

## CNAP Scholarship Announcement

NYSCAA recently received an additional \$25,000 in federal OCS funds to expand our capacity-building work geared toward CAA fiscal personnel and Boards of Directors. An exciting piece of this expansion is our ability to offer **10 full scholarships** to "second-tier" CAA fiscal personnel **to obtain the CNAP credential (Certified Nonprofit Accounting Professional)** issued by member firms of the Not-for-Profit Services Association. In New York, the training is conducted by Fiscal Management Associates (FMA), a New York City-based firm **dedicated to working with nonprofits**. This scholarship is a \$750 value. More details may be found below, but please note that **scholarship applications are due via email by Tuesday, December 15<sup>th</sup>** to Lisa Allison at [LAllison@nyscaaonline.org](mailto:LAllison@nyscaaonline.org). Scholarship winners will be notified early in the new year.

Scholarship Application Information\*: The attached application is a fillable Adobe form. Applicants may fill in the form, save it, and then attach it to an email to Lisa. Applicants may also print the form and submit via fax to (518)690-0491. Please contact Lisa with any questions.

- Applicants must meet the course prerequisites set forth by FMA/CNAP:
  - (1) must be currently employed in a nonprofit finance staff position; and
  - (2) must have a minimum of 18 months experience in a financial position within a nonprofit
  
- Applicants must be available to attend all seven weeks of the CNAP session (*this is all done live online*).
  - **The session begins February 11<sup>th</sup> with courses scheduled from 1pm-2:30pm every Thursday through March 25<sup>th</sup>**
  
- Applicants must be willing to attend NYSCAA-hosted webinars with fellow CNAP participants to discuss course material (to be scheduled at times that are convenient for the ten scholarship recipients)
  
- Applicants must complete the attached scholarship application and return it via email by Tuesday, December 15<sup>th</sup> to Lisa at [lallison@nyscaaonline.org](mailto:lallison@nyscaaonline.org)

*\* Please note that the NYSCAA CNAP scholarships are not intended for CAAs' Chief Fiscal Officers. Rather, they are designed to prepare the next level of fiscal personnel for positions of greater responsibility in the CAA finance office, to contribute to the succession planning efforts of CAA fiscal departments and to build current depth in experience and expertise.*

CNAP Description: The Certified Nonprofit Accounting Professional program is a national initiative developed by the member firms of the Not-for-Profit Services Association, with the New York training conducted by Fiscal Management Associates (FMA). CNAP sets the standard for nonprofit financial management knowledge and performance through comprehensive qualification, training and examination. With a focus on process as well as product, the CNAP program assists financial managers to organize and produce the financial information necessary for accurate reporting and sound management. CNAP participants learn practical techniques that can be applied right away in their day-to-day work.

Learning Objectives include understanding the following:

- What makes a Not-For Profit a Not-for-profit
- Fund Accounting & Cost Allocations
- Budgeting & Contracts
- Audits & Internal Controls
- Financial Statements
- The Basics of the IRS Form 990

For more information about the CNAP, please visit the FMA website at: [www.fmaonline.net](http://www.fmaonline.net)

We hope that you will encourage your fiscal staff to apply for the scholarship and provide them with the time necessary to complete the curriculum. We all know that the future leadership of our CAAs depend on strong fiscal and program staff and we believe the CNAP will help develop that future leadership.