Master Agreement # CR001409, Effective August 1, 2025 (5-Year Term)

Operational Excellence

1. Operational & Organizational Assessment

- Diagnostic Analysis: Comprehensive evaluation of operations, organizational structures, and workflows, addressing trends like hybrid learning and digital reliance
- **b. Benchmarking**: Comparing institutional performance against industry standards and peers, incorporating innovations like AI and sustainability practices
- **c. Stakeholder Engagement**: In-depth collaboration with faculty, staff, and students to ensure findings reflect diverse institutional perspectives
- **d. Actionable Recommendations**: Providing practical strategies to enhance operational effectiveness and align with modern education demands

2. Policy Assessment and Enhancement

- **a. Policy Review**: Identifying gaps and improving alignment with regulatory requirements and strategic goals
- **b. Best Practices**: Including embedding DEI initiatives into policy recommendations
- **c. Implementation Support**: Supporting seamless integration of new policies into existing frameworks

3. Value Creation

- **a. Strategic Planning**: Developing adaptive, innovation-focused strategic plans aligned with institutional goals
- **b. Revenue Enhancement**: Exploring revenue streams like online programs and industry partnerships
- c. Service / Program Design: Working to identify new services or service improvements to deliver user value
- d. Performance Metrics: Establishing KPIs to measure and track valuedriven initiatives

4. Process Redesign / Efficiency

- **a. Process Mapping**: Identifying inefficiencies and leveraging technology to streamline workflows
- **b. Lean Methodologies**: Applying principles to maximize efficiency and eliminate waste
- **c. Technology Integration**: Automating processes and using data analytics for decision-making

5. Cost Containment

- **a.** Cost Analysis: Uncovering opportunities for savings, such as energy efficiency and strategic sourcing
- **b. Budget Optimization**: Aligning budgets with strategic priorities for financial sustainability
- **c. Vendor Management**: Negotiating favorable terms and leveraging partnerships to reduce costs

6. Transformation

- **a.** Change Management: Facilitating transitions with stakeholder training and communication strategies
- **b. Cultural Alignment**: Aligning institutional culture with strategic objectives to foster innovation
- **c. Sustainability**: Integrating ESG best practices to ensure long-term, meaningful transformation

Master Agreement # CR001409, Effective August 1, 2025 (5-Year Term)

Benchmarking

1. Financial Health

- **a. Financial Analysis**: Evaluating financial standing and trends, including alternative revenue streams and impacts of enrollment shifts
- **b. Peer Comparison**: Identifying strengths and areas for improvement through data-driven comparisons with peers
- c. Strategic Recommendations: Offering strategies for growth, including endowment management and cost optimization

2. Student Experience and Outcomes

- a. Survey Analysis: Analyzing student satisfaction surveys to identify areas for improvement in support services like mental health and career resources
- **b. Outcome Metrics**: Benchmarking graduation rates, employment outcomes, and academic performance against peers to highlight success factors
- **c. Improvement Strategies**: Developing initiatives to enhance student engagement, satisfaction, and retention based on benchmarking results

3. Market Trends and Comparison of Peer Institutions

- **a. Market Analysis**: Identifying opportunities and threats, such as demand for online education and lifelong learning initiatives
- Peer Comparison: Evaluating institutional performance and strategic positioning against peers to uncover advantages and areas for development
- **c. Strategic Insights**: Providing actionable strategies for differentiation and market expansion
- 4. Public and Social Impact
 - **a. Impact Assessment**: Measuring broader contributions in areas like community engagement, research, and social responsibility
 - **b. Benchmarking**: Comparing public and social impact against peers and industry standards to identify best practices
 - **c. Enhancement Strategies**: Developing initiatives to strengthen public impact, including DEI programs and environmental sustainability

Master Agreement # CR001409, Effective August 1, 2025 (5-Year Term)

Strategy

1. Strategic Planning

- **a. Environmental Scanning:** Comprehensive analysis of internal and external environments to identify opportunities, threats, and trends such as technological advancements and demographic shifts
- **b. SWOT Analysis:** Assessing institutional strengths, weaknesses, opportunities, and threats to highlight areas for growth
- c. Goal Setting: Establishing realistic and mission-aligned strategic goals
- **d. Action Plans:** Developing detailed plans with timelines, responsibilities, and performance metrics to ensure effective implementation

