

MTA Online Subscriptions by Level

MTA's annual subscription packages allow you to unlock the savings in our **Online Learning Center**, home to a wide variety of recorded webinars designed with township officials in mind. One subscription gives *everyone* on your township team (yes everyone!) access to all of the courses included in that package, for a full year, with no additional "per person" fees. *Newly added titles are highlighted in green.* Learn more below or visit the MTA Online Subscriptions page at <https://michigantownships.org/learning/mta-online> to sign up today!

Essentials Package Includes:

\$750 / year

- Access Granted: What You Need to Know About the New ADA Accessibility Requirements
- Accounting & Payroll (RBR)
- Anatomy of a Township (RBR)
- ARPA Reporting Requirements
- Budget Development and Forecasting
- Building a Better Budget - Basic (RBR)
- Building a Better Budget - Advanced (RBR)
- Campaign Finance Act: What CAN We Say?
- Effectively Exercising Board Authority
- Elections Prep & Primer (RBR)
- Elections Update (2025)
- Ethical Considerations
- Exploring Township Revenue Sources (RBR)
- **FOIA Me This - A Guide to Public Records Access (RBR)**
- Fraud Prevention
- **From Confused to Compliant - Mastering OMA (RBR)**
- Fundamentals of Municipal Financing
- **It's Not IF You'll be Hacked, It's When***
- Making the Most of Your Meetings
- Managing Public Meetings & Policies
- Meeting Misconceptions (RBR)
- **Mind the Gaps: Where Audits End and Board Oversight Begins***
- Nuances of the Right to Farm Act
- Practical Approach to Records Management (RBR)
- **Promoting What Makes You Proud**
- Providing a Safe Township Workplace
- Secrets to Great Board Meetings (RBR)
- **Situational Awareness: Recognizing Dangerous Behavior***
- Spending Public Money (RBR)
- Special Assessment Procedures (RBR)
- **Sticky Situations: Ethics in Everyday Decisions* (RBR)**
- Taxation Trouble Spots (RBR)
- **The Missing Pieces: Completing State Reporting Requirements***
- What the Board Needs to Know about Planning & Zoning (RBR)
- Who Gets Paid What ... and How?

Plus Package Includes:

\$1,000 / year

- Access Granted: What You Need to Know About the New ADA Accessibility Requirements
- Accounting & Payroll (RBR)
- Anatomy of a Township (RBR)
- ARPA Reporting Requirements
- Blight Fight: Going Another Round
- Breaking the Zoning Code (RBR)
- Budget Development and Forecasting
- Building a Better Budget - Basic (RBR)
- Building a Better Budget - Advanced (RBR)
- Campaign Finance Act: What CAN We Say?
- Cemetery Management (RBR)
- **Dig Up Your Township's Cemetery Ordinance**
- **Drawing the Lines: Inside the Land Division Act* (RBR)**
- Effectively Exercising Board Authority
- Elections Prep & Primer (RBR)
- Elections Update (2025)
- Ethical Considerations
- Exploring Township Revenue Sources (RBR)
- **FOIA Me This - A Guide to Public Records Access (RBR)**
- Fraud Prevention
- **From Confused to Compliant - Mastering OMA (RBR)**
- Fundamentals of Municipal Financing
- Governing an Accountable Fire Department (RBR)
- Introduction to Planning & Zoning (RBR)
- **It's Not IF You'll be Hacked, It's When***
- Making the Most of Your Meetings (RBR)
- Managing Public Meetings & Policies
- Meeting Misconceptions
- **Mind the Gaps: Where Audits End & Board Oversight Begins***
- Nuances of the Right to Farm Act
- **P&Z: NIMBY is Not an Option - Now What? (RBR)**
- Powering Up: What PA 233 Means for Your Township
- Practical Approach to Records Management (RBR)
- **Promoting What Makes You Proud**
- Providing a Safe Township Workplace
- Role of the Zoning Administrator
- Roles & Functions of the ZBA (RBR)
- Secrets to Great Board Meetings (RBR)
- **Situational Awareness: Recognizing Dangerous Behavior***
- Spending Public Money (RBR)
- Special Assessment Procedures (RBR)
- Special Assessments for Public Safety (RBR)
- **Sticky Situations: Ethics in Everyday Decisions* (RBR)**
- Taxation Trouble Spots (RBR)
- **The Missing Pieces: Completing State Reporting Requirements***
- Township Ordinances 101
 - Introduction to Township Ordinances
 - Ins & Outs of Township Ordinances
 - Adopting and Amending Ordinances
 - Successful Ordinance Enforcement
- What the Board Needs to Know about Planning & Zoning (RBR)
- What Your PC & ZBA Need to Know about Conflict of Interest
- Who Gets Paid What...and How?
- Zoning for Your Community Identity
- Zoning in on Short Term Rentals, Mining Operations & Accessory Dwelling Units
- **Zoning Strategies for Affordable Housing***

