window!

**MASTER YOUR CRAFT: The Year 15 Clinic** Spine-tingling escape or well-executed plan . . . which one will best describe your Year 15? Talk with the experts about what finance professionals should be doing to prepare and plan for successful deal transitions. Discover some of the lessons-learned and hear how these agile agents are exiting current partnerships. Get the mission-critical intel you need to prepare yourself and your organization for the inevitable!

**THE HR HANDLER: Human Resource Basics** A handler is one responsible for handling human assets in the field. Who "handles" your human resources function? Sometimes all or part of this falls on the desk of the CFO. The proactive financial leader will insure the function is defined and assigned! From payroll, COBRA, and compliance, to human resource policies, job descriptions, and documentation. Ferret field facts on how to handle your HR practice.

**MISSION INTERRUPTED: An Organization Pulled Down by Its Assets** Baseball player and spy, Moe Burg once said, "You can't get intelligence by sitting and saying nothing..." He might have been talking about this case study session! Join Operative **Lisa Deller** and an all-star cast for a real-life cautionary tale of a system gone terribly wrong. See if you, too, might have some of the tell-tale symptoms of distress. Explore the missed clues and hidden signs of "an organization pulled down by its assets!!"

**INSIDE YOUR AUDIT: Secrets Revealed!** You just received a clean, unqualified audit opinion; you may now take comfort in your financials - Mission Accomplished? Not so fast! As the financial leaders of your organizations, you welcome the challenge of your annual audit process, but are you confident you are getting the most for your time and money? Learn ways to insure your audit uncovers potential weaknesses in your systems and procedures to best protect you and your organization. Insure your audit substantiates your hours of meticulous financial toil. Commit yourself to the full-proof financial accountability your audit offers and then learn ways to manage your Management Letter. Bring your own audit to see how your organization stands up to the challenge!

**ENGINEERING OPS: Business Planning for Community-based Organizations** How is your organization engineering its ops? "Business planning is rarely linear," says **William Foster** of **The Bridgespan Group**, "It requires leaders to circle back on critical decisions as new information emerges." No one is better positioned than YOU to "circle back" on financial history and bring clarity to the business planning process. Foster draws on experience with nonprofits from around the country to help you lead your organization to greater strategic clarity, establish key internal and systems priorities, make more informed assumptions about resource and systems implications, set realistic performance measures, and insure your colleagues receive sound, strategic financial facts!

**STRONG ARMING: When QuickBooks is Not Enough** Maybe not the toughest villain you will ever face, but deciding to overhaul your financial system can seem like a daunting undertaking! Are you simply avoiding the inevitable? Learn how to analyze your systems to determine whether or not your software is meeting your needs, conduct a systems feasibility analysis, and identify ways to plan and manage a smooth conversion.

**INTRICATE MEANS: Business Valuation** Squeezed between increased performance expectations and decreased funding, Mission Possible Force (that's you!) must counter the effects of evil villain, Bud "Jet" Shortfall, in order to successfully meet the challenges of this mission. Enter **Kevin Smith** of **PricewaterhouseCoopers** and one of our new All Star inductees! With his vast experience in business valuation, Agent Smith will tell you just how to determine the risk-reward of those nonprofit subsidiaries or for-profit ventures on which you have your eyes! Develop the perfect "scheme" to analyze the obvious and determine the hidden costs of business ventures. Enhance your performance techniques to bring your team home with resources to spare!

**SLEEPER-CELLS: Breaking New Financial Ground in Support of Property Management** Somewhere, deep inside the conference, an elite group of operatives is lurking in the shadows preparing to take on the ultimate mission. Do you dare uncover the intelligence of Property Management? Whether PM is done in-house or outsourced to a third party manager, the CFO plays a unique role in the oversight of this critical function. Get the latest tips and tools from our industry experts and decide if your PM stands up to the financial acid test!

