**COURSE INFORMATION**

**Course Subject Code and Number: TVRS 311 Credits: 2**

**Course Title for Published Catalog** (60-character maximum): **Tribal Voc. Rehab. Foundations: Financial Management**

Course Title for Electronic Catalog (30-character maximum): **TVR Found.: Financial Mgmt**

**Rationale:** This course focuses on the duties of a TVR director related to financial management. This has been identified as a great need within the TVR community and this course would provide more information to a director who wants more hands-on training and more resources rather than using the self-paced, stand-alone Financial Management Toolkit that was developed by the NWIC Tribal Vocational Rehabilitation Institute.

**Course Catalog Description** (50-word maximum): Provides an overview of financial management of TVR programs, with a focus on the responsibilities of directors. Topics include building and managing new and existing TVR agencies; regulatory considerations; managing program grant funds; monitoring cases and services; management of staff, caseloads, and services; and hiring and supervising staff.

**Prerequisites, if any:** **None**

**Form of Grading:** [X] A-F [ ] S/U

**Course Type:** [X]Lecture only [ ]Lab only [ ]Lecture and lab [ ] Phys. Ed. [ ] Internship/Practicum

**Allow course to be taught in separate modules?** [ ] Yes [X] No

**Indicate number of credits for each module:**

A [ ]credits B [ ]credits C [ ]credits D [ ]credits E [ ]credits F [ ]credits

**Designed to meet the following general education and related requirements:**

 (Basic Skills) (Distribution) (Other) (NWIC)

[ ] CS [ ] QS [ ] HP [ ] HT [ ] SS [ ] NS [ ] NSL [ ] TE [ ] NE [ ] NASD

**Designed to meet the following program requirements:**

[ ]NWIC Requirements [ ] Program Core Requirements [X] Electives

**Name(s) of the program(s) if the course satisfies program core requirements:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**For the following type(s) of program (check all that apply):**

Program of Study: [ ] BA [ ] BS [ ] AAS [ ] AST [ ] AAS-T [ ] ATA [ ] Certificate

Other Program Type: [ ] Award of Completion [ ] Training Program

**Add course to the published NWIC catalog?** [X] Yes [ ] No

**Required attachments:** (Templates for required attachments are available on the Curriculum Committee web site.)

[X] Course Outcomes Form [X] Course Syllabus

**Elizabeth Boland/Laura Maudsley\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2/24/2019**

***Proposed by (type name) Date***