**Content to be added in fall of 2026*



Premium Pass Package

\$1900 / year

The Premium Pass is our (nearly) all-access pass to online learning with MTA. You'll not only get access to 100+ on-demand webinars, you also get FREE registration for each live *Now You Know* webinar, featuring a new topic every month.

Plus, get access to all *Now You Know* sessions already available on-demand AND all 11 Township Governance Academy courses! Read on for a current list of Premium Pass titles included for 2026-2027 subscribers (*new titles are highlighted in green*):

- A Leader Worth Following
- Access Granted: New ADA Website Accessibility Requirements
- Accounting & Payroll (RBR)
- Adopting and Amending Ordinances
- *Al: Helpful or Headache?**
- *All In Favor - Running Effective Meetings* (RBR)
- Anatomy of a Township (RBR)
- ARPA Reporting Requirements
- Auditing Fundamentals for Federal Funding
- Beyond the Conflict: Building a Better Board with Consensus
- Big Picture Capital Improvement Plan Funding
- Blight Fight: Going Another Round
- Board Authorities, Responsibilities and Roles (RBR)
- *Bonds, Municipal Bonds* (RBR)
- Breaking the Zoning Code (RBR)
- Bringing Broadband into Your Community
- Broadband: The Middle-Mile and Your Township
- Budget Development and Forecasting
- Building a Better Budget - Advanced (RBR)
- Building a Better Budget - Basic (RBR)
- *Building a Better Community Now**
- Building Bridges: Confidence as the Catalyst for Collaboration
- Campaign Finance Act: What CAN We Say?
- Cemetery Management (RBR)
- Choosing the Right Township Manager
- Civil and Collaborative Leadership
- Crisis Communication & Message Management
- *Dollars & Sense* (RBR)
- Effective Communication Strategies
- Effectively Exercising Board Authority
- Elections Prep & Primer (RBR)
- Elections Update (2025)
- Ethical Considerations
- Exploring Township Revenue Sources (RBR)
- *Financial Fiduciary Finale Roundtable Discussion*
- Financial Fundamentals and Insights
- *FOIA in the Digital Age** (RBR)
- *FOIA Me This - A Guide to Public Records Access* (RBR)
- Fraud Prevention
- *From Confused to Compliant - Mastering OMA* (RBR)
- Fundamentals of Municipal Financing
- Geez! I Wish I Hadn't Said That
- Governing an Accountable Fire Department (RBR)
- In the Transition
- Innovating Your Township: How-to Methods & Info for Leaders
- Ins & Outs of Township Ordinances
- Introduction to Planning & Zoning (RBR)
- Introduction to Township Ordinances
- *Investments - Township Dollars at Work* (RBR)
- It's Not IF You'll be Hacked, It's When*
- Keep Calm & Carry On
- Making the Most of Your Meetings
- Managing Expectations: A Positive, Pain-Free Audit
- Managing Public Meetings & Policies
- Meeting Misconceptions (RBR)
- Meeting Myths, Mysteries & Misconceptions
- *Mind the Gaps: Where Audits End and Board Oversight Begins**
- *Money, Manuals & Monitoring* (RBR)
- New Officials Training for each elected office (RBR)
- No One Left Inside
- Nuances of the Right to Farm Act
- Payroll Questions? We've Got Answers!
- Policies Matter: Hot Topic Policies Your Township Needs
- Powering Up: What PA 233 Means for Your Township
- Practical Approach to Records Management (RBR)
- *Principles of Plain-Language Documents**
- *Promoting What Makes You Proud*
- Providing a Safe Township Workplace
- *Reconciliation: What Is It and What Part Do YOU Play*
- Road Relations: Stay in Your Lane
- Roles & Functions of the ZBA (RBR)
- Sandbox Etiquette
- Secrets to Great Board Meetings (RBR)
- Show Me the Money! Grant Writing Tips
- *Situational Awareness: Recognizing Dangerous Behavior**
- Special Assessment Procedures (RBR)
- Stay in Your Lane: Working with Your Road Commission
- Subpoenas, Depositions and Discovery, Oh My!
- Successful Ordinance Enforcement
- Taxation Trouble Spots (RBR)
- *The Missing Pieces: Completing State Reporting Requirements**
- The Board Has One Voice: How Does it Sound?
- *The Power of Partnership: Driving Local Growth**
- The Pursuit of Great Governance
- *Three Manuals Walk Into a Township Hall* (RBR)
- Tools of Engagement: Township Websites & Social Media
- Top Topics for Today's Townships
- Top Township Legal Pitfalls
- Township Public Safety Services: So Many Options!
- Treasurers Guide to Tax Collection (RBR)
- Urban Cooperation Strategies (RBR)
- What Every Township Needs to Know About Investments
- What the Board Needs to Know about Assessing
- What the Board Needs to Know about the Clerk & Treasurer Dynamic
- What Townships Need to Know about Grants
- What You Need to Know about Corrective Action Plans
- What Your PC & ZBA Need to Know about Conflict of Interest
- Who Gets Paid What... and How?
- You Paid What for What? (RBR)
- Zoning for Your Community Identity
- Zoning in on Short Term Rentals, Mining Operations & Accessory Dwelling Units
- *Zoning Strategies for Affordable Housing**