2. Stakeholder Engagement

- **a. Stakeholder Mapping:** Identifying key stakeholders, including students, faculty, staff, alumni, and partners, ensuring all voices are considered.
- **b. Engagement Strategies:** Tailoring strategies to foster meaningful participation and stakeholder buy-in
- c. Communication Plans: Maintaining transparency through communication plans and feedback mechanisms for continuous improvement

3. Current and Future State Opportunities

- **a.** Current State Assessment: Analyzing academic programs, operations, and financial health to identify strengths and improvement areas
- **b. Future State Visioning:** Facilitating visioning sessions to align long-term goals with emerging trends and market demands
- **c. Gap Analysis:** Identifying differences between the current and desired states to develop actionable roadmaps
- **d. Opportunity Identification:** Highlighting growth, innovation, and improvement opportunities to ensure institutional competitiveness

4. Economic and Labor Market Assessment

- **a. Economic Analysis:** Evaluating economic trends and their impact on institutional funding and operations
- **b. Labor Market Trends:** Assessing workforce needs and emerging skills to align academic programs with job market demands
- Workforce Planning: Supporting faculty recruitment and development to meet future labor market needs
- **d. Strategic Recommendations:** Providing actionable insights to enhance institutional competitiveness and sustainability

Master Agreement # CR001409, Effective August 1, 2025 (5-Year Term)

Partnerships

- 1. Assessment of Potential Partnerships that Align with an Institution's Goals
 - a. **Strategic Alignment:** Evaluating how potential partnerships align with the institution's mission, vision, and strategic objectives to prioritize initiatives that support institutional priorities
 - b. Due Diligence: Conducting in-depth assessments of partnership viability, including financial health, strategic fit, and cultural compatibility
 - c. Stakeholder Engagement: Collaborating with faculty, staff, students, and other stakeholders to incorporate diverse perspectives and build consensus around potential partnerships
 - **d. Implementation Support:** Supporting the negotiation and operationalization of partnerships, including contract management, performance tracking, and relationship oversight to achieve impactful outcomes

^{*} Reflects service descriptions provided within A&M's RFP submission which illustrate one aspect of the suite of services A&M provides to clients relative to in-scope E&I Service Areas within the MSA.

Master Agreement # CR001409, Effective August 1, 2025 (5-Year Term)

Student Experience & Enrollment

1. Assessment of Student Services

- **a. Service Evaluation**: Reviewing the efficiency and effectiveness of services like counseling, career services, and health programs and other services to support student success for target populations
- **b. Student Feedback**: Collecting and analyzing feedback to identify improvement areas
- **c. Best Practices**: Benchmarking against industry standards to recommend service enhancements
- **d. Implementation Support**: Assisting in improving student services to enhance overall experiences

2. Assessment of Academic Programs

- **a. Program Review**: Conducting detailed reviews of academic programs to assess relevance, quality, and outcomes
- **b. Market Alignment**: Evaluating how programs meet current and future labor market needs
- **c.** Curriculum Enhancement: Providing recommendations for curriculum updates to improve student outcomes
- **d. Accreditation Support**: Assisting in accreditation preparation and compliance with standards

3. Optimization of Student Enrollment and Retention

- **a. Enrollment Analysis**: Analyzing trends, challenges, and opportunities in enrollment data
- **b. Retention Strategies**: Developing strategies to improve retention, including early intervention programs and tailored support services
- Predictive Analytics: Using analytics to identify at-risk students and tailor support initiatives
- **d. Continuous Improvement**: Establishing metrics to monitor and enhance enrollment and retention efforts

4. Recruitment Strategy

- **a. Market Research**: Identifying target demographics and recruitment regions through in-depth research
- **b. Brand Positioning**: Crafting strategies to differentiate institutions in the market
- **c. Marketing Campaigns**: Designing and executing campaigns to attract prospective students
- **d. Admissions Optimization**: Streamlining the admissions process to improve applicant experiences and conversion rates

Master Agreement # CR001409, Effective August 1, 2025 (5-Year Term)

Economic Development

1. Growth Strategies

- **a. Strategic Planning**: Developing actionable plans to achieve growth objectives
- **b. Market Analysis**: Identifying opportunities and emerging trends through in-depth research
- **c. Innovation and Entrepreneurship**: Supporting programs that encourage entrepreneurial initiatives
- **d. Public-Private Partnerships**: Building collaborations to leverage resources and expertise for economic growth

