

Asset Management -Need to Know

Recommended for: Mayors, Clerks, Board & Council Members, Administrators, & Operators

The Ohio Rural Community Assistance Program (RCAP) is offering two one day seminars for local officials in Water & Wastewater Capacity Development at several locations throughout Ohio. One course covers hands on asset management, budgeting and rate setting. The other course is actual software instruction to manage assets, tasks, inventory, and finances along with providing documentation for assisting with rate setting using the CUPSS software. Instructors are well versed in these topics.

It is highly suggested that "Asset Management Budgeting, & Rate Setting" be attended prior to attending "Applied Asset Management featuring CUPSS Software."

Course materials are included and software is provided. These courses are provided at **NO COST** to participants by the **OhioEPA Division of Drinking and Ground Waters**.

'Asset Management, Budgeting, & Rates Setting' is approved for 5.5 Ohio EPA non-O&M contact hours.

5.5 Ohio EPA operator contact hours have been applied for: 'Applied Asset Management Featuring CUPSS'.

Ohio RCAP is Funded By:

Ohio | Environmental Protection Agency



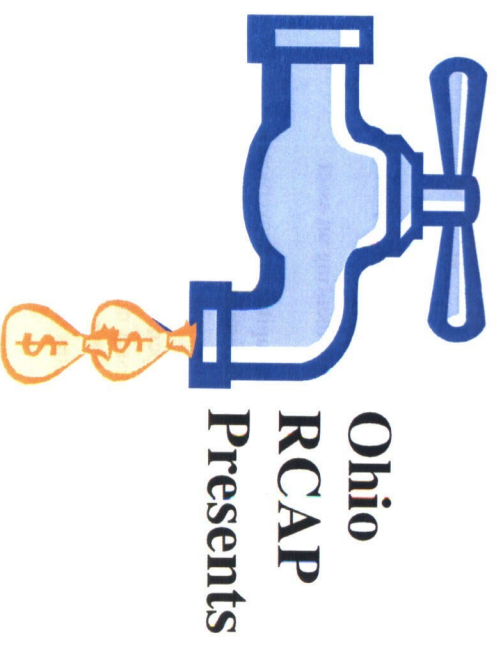
Register online at... www.glrccap.org/ohio

Or call Nadine Thompson at Ohio RCAP to make your reservation, 800-775- 9767 OR 419-332-2056.

Directions and additional information are available on our website. www.glrccap.org/ohio

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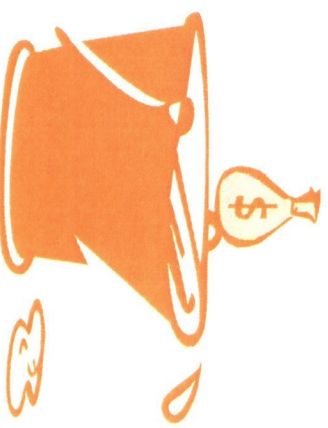


**Ohio
RCAP
Presents**

Asset Management for Local Officials and Applied Asset Management featuring CUPSS*

(Two one day courses)

Protecting your Community's Investment



Sponsored By:

Ohio | Environmental Protection Agency

Division of Drinking and Ground Water

* CUPSS—Software developed by USEPA



Asset Management, Budgeting & Rates

ASSET MANAGEMENT

- ◆ Inventorying assets: estimating replacement costs, prioritizing projects
- ◆ Developing and implementing an asset management plan
- ◆ Incorporating other capital improvements
- ◆ Planning for outside funding

BUDGETING

- ◆ Preparing useful expense and revenue budgets
- ◆ Incorporating the asset management plan and other reserves into the budget
- ◆ Spreadsheet templates for budgets and reports

RATE SETTING

- ◆ Rate setting goals, structures and analysis
- ◆ Considerations of rate adjustments
- ◆ Setting equitable rates and defending them
- ◆ Spreadsheet templates and software

AGENDA

8:30 - 8:55	Registration
8:55 - 9:00	Welcome & Introductions
9:00 - 10:15	Asset Management
10:15 - 10:30	Break
10:30 - 11:00	Asset Management
11:00 - 12:15	Budgeting
12:15 - 1:30	Lunch
1:30 - 3:00	Rate Setting
3:00 - 3:15	Break
3:15 - 4:15	Rate Setting

TRAINING DATES / LOCATIONS

Mar. 9, 2010	Defiance College Defiance, OH
Mar. 16, 2010	Edison State Community College Piqua, OH
Apr. 28, 2010	Kenyon College Gambier, OH
May 25, 2010	Lorain Comm College - Spitzer Campus Elyria, OH
June 1, 2010	Kent State Univ. - Tuscarawus Campus New Philadelphia, OH

Applied Asset Management with CUPSS

- ◆ What is CUPSS ?

Check Up Program for Small Systems
CUPSS was developed by USEPA for small systems to computerize their asset management program.

CUPSS is a free software program based on the Step Guides produced by USEPA.

- ◆ Use CUPSS to help you develop...

A record of your assets

A schedule of your maintenance tasks

A maintenance task history for your sanitary survey

An understanding of your financial situation

A tailored asset management plan

- ◆ CUPSS Long-Term Benefits

Make more informed decisions

Save time by planning ahead

Facilitate proactive decisions

Back up budget talks with facts

Assist with rate setting

Improve customer service

- ◆ This class will...

Introduce you to CUPSS

Provide an overview of the software for Inventory/Maintenance Management Budgeting/Financial documentation

Report generation

Provide hands-on use of the program

Get you started on using CUPSS

- ◆ Attendees will be using the actual program on a computer.

- ◆ Software, manual, & training materials provided to take back to your system.



www.epa.gov/safewater/cupss/

Helping you Protect your Community's Investment

Applied Asset Management with CUPSS

Asset Management, Budgeting & Rate Setting is highly recommended prior to Applied Asset Management with CUPSS. Due to using computer labs, **Seating is limited for these one day courses.**

Registration on a first come basis.

AGENDA

8:30- 8:55	Registration
8:55- 9:00	Welcome & Introductions
9:00 - 10:15	How Can CUPSS Help
10:15- 10:30	Break
10:30- 12:00	Getting Started
12:00- 1:15	Lunch
1:15 - 2:30	Using CUPSS
2:30- 2:45	Break
2:45- 4:15	Using CUPSS

TRAINING DATES / LOCATIONS

Five locations have two days of the same course. Choose one day only.

Mar. 10, 2010	Defiance College
Mar. 11, 2010	Defiance, OH
Mar. 17, 2010	Edison State Community College
Mar. 18, 2010	Piqua, OH
Apr. 6, 2010	Southern State Community College Wilmingtion, OH
Apr. 7, 2010	OSU Pikeeton Research Center Pikeeton, OH
Apr. 14, 2010	Kent State Univ.—Trumbull Campus Warren, OH
Apr. 29, 2010	Nazarrene College
Apr. 30, 2010	Mt. Verron, OH
May 20, 2010	Ohio University Lancaster, OH
May 26, 2010	Lorain Comm College - Spitzer Campus
May 27, 2010	Elyria, OH
June 2, 2010	Kent State Univ. - Tuscarawus Campus
June 3, 2010	New Philadelphia, OH