



DEPARTMENT OF THE TREASURY
WASHINGTON, D.C.

The Department of the Treasury's FY 2020 Conference Spending Report

In FY 2020, the Treasury Department continued initiatives to oversee conference spending and to ensure that appropriate policies, procedures, and controls were in place to that end. The Department's bureaus continue to follow the Treasury-wide Directive that consolidates and streamlines the conference approval and reporting process and establishes consistent policy for all conference-related activities. The Assistant Secretary for Management, Deputy Secretary, and Secretary have reviewed all conference-related spending as appropriate per policy, and all bureaus have followed established internal policies to ensure that all conference-related activity adhered to appropriate guidelines.

Treasury Department policy allows expenses for conferences only if they are necessary to carry out Treasury's mission and are consistent with specific approval guidelines. In FY 2020, the Treasury Department sponsored meetings and training events to promote economic stability and growth, to strengthen and protect the integrity of the financial system, and to manage the U.S. government's finances.

In accordance with OMB Memorandum M-17-08, below is detail on the Treasury-sponsored conferences in FY 2020 where the net expenses to the Department exceeded \$100,000. This report does not cover conferences sponsored by the Treasury Office of the Inspector General, the Treasury Inspector General for Tax Administration, the Special Inspector General for the Treasury Asset Relief Program, or the Office of the Comptroller of the Currency.

Conference Name	Purpose	Location	Date(s) of Conference	Number of Attendees	Total Cost
Special Agent Basic Training	Special Agent candidates are required to attend a comprehensive training program at the Federal Law Enforcement Training Center. Training begins with Pre-Basic, which is an orientation program sponsored by the National Criminal Investigation Training Academy. Students then attend a 12-week Criminal Investigation Training Program (CITP) covering basic federal criminal investigation techniques. After CITP is completed, candidates continue on to CIs Special Agent Investigative Techniques (SAIT) training, which is a 14-week specialized training course.	Glynco, GA	06/18/2019 - 12/20/2019	31	\$372,135
		Glynco, GA and Charleston, SC*	09/10/2019 - 12/19/2019	34	\$431,903
		Glynco, GA	12/03/2019 - 08/28/2020	26	\$382,178
		Glynco, GA	01/03/2020 - 08/25/2020	22	\$326,387
Revenue Agent (RA) Basic 1 Classroom	This course provides Revenue Agents with the skills and knowledge required to conduct examinations of individual business and non-business returns in a correct manner.	Kansas City, MO	09/11/2019 - 10/02/2019	29	\$115,378
		Indianapolis, IN	09/11/2019 - 10/02/2019	66	\$249,020
		Covington, KY	09/11/2019 - 10/02/2019	50	\$260,410
		St. Louis, MO	09/11/2019 - 10/02/2019	66	\$310,699
		Memphis, TN and Chamblee, GA*	10/29/2019 - 11/07/2019	108	\$306,411
Revenue Officer Unit 3 – Administrative Resolution	This course is the third phase of training for new Revenue Officers and provides additional guidance and knowledge required to perform the duties of the job.	Philadelphia, PA	10/01/2019 - 10/17/2019	28	\$153,435
		Atlanta, GA and Memphis, TN*	10/01/2019 - 10/17/2019	75	\$291,421
		Kansas City, MO	10/01/2019 - 10/17/2019	81	\$355,000

<i>Tax Cuts and Jobs Act</i> Training for Field Exam CPE	This course addresses the tax law code changes resulting from the <i>Tax Cuts and Jobs Act</i> .	Covington, KY	10/16/2019 - 10/17/2019	98	\$113,904
Exempt Organizations Employment Tax	This course provides new Revenue Agents with tools to identify and work employment tax issues during examinations.	Covington, KY	10/22/2019 - 10/31/2019	29	\$109,374
Tax Compliance Officer (TCO) Classroom 1	This course provides Tax Compliance Officers with the skills and knowledge required to conduct examinations of individual business and non-business returns in a correct manner.	Fresno, CA	10/22/2019 - 11/22/2019	29	\$147,016
		Covington, KY	10/22/2019 - 11/22/2019	24	\$157,056
		Indianapolis, IN	10/22/2019 - 11/22/2019	29	\$182,060
		Chesterfield, MO and Oakland, CA*	10/22/2019 - 11/22/2019	58	\$401,079
		Kansas City, MO and Oakland, CA*	10/22/2019 - 11/22/2019	75	\$497,102
Revenue Officer Unit 2 – Initial Contact	This course is the second phase of training for new Revenue Officers and provides additional guidance and knowledge required to perform the duties of the new job.	Fresno, CA	10/29/2019 - 11/07/2019	54	\$113,397
		Philadelphia, PA	10/29/2019 - 11/07/2019	43	\$158,959
		Covington, KY	10/29/2019 - 11/07/2019	73	\$245,634
		Covington, KY and Jacksonville, FL*	12/03/2019 - 12/12/2019	53	\$149,431

