

## About TPGI-CPA

TPGI CPA is a full-service, woman-owned finance and accounting consulting firm dedicated to providing nonprofit organizations with the financial leadership, tools, systems, and knowledge needed to help them change the world. Based in California and Washington, DC, our firm's goal is to help nonprofits successfully navigate the complicated nonprofit accounting environment, while building strong internal financial systems and diversified revenue streams. TPGI's founder, Tong Qin, brings 25 years of financial management experience and a unique government insider's perspective to her clients.

Today, TPGI CPA works with nonprofits of all financial capabilities and annual budget sizes (< \$5M up to \$150M). Tong and her team pride themselves on creating trusted, collaborative client partnerships that are tailored to meet each client's distinct needs. Whether it be providing interim CFO services to developing internal finance and grant reporting procedures to setting up an employee retirement plan, TPGI looks forward to serving as your trusted financial management partner.

## Key Nonprofit Clients Served

### The United States Holocaust Memorial Museum

- Helped the Museum streamline its accounting system and save staff time by integrating their finance and accounting systems and building end-to-end finance processes.
- Developed a budget structure framework, and accounting, fundraising, and grant management procedures.

### The San Francisco Conservation Corps (SFCC)

- Provided SFCC with interim CFO services, including full-cycle financial management.
- Set up systems to help SFCC comply with complex city, state, and federal grants and contracts.
- Helped SFCC secure a large business loan by providing lender options to ensure the best terms and by helping prepare and submit loan documents.
- Designed and helped SFCC implement a successful loan repayment plan.

### The San Jose Conservation Corps (SJCC)

- Prepared an indirect cost rate calculation for federal grant awards.
- Provided strategic planning, advising and budgeting.
- ERISA 403(b) retirement plan for SJCC employees.

### Korean American Community Foundation (KA-CF)

- Provided building acquisition services helping KA-CF secure a building.

### High Scope Educational Research Foundation

- Prepared a federal indirect cost rate application to help High Scope secure an indirect cost rate for government grant awards.

## What We Do

### Financial Management & Reporting

- Full Cycle Financial Management
- Financial Reporting & Assessment
- Interim CFO Services
- Budgeting Services
- Accounting Services
- Grant Billing & Grant Billing Assessment
- Accounting Software Implementation
- Strategic Financial Planning
- Grants & Contracts Management
- Indirect Cost Allocation Preparation
- Data Analysis & Validation
- Policy & Procedure documentation & Review
- Retirement Plan Assistance
- Property Tax Exemption Assistance

### Audit Services

- Audit Readiness & Remediation
- Pre-Award Audit Support
- Pre-Audit Preparation
- Contracts & Grant Audit Assistance
- OMB Uniform Guidance Audit Assistance

### Loan Service and Reporting

- Loan Program Assistance and Advising
- COVID-19 Loan Forgiveness Support

### Financial Training

- Financial Operations Training for Management Staff
- Financial Literacy Training for Program Staff
- Financial Literacy Training for Board Members



## A Trusted Business Advisor For the Not-For-Profit Community

### Contact Us

**Tong Qin**  
Founder  
Tong@tpgi-cpa.com  
(240)271-2910

**Corporate address**  
1390 Market Street, Suite 200  
San Francisco, CA 94102

**Website**  
<https://www.tpgi-cpa.com/>