



August 2010

TGA Connection

Dear Jennifer,

As a leader in your community, you are expected to have the requisite knowledge and capabilities to handle virtually anything that happens in your township. TGA courses are designed to make sure that you're equipped to deal with matters as they arise. Upcoming courses tackle a myriad of topics, from provision of services to township finances.

Don't miss your chance to earn up to 22 credits in the Township Governance Academy (TGA) between now and October!

Read on for more ...

August workshops offer answers to today's tough questions

In just two days, the courses described below will help you learn what you need to know about human resources and the provision of township services—two areas that create a lot of confusion and misunderstanding for township officials. Find out how to keep your community out of trouble while discovering practical ways to improve conditions in your township.

Managing Human Resources & Volunteers in the Township

Human resource issues need to be addressed in all townships—even small townships with only a few employees or volunteers. This course will help you build your township's personnel policies, from the basic components to why your township should develop a policy handbook, including how to keep it current.



At Your Service: Meeting Township Needs

Learn more about the role, authority and legal requirements of the township board in providing services for your residents. Explore funding options as well as the board's responsibility in assuring that the risk inherent with these services is properly managed.



Download the registration brochure [here](#) OR register online [now](#).

October courses help you master the role of elected public official

The courses described below offer valuable educational programming and networking opportunities. Sign up for the entire program or choose the session that interests you the most.

Get the tools to define your township's direction, focus and long range goals through strategic planning.

Utilizing Strategic Planning to Achieve Results

Strategic planning is critical to achieving real results in your township and the larger region in which you live. Yet the creation of a strategic plan may be a delicate matter in a politically-charged environment, especially when dealing with neighboring communities. Discover what strategic exploration entails, including the voices that must be heard, in order to develop a solid plan that aligns the township's resources and creates favorable outcomes.



Delves into the principals of the budgeting process including internal controls and financial policies.

Township Finances

Township boards are responsible for ensuring that there are adequate resources to serve the community in a manner consistent with constituent expectations. Explore the types of revenue sources available to townships and their appropriateness for various programs and services. Gain insight into fiduciary duties including allocation of resources and evaluation of results through the budget process.



Download a sign-up form [here](#).

Are You Ready to Graduate?

TGA Candidate Graduation Information

If you think you'll have completed graduation requirements by the time our 2011 Annual Educational Conference rolls around Jan. 26-28, here's a [checklist](#) to help you determine your TGA graduation status.

Graduates will be recognized during the Conference Opening Session on Wednesday, Jan. 26. A special luncheon for TGA graduates will follow the Opening Session.

Questions? Contact Shelley or call (517) 321-6467.



Many thanks to our TGA scholarship sponsors!

MTA thanks the following sponsors of the TGA scholarship program for their ongoing support:



Click [here](#) for more information on the scholarship program or download an [application form](#).