

COURSE OUTLINE

Course Code / Title : HA3007 Public Budgeting and Financial Management

Pre-requisites : HA1003

No. of AUs. : 3

Contact Hours : 39

Course Aims

This course will provide you (as a student) with basic public budgeting concepts and principles commonly used by all levels of the U.S. and Asian governments. Based on theoretical and practical perspectives, this course will provide a comprehensive window into understanding the development of the public budget process and management. In this course, you will study the evolution of budget idea and public budgeting, budget theories widely cited in the public sector, budgetary reforms and trend in the U.S. and Asia, budget cycles including preparation, approval, execution and auditing, government revenues and expenditure, principles of taxation including income, sales, and property taxes, tax evaluation, public accounting, fiscal institutions and tools, capital budgeting and debt management, intergovernmental fiscal relations, and current public budgeting issues in the U.S. and Asia. You will be encouraged to actively participate in the exercises and discussions and state your clear opinions and provide ideas learned from the readings. In addition, you will be asked to share your own critical thoughts with peers by making comments. Ultimately, this course aims to help develop groundwork for further study necessary for students whose research interests center on budgeting, accounting, financial analysis and management in the public sector.

Intended Learning Outcomes (ILO)

By the end of the course, you should be able to:

1. Describe the theoretical, political, historical and managerial context in which public budgeting has developed in our history to meet changing needs of public administration.
2. Discuss the fundamental principles, major theories, processes, terminology, techniques and tools (craft) used in budgeting.
3. Use the skills needed to be an effective participant in the public budget process, including cost-benefit analysis, revenue and expenditure estimation and preparation of budget justification.
4. Critically interpret and analyze the public budgeting themes (concepts) embedded in the related technical budget articles and government documents.

Course Content

This course is organized along the following themes: (1) The evolution of budget idea and fundamentals of public budgeting, (2) Historical reforms of public budgeting, (3) Budget cycle I: budget preparation, review, and approval, (4) Budget cycle II: budget execution and auditing, (5) Revenue I: Income and sales taxes, (6) Revenue II: Property taxes, (7) Revenue III: User fees, charges & lotteries, (8) Tax Evaluation Analysis, (9) Public Accounting – Cost Analysis, (10) Capital budgeting and debt management, (11) Intergovernmental fiscal relations, and (12) Contemporary public budgeting issues.

Course Assessment

CA1 - Class Participation	: 10%
CA2 - Two Reaction Memos	: 20%
CA3 - Student-led Weekly Presentation (Topic Analysis)	: 30%
Final Examination	: 40%
Total	-----
	100%