2. Job Creation

- **a. Workforce Development**: Designing programs that align with current and future industry needs
- **b. Business Attraction and Retention**: Crafting strategies to draw new businesses and retain existing ones, generating job opportunities
- **c. Incentive Programs**: Developing and administering incentives to encourage investment and job creation
- **d. Economic Impact Analysis**: Measuring the effectiveness of initiatives to guide ongoing efforts

3. Federal Grants and Stimulus Fund Optimization

- **a. Grant Identification and Application**: Identifying and securing federal grants for economic development projects
- **b. Fund Management**: Providing services to manage funds effectively while maintaining compliance with federal regulations
- **c. Performance Monitoring**: Establishing metrics to track the outcomes of funded initiatives
- **d. Reporting and Accountability**: Preparing reports and maintaining accountability to funding agencies

Master Agreement # CR001409, Effective August 1, 2025 (5-Year Term)

Capital Planning & Management

1. Risk-Return Analysis

- **a. Portfolio Analysis:** Evaluating investment portfolios using efficient frontier models to find the optimal balance of risk and return
- b. Risk Assessment: Identifying risks such as market, credit, and operational risks associated with investment options
- **c. Scenario Planning:** Analyzing potential outcomes of investment strategies under varying market conditions
- **d. Performance Metrics:** Establishing KPIs to measure the success of investments and their alignment with financial goals

2. Project Lifecycle Management

- **a. Project Planning:** Defining scope, objectives, and deliverables during initial project stages
- **b. Risk Management:** Embedding risk mitigation practices throughout the project lifecycle
- **c. Governance and Oversight:** Developing governance frameworks, including project management offices (PMOs) and committees, to guide projects effectively
- **d. Execution and Monitoring:** Supporting project execution through management, resource allocation, and performance tracking.
- e. Objective Completion: Finalizing projects to confirm all goals are met
- **f. Post-Project Evaluations:** Conducting reviews to capture lessons learned and improve future initiatives

Master Agreement # CR001409, Effective August 1, 2025 (5-Year Term)

Executive Management Mentoring / Coaching

1. Identification and Optimization of Strengths and Weaknesses (Self-Awareness)

- a. Use self-assessment tools (e.g., 360-degree feedback, personality assessments, emotional intelligence evaluations)
- b. Develop personalized coaching plans tailored to leadership goals
- c. Optimize core strengths to enhance leadership effectiveness
- d. Mitigate weaknesses through skill-building, behavior adjustments, and leadership style modifications
- e. Provide regular feedback sessions to track progress and support sustained development
- f. Emphasize emotional intelligence, including self-awareness, self-regulation, motivation, empathy, and social skills
- g. Enhance communication, decision-making, conflict resolution, and strategic thinking skills

2. Emerging Opportunities

- a. Analyze trends and technologies to identify growth opportunities
- b. Guide strategic investments in emerging sectors for economic development
- c. Establish innovation hubs and incubators to foster business growth and technological advancements

3. Leadership and Management in Resource Allocation, Budgeting, Fundraising, Technology, Organizational Design, Governance, and Human Resources

- a. Develop resource allocation strategies to maximize impact
- b. Create and manage sustainable financial budgets
- c. Provide fundraising support, including grant writing and donor engagement strategies
- d. Advise on technology investments to improve operational efficiency
- e. Design organizational structures aligned with strategic goals
- f. Establish governance frameworks for accountability and decision-making
- g. Support talent acquisition, development, and retention strategies

4. Navigating Relationships with Governing Boards, Other Leaders, and Academic and Administrative Units

- a. Develop stakeholder engagement strategies to align institutional goals
- b. Provide conflict resolution support to address and resolve disputes
- c. Deliver leadership development programs to enhance leadership capabilities
- d. Create communication strategies to foster collaboration and effective information sharing

Master Agreement # CR001411; Effective September 1, 2025 (5-Year Term)

Corporate Financial Consulting

Financial Analysis and Planning

1. Financial Statement Analysis

a. Assessing overall financial health and identifying key risk areas in the organization

2. Forecasting

a. Creating dynamic and automated models that incorporate key drivers and enable scenario planning

Performance Improvement

1. Operational Efficiency Analysis

- a. Identifying key drivers impacting performance
- b. Setting measurable improvement targets
- c. Improving visibility and accountability to allow execution of improvement strategies

