

Alabama A&M University FY 2010

January

Small Business Legal Packages and Forms - Lanier Ford

Huntsville/Madison County Chamber of Commerce—Briefing Room

Thursday, January 14, 2010 10:00 am-12:00 noon

\$25.00 per person.

Training Workshop Overview: TO BE ADDED

New Business Tax Workshop

Huntsville/Madison County Chamber of Commerce—Auditorium

225 Church St., Huntsville, AL

Tuesday, January 19, 2010 10:00 AM or 2:00 PM

No Charge

Participants will receive a brief, but comprehensive overview of Alabama taxes that will enable the business to begin operating with a clearer understanding of its tax obligations. Two classes are scheduled for your convenience in the larger cities. There will be one class scheduled in the smaller cities. Each workshop is approximately one hour long. Plan to arrive at least 15 minutes prior to the scheduled workshops.

For Workshop Information, call 233

February

SBA Financial Updates for Small Business—SBA

Huntsville/Madison County Chamber of Commerce—Briefing Room

February 11, 2010 10:00 am -12:00 noon

\$25.00 per person

Training Workshop Overview: TO BE ADDED

March

New Business Tax Workshop

Huntsville/Madison County Chamber of Commerce—Auditorium
225 Church St., Huntsville, AL

Thursday, March 11, 2010 10:00 AM or 2:00 PM

No Charge

Participants will receive a brief, but comprehensive overview of Alabama taxes that will enable the business to begin operating with a clearer understanding of its tax obligations. Two classes are scheduled for your convenience in the larger cities. There will be one class scheduled in the smaller cities. Each workshop is approximately one hour long. Plan to arrive at least 15 minutes prior to the scheduled workshops.

For Workshop Information, call (256)922-1082 ext.233.

Small Business Copyright and Patent Law (Provisional Patent Packages) - Lanier Ford

Huntsville/Madison County Chamber of Commerce—Briefing Room

Thursday, March 18, 2010 10:00 am-12:00 noon

\$25.00 per person

Training Workshop Overview: TO BE ADDED

April

Overview of Government Regulations for Maintaining Contract Cost Accounting System - Beason & Nalley

Huntsville/Madison County Chamber of Commerce—Briefing Room
225 Church St., Huntsville, AL

Thursday, April 8, 2010 10:00 am -12:00 noon

The presentation will focus on government regulatory requirements relevant to maintaining a cost accounting system for companies doing business with the government. The instructor will discuss those contract types most often precipitating compliance with cost accounting regulations, and also the provisions regarding accounting for costs by contract. Included within this overview presentation are methods for identifying “unallowable” costs, segregating direct and indirect costs, managing costs to contract ceilings, effective timekeeping practices, and understanding provisions governing invoicing costs to the government.

May

New Business Tax Workshop

Huntsville/Madison County Chamber of Commerce—Auditorium
225 Church St., Huntsville, AL

Tuesday, May 13, 2010 10:00 AM or 2:00 PM

No Charge

Participants will receive a brief, but comprehensive overview of Alabama taxes that will enable the business to begin operating with a clearer understanding of its tax obligations. Two classes are scheduled for your convenience in the larger cities. There will be one class scheduled in the smaller cities. Each workshop is approximately one hour long. Plan to arrive at least 15 minutes prior to the scheduled workshops.

For Workshop Information, call (256)922-1082 ext.233.

Intellectual Property Law/Small Business Contract Law – Lanier Ford

Huntsville/Madison County Chamber of Commerce—Briefing Room

Thursday, May 20, 2010 10:00 am -12:00 noon

\$25.00 per person

Training Workshop Overview: TO BE ADDED

June

Ensuring Financial Capability and Maintaining an Effective Supporting Infrastructure - Beason & Nalley

Huntsville/Madison County Chamber of Commerce—Briefing Room

225 Church St., Huntsville, AL

Thursday, June 10, 2010 10:00 am -12:00 noon

The instructor will provide basics for maintaining a posture of financial capability, to include the importance of a strong balance sheet, developing a solid company financial infrastructure, maintaining consistently applied policies and procedures, and managing costs to budgets. Discussion will also include brief government procurement office expectations regarding these issues.

Some of the topics that will be covered in this presentation are:

- Asset management
- Access to Capital
- Importance of indirect rate and profit management
- How to avoid debt covenant violations and working capital shortfalls
- How to best manage your bank and external CPA firm relationships

July

Legal Concerns for Small Business Closures (Checklist) – Lanier Ford

Huntsville/Madison County Chamber of Commerce—Briefing Room

Thursday, July 8, 2010 10:00-12:00

\$25.00 per person

Training Workshop Overview: TO BE ADDED

New Business Tax Workshop

Huntsville/Madison County Chamber of Commerce—Auditorium

225 Church St., Huntsville, AL

Tuesday, July 20, 2010 10:00 AM or 2:00 PM

No Charge

Participants will receive a brief, but comprehensive overview of Alabama taxes that will enable the business to begin operating with a clearer understanding of its tax obligations. Two classes are scheduled for your convenience in the larger cities. There will be one class scheduled in the smaller cities. Each workshop is approximately one hour long. Plan to arrive at least 15 minutes prior to the scheduled workshops.

For Workshop Information, call (256)922-1082 ext.233.

August

SBA Financial Updates for Small Business - SBA

Huntsville/Madison County Chamber of Commerce—Briefing Room

Thursday, August 12, 2010 10:00 am-12:00 noon

\$25.00 per person

Training Workshop Overview: TO BE ADDED

September

New Business Tax Workshop

Huntsville/Madison County Chamber of Commerce—Auditorium
225 Church St., Huntsville, AL

Tuesday, September 16, 2010 10:00 AM or 2:00 PM

No Charge

Participants will receive a brief, but comprehensive overview of Alabama taxes that will enable the business to begin operating with a clearer understanding of its tax obligations. Two classes are scheduled for your convenience in the larger cities. There will be one class scheduled in the smaller cities. Each workshop is approximately one hour long. Plan to arrive at least 15 minutes prior to the scheduled workshops.

For Workshop Information, call (256)922-1082 ext.233.

October

Tax Benefits From Choice of Entity- *Beason & Nalley*

Huntsville/Madison County Chamber of Commerce—Briefing Room
225 Church St., Huntsville, AL

Thursday, October 14, 2010 10:00 am -12:00 noon

This presentation will outline the tax attributes of five different types of entities. Specifically, it will cover sole proprietorships, partnerships, limited liability companies, S corporations and C corporations. Each has its own rules for taxation of income and limitations on deductions. Topics will include self employment taxes, taxation of fringe benefits, health insurance, executive compensation, depreciation, section 179 depreciation, and business automobiles. The discussion will also cover pass through of tax credits and adjusted basis issues in regard to deducting losses.

November

Utilizing Quickbooks Accounting Software and Understanding Financial Statements - *Beason & Nalley*

Huntsville/Madison County Chamber of Commerce—Briefing Room
225 Church St., Huntsville, AL

Thursday, November 11, 2010 10:00 am -12:00 noon—Briefing Room

The course discussion will focus on techniques for effectively utilizing the features of QuickBooks accounting software to include creating current financial statements to determine the company's position on a daily basis; preparing and printing special progress reports, and; collecting costs by project should the company be performing under U.S. Government contracts. Some of the features we will discuss will include:

- Printing reports
- Exports to Excel spreadsheets
- Use of Payroll and timekeeping on line
- Chart of accounts, different for different businesses
- Management reports