## [SPONSORS...]



Citigroup's commitment to corporate citizenship is an extension of our business. By providing access to credit through microfinance; lending and investing in low- and moderate-income communities; financing projects that support sustainability; and fostering financial education and career development, we strengthen the community and our industry. We continue to focus in three areas: building communities and entrepreneurs, financial education, and educating the next generation. [www.citigroup.com](http://www.citigroup.com)



### LOCAL INITIATIVES SUPPORT CORPORATION (LISC):

LISC's mission is to assist CDCs in their efforts to transform distressed neighborhoods into healthy communities. LISC believes that CDCs are the best vehicles to achieve lasting and positive community change for the benefit of low and moderate-income families. These groups are accountable to local residents and engage in a wide range of physical, economic, and human development activities. LISC enables residents to set priorities and shape the process of community renewal by marshalling private-sector resources and extending financial and technical support to CDCs.

### LISC ORGANIZATIONAL DEVELOPMENT INITIATIVE

ODI is LISC's in-house management consultant, providing tools, trainings, and direct technical assistance that enhance the capacity of CDCs to produce results for their communities. The Annual Financial Management Professionals' Conference is part of ODI's initiative to elevate professional opportunity and expertise among key CDC practitioners. [www.lisc.org](http://www.lisc.org)

## [NEED TO KNOW...]

### REGISTRATION INFORMATION

Your registration fee includes all conference materials, continental breakfast, the keynote luncheon, and attendance at the reception. LISC-ODI will send a confirmation letter to acknowledge receipt of payment. If you do not receive confirmation by fax or e-mail, please call Jessica Boykin at 212-455-9325.

### CANCELLATION POLICY AND CHANGES

Full refunds will be issued if written cancellation requests are **received** by July 19, 2006. Refunds requested after this date will be issued, less a \$150.00 administrative fee. Due to financial obligations incurred, LISC/ODI will not issue refunds on cancellation requests after August 4, 2006.

### HOTEL INFORMATION

Contact the hotel directly to obtain their policy on reservations, deposit and cancellations. Rooms will be assigned on a space-available basis only. To receive our special group rate, mention that you will be attending the **LISC 2006 Financial Management Professionals' Conference**.

**The Westin Michigan Avenue**  
909 North Michigan Avenue  
Chicago, IL 60611  
**Hotel Telephone:** (312) 943-7200  
**Hotel Fax:** (312) 397-5580  
**Group Rate:** \$189.00 single/double

### GROUND TRANSPORTATION

The Westin Michigan Avenue, Chicago offers continuous transportation service through Continental Air Transport (Airport Express) at 1-800-654-7871. Round-trip fare to/from O'Hare International Airport is \$46.00 per person (18 miles) and to/from Midway is \$36.00 per person (13 miles). Taxi cabs are easily accessible and are approximately \$30.00 - \$45.00 one way to O'Hare or Midway Airport.

# LISC

*Helping neighbors  
build communities*

Organizational Development Initiative (ODI)  
Local Initiatives Support Corporation  
501 7th Avenue, 7th floor  
New York, N.Y. 10018



Please make checks or money orders payable to "LISC-ODI."

OR FAX TO: 415-329-1490

New York, N.Y. 10018

501 7th Avenue, 7th floor

LISC/ODI

ATTN: Jessica Spencer Boykin, CMP

LISC/ODI

Mail Registration with Check or Money Order To:

Special needs:

Check enclosed (payable to "LISC-ODI").

from the address listed above.

Please check if credit card billing address is different

Signature \_\_\_\_\_ Date \_\_\_\_\_

Card # \_\_\_\_\_ Expires: Month/Year \_\_\_\_\_

Card Holder Name (Please Print) \_\_\_\_\_

Credit Card: \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard \_\_\_\_\_

Check (Payable to LISC-ODI) \_\_\_\_\_

**[PAYMENT INFORMATION...]**

Check here if you plan to attend the Welcome Reception (August 10th)

After 7/19/06 \$395

By 7/19/06 \$350

Register:

Email \_\_\_\_\_ Website \_\_\_\_\_

Business Telephone \_\_\_\_\_ FAX \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Street Address \_\_\_\_\_

Title \_\_\_\_\_ Organization/Firm \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

**[REGISTRATION FORM...]**