2. Cost Reduction Strategies

- a. Identifying areas of overspend and quantify reasonable targets for cost reduction
- b. Developing comparable organization analyses to benchmark reasonable cost targets
- c. Outlining a timeline and prioritization of cost reduction targets to facilitate responsible execution

Capital Structure Advisory

1. Debt vs Equity Strategies

 Facilitating debtor in possession and other special situations financing, revolver/term loans, subordinated debt, mezzanine debt, and equity financing

2. Optimal Capital Structure

- a. Understanding our client's specific capital needs, business dynamics and prospects
- b. Identifying and presenting potential capital sources to optimize structure

3. Financing Advisory

- a. Developing marketing materials
- b. Negotiating key terms, pricing, structure and covenants with capital providers
- c. Managing the full financing process from commencement to closing

ALVAREZ & MARSAL

Master Agreement # CR001411; Effective September 1, 2025 (5-Year Term)

Corporate Financial Consulting, Cont.

Mergers and Acquisitions

1. M&A Strategy, Due Diligence and Valuation Services

- Advising on the formulation of merger, acquisition and divestiture strategies
- b. Identifying potential buyers, acquisition targets, investors and JV partners
- c. Identifying targets' strategic fit, value drivers, and synergy opportunities conducting comprehensive due diligence
- d. Identifying regulatory requirements to assess overall objectives and risk
- e. Quantifying and vetting deal assumptions to maximize confidence
- f. Preparing marketing materials, structuring transactions and negotiating with counterparties
- g. Managing the full deal process from commencement to closing

2. Post-merger Integration Planning and Execution

- a. Facilitate strategic planning to prioritize and sequence quick win synergies and stabilize and integrate organizations, functions, services, process and technology to capture synergy savings and preserve value
- b. Accelerating growth / cost control plans
- c. Measuring and reporting value capture and cultural acceptance

Fund Allocation and Budgeting

1. Budget Model Development

a. Recommending changes to increase budget process efficiency; enabling processes to facilitate cost control efforts while maintaining or improving performance

2. Process Redesign

- a. Analyzing end-to-end budget process to help results align with the organization's goals
- b. Recommending and implementing process improvements to reduce administrative burden

Due-Diligence Advisory

1. Facilitate Accuracy and Compliance

a. Analyzing all aspects of the organization or potential transactions to enable compliance with rules and regulations, legal requirements and accounting standards

^{*} Reflects service descriptions provided within A&M's RFP submission which illustrate one aspect of the suite of services A&M provides to clients relative to in-scope E&I Service Areas within the MSA.

Master Agreement # CR001411; Effective September 1, 2025 (5-Year Term)

Tax Consulting

- 1. Tax Compliance Reporting
 - **a.** Facilitate Compliance with Tax Laws: Our seasoned experts offer planning and solutions for efficient tax compliance
 - **b. Tax Reporting**: A&M offers reporting of Internal Revenue Service revenue agent reports
 - **c. Risk Mitigation:** Identifying, escalating and developing strategies to assist clients to mitigate and manage tax risk
- 2. Tax Strategy Development
 - **a. Structuring of Tax-exempt Organizations:** The tax implications of your organizational structure, business transactions and mergers and acquisitions
 - b. Tax Department Performance Optimization: As part of a comprehensive tax strategy, develop an overall plan to meet tax obligations efficiently; provide assistance to develop and document a tax structure for transactions

- c. University Endowments: Analyze and strategize tax implications for university endowments, acknowledging the different implications for state and private universities and therefore the different investment strategies required
- 3. Tax Controversy & Resolution
 - a. Independent Representation in IRS Audits: Since we are not an audit firm, we can independently advise the client in all areas of their business, assisting executives and mid-management in ways that the Big Four cannot

Audit Consulting

- 1. Financial, Forensic, and Cyber Investigations
 - a. Financial reporting, funds tracing, and forensic accounting
 - b. Embezzlement, corruption, conflicts of interest, ethics, and fraud
 - c. eDiscovery and forensic technology
 - d. Cyber risk and incident response

- 2. Regulatory, Legal, and Compliance Investigations
 - a. Government, regulator, and accreditor inquiries
 - b. Borrower Student Defense Repayment investigations
 - c. False Claims Act
 - d. Employment and Title IX investigations
 - e. Research compliance and misconduct

^{*} Reflects service descriptions provided within A&M's RFP submission which illustrate one aspect of the suite of services A&M provides to clients relative to in-scope E&I Service Areas within the MSA.

