

County Government Accounting Basics Workshop

Thursday, April 2, 2026

Cornhusker Marriott, Lincoln



8:00 AM	Registration
8:30 AM	<p>Overview of Accounting Procedures for County Government and Role of State Auditor, County Board, Clerk, Treasurer, and other officials</p> <ul style="list-style-type: none">• APA County Accounting Manual• Funds, Functions, Accounts• Proper coding of transactions and its importance• How daily revenue and expenditure transactions get compiled into annual audit and budget
10:30 AM	Break
10:45 AM	Proper Accounting for Inter-Fund Transfers, Error Corrections, and Journal Entries
11:15 AM	Maximizing Investments and Bond Opportunities by NPAIT
11:30 AM	Lunch with NACO and MIPS Staff Sponsored by NPAIT/PTMA
12:30 PM	Balancing Procedures – Daily, Monthly, and Annual requirements (Daily balancing of office collections, bank reconciliations, reconciliation of disbursements between Clerk / Treasurer, etc.)
1:00 PM	Levy Setting Process
1:45 PM	Break
2:00 PM	Segregation of Duties, Common Audit Findings, and What To Avoid
3:00 PM	Questions for the APA
3:30 PM	MIPS programming – using resources in the application
4:30 PM	Adjourn