

# HP Education Services Course Description

Capital Asset Planning and the Exhibit 300 (HE545S)



This course is for agency professionals working with U.S. Federal Government Finance who are involved with capital asset investment and the Exhibit 300. The course integrates current guidance with progressive performance management processes, including business case development, to ensure compliance and optimization of the capital programming/budgeting process.

## Audience

- This course is intended for project managers working with U.S. Federal Government Finance who are interested in best practices that apply to diverse projects in multiple industries

## Prerequisites

- Formal project management training such as that available in the Project Management Fundamentals (HC577S) course plus other core project management courses

## Course Objective

Learn how to:

- Interpret OMB's guidance for completing A-11 Exhibit 300
- Program capital investments in accordance with federal legislation
- Identify the key steps in Capital Planning and Investment Control
- Relate proposed capital investments to the organization's strategic goals and objectives
- Determine the appropriate funding strategy for a capital asset
- Position your information technology projects to fulfill OMB's ten scoring criteria

## Benefits to You

- Ensure compliance and optimization of the capital programming/budgeting process
- Integrate current guidance with progressive performance management processes
- Learn how to conduct a benefit-cost analysis using OMB Circular A-94, net present value factors, and return on investment

## Why education services from HP?

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**Course Title:** Capital Asset Planning and the Exhibit 300

**HP Product Number:** HE545S

**Category/Subcategory:** Project Management / Advanced Project Management

**Course Length:** 3 days

**Level:** Advanced level of proficiency

**Delivery Language:** Varies by country

**To Order:** You can order this course online at <http://www.hp.com/learn>. At the site, select a country, then choose "registration" or "Book a course" and fill out the online registration form

**Next Steps:** Advanced Project Management topics leading to recognition of your knowledge and skill by passing the Project Management certification examination appropriate to your country or region

## Detailed Course Outline

### **Capital Planning and Programming Overview**

- Appendix 1: OMB Circular A-11, Part 7
- Exercise 1-1: Scavenger Hunt

### **OMB Circular A-11 and the Exhibit 300-Part 1-Sections A-C**

- Appendix 2: OMB Circular A-11, Part 7, Section 300
- Exercise 2-1: Procurement: Financial Management System

### **OMB Circular A-11 and the Exhibit 300-Part 1-Sections D-F**

- Appendix 2: OMB Circular A-11, Part 7, Section 300

### **Alternatives Analysis**

- Exercise 4-2: Benefit-Cost Analysis: Sensitivity Analysis

### **Risk Management**

- Appendix 4: OMB Circular A-94
- Exercise 5-1: Risk Assessment

### **Cost and Schedule Performance**

- Exercise 6-1: Let's Plan a Picnic

### **Operation and Maintenance Status & E-Government and Lines of Business Investments**

- Appendix 3: OMB Circular A-11, Part 2, Section 53
- Exam

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