Master Agreement # CR001411; Effective September 1, 2025 (5-Year Term)

Risk Management Consulting

1. Enterprise Risk Management

- a. Assessing exiting risk mgmt. capabilities
- b. Identifying and prioritizing key enterprise risks
- c. Developing tailored risk mgmt. frameworks including developing the processes and organizational structures necessary for a robust and sustainable risk mgmt. program
- d. Implementing mitigation strategies
- e. Establishing tools for monitoring and reporting risks
- f. Providing regulatory compliance, crisis mgmt. advisory, and integrating risk considerations into strategic planning

2. Internal Controls Assessment

- a. Assessing the efficiency and effectiveness of existing operating procedures and internal controls
- Creating tailored and actionable recommendations to strengthen internal controls, address inefficiencies, mitigate risks, and optimize operational effectiveness and compliance

3. Regulatory Compliance

- a. Evaluating clients' adherence to applicable laws, regulations, standards, and internal policies and procedures
- Defining the scope, understanding applicable regulations, collecting data, assessing risks, testing controls, and reporting findings and recommendations for corrective actions

4. Forensic Audits

- Bringing forensic accountants, technologists, former education leaders, regulators, and law enforcement experts to our investigations and compliance matters
- b. Blending forensic techniques, including accounting, data analytics, interviewing, and document review to surface key risks and produce a fact-based analysis of the relevant activity
- c. Helping clients identify the root-cause breakdowns that allowed misconduct to occur and develop actionable steps to mitigate risk and operationalize recommendations to promote effective and efficient compliance and remediation

5. Performance Audit, Construction Audit

- a. Performance Audits: Services cover a broad range of operational areas from assessing how resources are utilized to adherence to regulations, policies and procedures covering grading, graduation, and attendance
- Construction Audits: Services include reviewing contract compliance, verifying cost accuracy, monitoring schedules for delays, meeting quality standards, and detecting potential fraud or waste

6. Insurance Advisory

- a. Functional and Insurance Program oversight, interim mgmt. and project/change mgmt., buildouts, carveout standups, integrations and transformations
- b. Situational Leadership and Support in deals, disruption and distress
- c. Independent and integrated diligence focused upon corporate insurance, captives and/or surety for both buy-side and sell-side
- d. Post-diligence support of deal teams and project mgmt. offices on transactions with iRM complexities throughout the transaction and beyond
- e. Functional standup of risk, insurance & employee benefits programs and related corporate functions to support carve-out divestitures/acquisitions.

^{*} Reflects service descriptions provided within A&M's RFP submission which illustrate one aspect of the suite of services A&M provides to clients relative to inscope E&I Service Areas within the MSA.

Master Agreement # CR001411; Effective September 1, 2025 (5-Year Term)

Business Valuation

- 1. Valuation and Financial Reporting
 - **a. Financial & Tax Reporting:** Independent valuations that help clients navigate regulatory compliance and risk mitigation
 - **b. Structured Finance & Capital Equipment Valuations:** Specialized services in valuations specific to equipment and facilities
 - **c. Valuation Model Diagnostic:** Evaluation of client-generated valuation models for accuracy, efficiency, and comprehensiveness
 - **d. Valuation Outsourcing:** A&M clients use our proprietary valuation technology to generate complex valuation solutions
 - e. Portfolio Evaluation & Advisory Services: A tested, technical valuation methodology that we employ across enterprises and asset types

- 2. Transaction and Strategic Advisory
 - **a. Transaction Due Diligence:** Services to explore all available M&A alternatives and transaction options. We have recently performed transaction due diligence for higher education clients leading to recent mergers within the industry
 - **b. Integration Due Diligence:** Support for full scope of transaction lifecycle, including post-transaction integration execution
 - c. Divestiture Services: Services to maximize value of exit strategies
- 3. Litigation and Business Analytics
 - a. Business Modeling & Analytics: Tools and techniques that deliver predictive and prescriptive analytics and user-friendly models that enable management teams to assess both business risks and strategic opportunities
 - **b.** Litigation & Dispute Valuation: Analysis and testimony services for dispute resolution

Master Agreement # CR001411; Effective September 1, 2025 (5-Year Term)