**Content to be added in fall of 2026*

Continued on next page...



Additional Premium Pass Benefits

Take your learning to the next level with MTA's *Township Governance Academy (TGA)*!

The entire TGA curriculum is FREE with your Premium Pass subscription, allowing you to earn almost all your credits online. *TGA Candidates must complete at least two (2) required courses at an in-person event.* **Why?** Graduates report that one of the most valuable parts of the program is the connection they develop with peers in the classroom on the path to graduation—something that simply cannot be replicated online. Courses available on-demand are:

Included TGA Boardmanship Courses

Board Roles & Relations (B-101; RBR)
How Boards Make Decisions (B-102; RBR)
Creating a Vision for Your Township (B-103)
Utilizing Strategic Planning (B-104)
Making Meetings Work More Effectively (B-105; RBR)
Linking with the Community (B-106)

Included TGA Foundation Courses

At Your Service: Meeting Township Needs (F-101; RBR)
Land Use: Defining Your Township's Future (F-102; RBR)
Township Finances (F-103; RBR)
Managing Your Township Team (F-104)
Fundamentals of Assessment & Taxation (F-105; RBR)

Now You Know

MTA's monthly online learning series continues with live (and recorded) webinars on brand new topics scheduled for nearly every month of the year. On-demand titles available now include:

