

## Dates and Sites

The 2009 Institute for Elected Municipal Officials will be offered:

January 23-25                      Gainesville

June 26-28                              Tampa

October 2-4                              Boca Raton

Each site is hosted by the respective Institute of Government affiliate in the area. To register, call the John Scott Dailey Florida Institute of Government at: (850) 487-1870.



the John Scott Dailey  
**FLORIDA  
INSTITUTE OF  
GOVERNMENT**

You may obtain an agenda and registration material at the League Web site, [www.flcities.com](http://www.flcities.com), under the "Conferences and Training" menu.



## Additional Training

Graduates of the IEMO or those elected city officials who have completed one or more terms in office are eligible for the **Advanced Institute**. Visit [www.flcities.com/membership/iemo\\_advanced.asp](http://www.flcities.com/membership/iemo_advanced.asp) for more information.

The **Institute of Government** offers online ethics training, as well as an annual ethics conference. Visit [www.iog.fsu.edu](http://www.iog.fsu.edu) for more information on these and other trainings.

The **Florida League of Cities** offers several training opportunities throughout the year including an annual educational conference and legislative conference. For a full listing of League training events, visit [www.flcities.com](http://www.flcities.com).



Institute  
for Elected  
Municipal  
Officials

# 2009

*Sponsored by the*  
**Florida League of Cities**  
and the John Scott Dailey  
**Florida Institute of Government**

# Institute for Elected Municipal Officials

The Florida League of Cities and the John Scott Dailey Florida Institute of Government are proud to bring you the 2009 Institute for Elected Municipal Officials (IEMO). This educational program is specially designed for newly elected officials and those with less than one term in office.

The primary objective of the IEMO is to provide elected municipal officials with an intensive academic program that will assist them in effectively meeting the requirements of their elected role. The program offers a comprehensive overview of Florida municipal government, presented by a faculty of top professionals in the field.

The IEMO is a three-day program structured in a Friday through Sunday format. The 2009 IEMO is being offered at three different locations throughout the state.

Created in 1992, the IEMO has assisted more than 1,800 elected officials. Please call Gail Dennard at the Florida League of Cities at 1-(800) 342-8112 if you have questions or need more information.

## Curriculum

The curriculum is divided into six instructional modules, taught in the following sequence:

- Structure and Functions of Municipal Government in Florida;
- How to Be an Effective Council Member;
- Taxes and Other Sources of Revenue;
- Budgeting and Accounting;
- Understanding the Relationships Among Governments in Florida;
- The Florida Ethics Law and Understanding “Government-in-the-Sunshine.”

These topics were selected to provide a comprehensive overview of the critical issues that are addressed by municipal government officials. It is suggested that participants review their municipal charter, policies and budget to prepare for the classes, and may want to bring these materials along. Speakers will provide hand-outs and resource material. The current IEMO agenda is available online at [www.flcities.com/membership/iemo\\_basic\\_agenda.asp](http://www.flcities.com/membership/iemo_basic_agenda.asp).

## Certificate for Completion

A certificate of attendance will be presented within a few weeks of successful completion of the program of study.

## Registration and Fees

A registration fee of \$275 covers instructional costs, materials, refreshment breaks and lunch on Friday and Sunday. Be sure to note the advance registration deadline, as space will be limited. All checks should be made payable to the respective college attended. See registration form for details.

For cancellations, written notice must be received by the respective Institute affiliate no later than the advance registration deadline to receive a refund.

