



Leadership Institute Training

Basic Accounting

Course Description

This is a BASIC accounting course teaching elementary accounting concepts with an emphasis on the Native American Housing Assistance and Self-Determination Act (NAHASDA) program requirements. Since administrative capability is a requirement for all tribes receiving Indian Housing Block Grant program funding, it is important that personnel working in accounting have a thorough understanding of basic accounting fundamentals. This course will also help those who are working outside of accounting to become familiar with accounting, which will also help them in performing their jobs.

Objectives

- Learn the purpose of accounting and its role in the tribal housing organization.
- Gain an understanding of the fundamentals of accounting principles.
- Learn and practice basic accounting transactions related to receipts and expenditures.
- Become familiar with record keeping and accounting practices related to tenant accounting, disbursements, and payroll.
- Learn the importance of providing accounting information through financial reporting.
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Who should attend?

Persons working in accounting or finance, either for tribes or tribal housing programs, who are new to the accounting area. Non-accounting personnel such as program managers, department heads and BOC/Council members, who would also like to gain a better understanding of accounting practices, are also encouraged to attend.