# Meeting Plan:

The Des Moines Chapter will tentatively meet once a month in conjunction with the AGA National webinars from September through May. Each meeting will include a business meeting (no CPE offered) and program speaker (1 CPE offered). The meetings are tentatively scheduled from 11:30 AM to 1:00 PM at a location in the Des Moines metro area.

The Chapter will hold an annual meeting and awards program.

The Des Moines Chapter Executive Committee (CEC) will meet monthly. Special committees (such as seminar, procedural, social committees) will meet as needed. Meetings will be scheduled in a manner that will allow maximum participation by all committee members. Technology will be used to the extent possible to conduct committee business and to keep committee members informed of Chapter activities in a timely manner.

# Education and Professional Development Plan:

* **Monthly Luncheons:** A program speaker will be scheduled for most monthly luncheon meetings, presenting a topic of interest to members. One CPE hour will be awarded for each event. We will explore options to reach outlying members. Chapter meetings will be combined with webinars.
* **Seminars:** The Chapter intends to offer a separate seminar featuring topics of particular interest to financial management and accountability professionals in federal, state, and local governments. Tentative plans are to offer a seminar in April 2025 in conjunction with the National AGA Ethics webinar.
* **Web Training Events:** The Chapter will sponsor a minimum of eleven webinars offered by the National AGA, NASACT, and others. Other webinars will be hosted as they become available, if approved by the CEC.
* **Other Educational Opportunities:** The Chapter will also inform members and non- members of continuing education opportunities available through National AGA, other AGA chapters, and other professional organizations.
* **Notifications:** The Chapter will post all educational events to the Chapter Website and also request that AGA seminars and other avenues of publication will be pursued.

# CGFM Plan:

**Goal 1 – Support current CGFMs**

The Chapter will assist current CGFMs in meeting 80 hours of CPE every two years by:

* Offering a minimum of 30 hours of CPE at Chapter sponsored events this year.
* Identifying CPE opportunities that can be applicable towards CGFM CPE requirements from sources outside of our Chapter, including local seminars, internet courses, self-study, other AGA chapter events, etc., and promoting those on our website and in the newsletter.
* Publishing CGFM CPE requirements on the website and in the newsletter.

The Chapter will recognize new and current CGFMs on the website, in the newsletter and at the annual spring seminar.

The Chapter will encourage CGFM renewals through personal contact, letters/e-mails, the website and the newsletter.

# Goal 2 – Market CGFM service mark locally

The Chapter will look for opportunities to promote the CGFM designation to government employers, professional organizations, universities and colleges, and the general public in our area. The Chapter CGFM Chair will reach out to the Area 3 Director or to National for ideas and suggestions that may help accomplish this goal.

The Chapter will recognize March as CGFM month in the State of Iowa (the Governor’s CGFM Month proclamation was obtained in 2007 for 2007 and future years). The Chapter will also seek similar local and county CGFM proclamations.

The Chapter will strive to use the CGFM logo in all of our publications.

# Goal 3 – Assist potential new CGFMs in attaining certification

The Chapter will survey the needs of current and potential CGFM candidates and offer support as needed to individuals studying for CGFM exams, such as notifying potential candidates of virtual study groups.

The Chapter will continue offering a minimum of 2 study guides for each of the three exam parts through the State Library. The Chapter will promote this benefit on the website and in the newsletter.

The Chapter will provide scholarships for members who obtain CGFM certification. The CEC will communicate information about this benefit to potential new CGFMs on the website, in the newsletter and at Chapter events.

# Community Service Plan:

The Chapter strives to participate in one community service participatory event and will select six charities recognized by the IRS to support, through either monetary donations or donations of goods. The Chapter will match up to $100 of monetary donations per charity. Additionally, the Chapter will request a match from the National Community Service Fund.

# Membership Plan:

* The Chapter Membership Chair will check membership lists and contact suspended members to encourage them to renew.
* The Chapter will provide incentives to encourage current members to recruit new members. Incentives may include, but are not limited to: free registration to one or more Des Moines AGA Chapter event(s) offered in the subsequent year to the member who recruited the most new members in the current chapter year; free registration to webinars offered in the subsequent year to the member who accompanied the most prospective new members to “lunch ‘n’ learns”/webinars in the current chapter year, etc.
* Encourage membership by offering a reduced registration fee for seminars and webinars to AGA members as compared to non-members.
* Invite non-members who attend our seminars and webinars to our monthly meetings and to join AGA.
* Encourage membership by emphasizing the CPE offered at the luncheon meetings and the opportunity to network with other governmental auditing/accounting/finance individuals. Also, emphasize the ability to earn three hours of CPE at one time, at a low cost, by participating in the webinar that usually follows the Chapter luncheon meeting.
* Recognize new members in the Chapter newsletters and at Chapter meetings.
* Recognize members at the awards ceremony for each 5, 10, 15, etc. years of membership.
* Provide timely information to members using updated Chapter website.
* The Chapter Membership Chair will provide the Communications Chair the members that have the most membership recognition points. Names of the top three members will be published on the Chapter website and in the newsletter.
* Apply for the National Recruitment Scholarship dollars, when offered, and develop plans for use of the funds by AGA’s deadline.

# Early Careers Plan:

The Chapter will encourage members to speak to students at colleges in Iowa, including but not limited to students in accounting. The Chapter will talk to them about working in public service, CGFM certification, and AGA in general. The Chapter will also provide the National AGA brochures about governmental careers to the colleges/students during individual department recruiting efforts.

The Chapter will help to promote the free e-memberships to full-time college students and college professors to help get AGA further marketed, as well as encourage college instructors to include AGA membership or events in curriculum.

Chapter members will be informed of National AGA scholarship opportunities.

The Chapter will share state government accounting and management internship opportunities with local and regional higher education institutions.

The Chapter may promote the “Government Finance Case Challenge” and CGFM certification to area colleges and universities. Chapter members will speak to college faculty about opportunities to integrate the case challenge or CGFM curriculum into college credit class, with testing at the end of the semester.

The Chapter will encourage students to attend local events including webinars, luncheon meetings, and the April conference, and may work with area higher education institutions to host an event such as a webinar or the April conference.

The Chapter will explore new ways to support students from middle school to university level, young professionals in government, including a potential job shadowing program.

# Accountability Plan:

The Chapter Accountability Chair will enlist committee members to help prepare and publish the Chapter’s annual Citizen-Centric Report (CCR).

The Accountability Chair will coordinate with the Education Chair to use speakers and training materials focusing on government accountability and performance best practices for Chapter events.

# Communication Plan:

The Chapter Website Chair will post information pertinent to the good of the Chapter and its members on the Chapter website; the Chapter website will be updated as needed.

The Chapter will issue six newsletters throughout the year.

# Other Opportunities:

* Reach out to other target markets that we are missing right now such as city, county, and school employees.
* Coordinate AGA training with State of Iowa, Performance & Development Solutions (PDS) classes.
* Ask college instructors to include AGA membership or events in curriculum.
* Educate and promote the Citizen-Centric Report (CCR) and the Certificate of Excellence in Accountability Reporting (CEAR) Program.
* Update the Chapter procedures and by-laws, as needed, and develop a strategic plan.
* Consider incentives for participating on the CEC.
* Explore opportunities to work with Workforce Development to attach more people to the Government sector.