Grant Management & Compliance

1. Grant Management Services

- a. Improve Pre- and Post-Award Administration: Streamline pre- and post-award activities, including proposal development and submission, award setup, expense charging, invoicing, financial reporting, and closeout using integrated tools and workflows; Incorporate management of braided/blended funding streams to maximize the impact of diverse funding sources and enable effective resource allocation.
- b. Enhance Award and Portfolio Mgmt.: Equip investigator-facing administrators with proven tools and processes to effectively manage awards and portfolios; Apply A&M's portfolio weighting methodologies to prioritize resources, monitor performance, and align with institutional objectives; Integrate grantee performance management processes to enable compliance with grant reporting and deliverable requirements.
- c. Optimize Grant Lifecycle Processes: Introduce scalable workflows for improved coordination during pre- and post-award phases; Leverage advanced technology to automate financial tracking, compliance reporting, and award monitoring, enabling adherence to grantor requirements.

2. Compliance Services

- a. Regulatory Compliance Assessment and Ongoing Governance: Evaluate existing programs to identify gaps and provide actionable recommendations to align with laws, regulations, and grant requirements; Reframe monitoring and auditing as a core component of operationalizing ongoing governance processes, allowing for sustained compliance with regulations and grantee deliverables.
- **b. Policy and Procedure Development:** Develop and implement robust compliance policies tailored to organizational needs, with an emphasis on integrated governance frameworks.
- **c. Training and Education:** Educate staff on compliance requirements, braided/blended funding practices, and best practices to foster a culture of accountability and adherence to regulations.
- d. Proactive Monitoring and Risk Mitigation: Implement proactive monitoring systems to track compliance with grant requirements, operational governance, and financial reporting; Conduct focused audits to address compliance issues, mitigate risks, and support continuous improvement.

Master Agreement # CR001411; Effective September 1, 2025 (5-Year Term)

Value Added Services

- 1. Financial Crisis Management Planning
 - a. Assess liquidity position: Determine baseline liquidity and ability to meet short-term obligations
 - b. Cash flow analysis: Detailed analysis of cash flows for forecasting
 - c. Identify root cause: Assess factors causing liquidity issues and triage response
 - d. Improve preparedness: Cross-functional engagement with forecasts and create scenarios to account for "what-if" situations; "Stress-test" the status quo
 - e. Inform decision-making: Align cash flow forecast with budgeting to avoid liquidity reversion
 - f. Implement a cash culture: Prioritize cash mgmt. across all functions of the enterprise by establishing policies, procedures, and KPIs to track financial health
 - g. Identify & release "Trapped Cash": Optimize working capital to maximize cash flow
 - h. Improve accuracy: Use technology to minimize errors, accelerate decision-making, and streamline processes
- 2. Market Insights and Research Updates

within the MSA.

- a. Market Insights: Leveraging a wide array of research subscriptions and third-party providers, the Insight Center creates resources tailored to fill knowledge gaps and strength strategies
- b. Research Updates: A&M's Insight Center uses internal and external resources to accomplish our client's goals and most often employs hypothesis-based research methods when conducting primary research with the objective to prove or disprove an underlying theory or explain, forecast or predict a marketplace phenomenon

- 3. Scenario Planning and Stress Testing
 - a. Enhance Clarity & Accountability: Conduct internal due diligence to allow for realistic and achievable budgets and existing forecasts
 - b. Build Baseline Financial Forecast: Develop baseline forecast to provide end-to-end visibility across the organization's P&L and enable targeted adjustments
 - c. Identify Key Drivers: Pinpoint primary business drivers impacting performance
 - d. Dynamic Models: Build forecast models that incorporate key drivers and enable scenario planning
 - e. Contingency Planning: Assess and mitigate several "what if" scenarios
 - Develop & Execute Action Plan: Create metrics, validate methods, set measurable targets, and establish monitoring cadence to implement mitigation strategies proactively
- 4. Implementation of New Accounting Standards
 - a. Initial Assessment: Clearly and concisely compare current state with best practices
 - b. Unbiased Review: Independent review of Finance & Accounting organization, policies, procedures and capabilities
 - c. Promote Compliance: Monitor adherence to accounting standards and reduce risk of fraud and errors
 - d. Financial & Accounting Handbook: Develop handbooks to standardize new financial and accounting processes across the organization