- Adopting Ordinances (RBR)
- Appointing New Board & Commission Members
- Assessing Your Township's Assessing (RBR)
- Blight Buster
- Board Compensation: What's In Your Wallet? (RBR)
- Budgeting... It's a Process
- Cemetery Services (RBR)
- Cloud Chronicles: Digital Records Management (RBR)
- Cloud Control: Navigating Data Center Impacts
- Coverage Matters: Surety Bonds & Insurance 101
- Dig Up Your Township's Cemetery Ordinance (RBR)
- Drafting Ordinances (RBR)
- Elections: Ready? Set. Go! (RBR)
- Employee, Volunteer or Independent Contractor?
- Financial Reporting: From Revenue to Red Flags
- FOIA... What's All the Fuss?
- Governmental Immunity: I Can Get in Trouble for That?!
- In the Transition
- Meeting Management: What to Do When Things Change
- Meeting Misconceptions (RBR)
- Meeting Requirements
- My Deputy and Me (RBR)
- Onboarding New Officials
- P&Z: NIMBY is Not An Option, Now What? (RBR)
- Payroll Precision: Methods and Records (RBR)
- Planning for a Millage Question
- Preventing Chaos: How to Manage Records
- Prudent Policies
- Public Use of Township Property and Facilities
- Record Ready: Basic Records Management (RBR)
- Revenue Sources: Coins in the Couch (RBR)
- Role of the FOIA Coordinator
- Special Assessments for Public Safety
- Spending Public Money (RBR)
- Squeaky Wheel Maintenance: Using Policies to Turn Complaints to Constructive Input
- Successful Ordinance Enforcement Strategies
- Taking Township Minutes
- Tax Collection and Your Township
- Taxation Trouble Spots
- The Art of the Agenda
- The Perks of the Job: Understanding Municipal Benefits
- The Role of the Zoning Administrator
- What the Board Needs to Know About Elections
- What the Board Needs to Know About Tax Collection (RBR)
- What You Need to Know About Tax Rate Request Form (RBR)
- What Your Board Needs to Know About July BoR (RBR)
- What Your Board Needs to Know About Planning & Zoning (RBR)
- What Your Township Needs to Know about Franchises (RBR)
- Who Can Talk to the Township Attorney, and When?
- Why You Need a Township Attorney
- Wait, Who's Supposed To Do That? (RBR)

You also get FREE access to new **Now You Know** courses offered **live** (and recorded for on-demand viewing) throughout the year! Here's a preview of what's to come in the second half of 2026:

- **July 15** – Summer Update: Legislative News from the Capitol
- **August 12** – Sticky Situations: Ethics in Everyday Decisions (RBR)
- **September 16** – Poll-Position: Practical Primer for Election Season
- **October 14** – Taxation Trouble Spots (RBR)
- **November 18** – Drawing the Lines: Inside the Land Division Act (RBR)
- **December 14** – Legislative Wrap-up



Sign up for your 2026-2027 MTA Online package today!

Get year-round access to premier online learning

Unlock the savings on MTA's extensive library of online courses! When your township purchases an annual *MTA Online* subscription, EVERYONE at your township gets access to everything included in the package—with no extra per person fees.

Ready to start your learning journey? Signing up is easy! Check the box next to your selected package then complete the form below, or purchase your package online any time at <https://bit.ly/MTAOREG>.

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Premium Pass Package (\$1900)

This top-tier package includes 150+ webinars (including 37 hours of brand new content!), plus FREE access to live and recorded versions of our *Now You Know* webinar series that features a new topic every month, AND all 11 of our premier Township Governance Academy courses. All available to EVERY member of your township team!

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Plus Package (\$1000)

This package offers access to 55 webinars that take you beyond the essentials, digging into general knowledge for board members plus specialized topics like planning and zoning and cemeteries. We're adding 13 hours of new content, including classes on board oversight, ethics, FOIA, Open Meetings Act compliance, and more.

☐

Essentials Package (\$750)

The Essentials level includes 35 webinars that cover the basics—what we consider essential topics—designed for all board members and required knowledge for all townships. This year's package includes 10 hours of brand new content, designed specifically for township board members, appointed officials, deputies and staff.

Contact Info

Township: _____ County: _____

Primary Contact Name: _____

Contact email: _____ Phone: _____

Payment Options:

☐ Check (enclosed) ☐ Invoice my Township ☐ Charge to VISA or Mastercard*

*To pay via credit card, please use online registration or contact Rebecca at 517-321-6467 x 226.

Send your completed registration form with payment to MTA, P.O. Box 80078, Lansing, MI 48908; fax: (517) 321-8908 or email to rebecca@michigantownships.org. Questions? Call (517) 321-6467.