Computer Audit Specialist Phase II	This course is the second phase of training to train Revenue Agents to become Computer Audit Specialists. A classroom setting is necessary to ensure understanding and achieve knowledge transfer. Due to the complexity of the course materials and some of the technical issues with the virtual training system, it has been determined that these topics are more effectively delivered in a face-to-face environment.	Dallas, TX	10/29/2019 - 11/22/2019	24	\$131,486
Revenue Officer Unit 1 – Initial Analysis	This course prepares newly-hired Small Business/Self-Employed Division Field Collection Revenue Officers to perform the duties required in their new jobs. The curriculum is designed to be taught in a classroom environment due to the necessity to have interactivity and feedback to foster learning. Face-to-face training allows instructors to observe practice interactions and evaluate and measure whether the learner is absorbing the information and provide coaching to individuals and small groups.	Fresno, CA, Memphis, TN, and Philadelphia, PA*	10/29/2019 - 11/07/2019	62	\$190,448
Technical Basic Employment Tax for New Hires	This course is designed to train newly hired Revenue Agents to perform employment tax examinations and build upon what was learned in the Introduction to Employment Tax for New Hires course. The material covers in more depth, topics that were introduced in the intro course, and explains more complex employment tax topics.	Denver, CO	10/29/2019 - 11/07/2019	57	\$195,725

Revenue Agent (RA) Basic Classroom 2	This course expands the Revenue Agents' (RA) knowledge of case law and furthers the skills and knowledge required to accurately conduct examinations of individual taxpayer returns. It is delivered in a blended learning environment with classroom instruction and on-the-job training. RAs learn how to administer the different parts of the tax law in phases due to its complexity.	Dallas, TX	11/04/2019 - 11/22/2019	51	\$207,654
		Jacksonville, FL	11/04/2019 - 11/22/2019	62	\$211,163
		Indianapolis, IN	11/04/2019 - 11/22/2019	50	\$213,072
		Covington, KY	11/04/2019 - 11/22/2019	42	\$218,775
		Kansas City, MO	11/04/2019 - 11/22/2019	98	\$417,003
		Indianapolis, IN	01/06/2020 - 1/24/2020	44	\$196,821
		Kansas City, MO	01/06/2020 - 01/24/2020	46	\$204,296
		Covington, KY	01/06/2020 - 01/24/2020	45	\$235,887
New Attorney Orientation	This course is designed to educate recently hired attorneys about the Office of Chief Counsel by providing an overview of the organization's mission, culture, structure, and systems. The program provides important information and resources for new attorneys to ensure that they are provided the tools necessary for their job duties and responsibilities. Participants have the opportunity to meet and network with colleagues and management across the organization.	Washington, DC	12/03/2019 - 12/05/2019	232	\$129,814
Internet Investigations Training Program	This course is designed to give investigators, analysts, and individuals serving as direct law enforcement support personnel the basic understanding they need to conduct internet-based investigations.	Glynco, GA	01/27/2020 - 02/07/2020	15	\$121,256

Employee Plans Examinations New Hire Basic “B” Training	New Revenue Agents are trained on examination tax law; operations and procedures of conducting audits for Employee Plans Examinations; and how to conduct an examination of a plan along with other basic aspects of operational compliance while working with Law Enforcement Manuals, Internal Revenue Manuals, audit worksheets, and live cases.	Indianapolis, IN	01/27/2020 - 02/14/2020	27	\$122,370
Revenue Officer Unit 3 – Administrative Resolutions	This course is the third phase of training for new Revenue Officers and provides additional guidance and knowledge required to perform the duties of the job. Due to the increased level of technical material, as well as the need for immediate feedback in coaching and simulation settings, the course requires face-to-face interaction in a classroom setting.	Memphis, TN	01/28/2020 - 02/13/2020	45	\$182,254
		Oakland, CA, Fresno, CA, and Kansas City, MO*	01/28/2020 - 02/13/2020	90	\$315,053
		Philadelphia, PA	01/28/2020 - 02/13/2020	79	\$323,002
		Covington, KY	01/28/2020 - 02/13/2020	78	\$348,266
		Austin, TX	01/28/2020 - 02/13/2020	126	\$494,062
FY 2019 Congressional Affairs Program (CAP) Conference	The CAP Conference allows the Local Taxpayer Advocates (LTAs) and Taxpayer Advocate Service (TAS) senior leadership to be able to satisfy its statutory requirements of IRC §§7803(c)(2)(A) and 7803(c)(2)(B)(ii). This event consists of organizational and educational sessions (core technical training) followed by scheduled LTA meetings on Capitol Hill with the Senators and Representatives from the LTAs’ home states.	Washington, DC	02/04/2020 - 02/06/2020	110	\$179,795

Large Business and International (LB&I) <i>Tax Cuts and Jobs Act</i> Training	This course addresses the tax law code changes resulting from the <i>Tax Cuts and Jobs Act</i> (TCJA). Upon completion, the LB&I compliance employees are fully trained on the new TCJA provisions. A classroom setting is necessary to ensure course material understanding and to achieve knowledge transfer.	Houston, TX	02/10/2020 - 02/14/2020	125	\$190,408
Tax Compliance Officer (TCO) Classroom 2	This course provides Tax Compliance Officers with the skills and knowledge required to conduct examinations of individual business and non-business returns in a correct manner.	Jacksonville, FL	03/03/2020 - 03/12/2020	48	\$112,729
		Kansas City, MO	03/03/2020 - 03/12/2020	61	\$144,387

*These singular training classes occurred in more than one city over the course dates.