



## Program & Fiscal Participants Will...

- Be able to work together to develop a plan and budget; including non-Federal share.
- Improve communication through precise language.
- Support each other's learning.
- Jointly make financial decisions.
- Respect each other as resources.

**MISSISSIPPI EARLY**



About Us

A woman-owned small business

Contact us at 800.881.7403 or visit our website, [www.MississippiEarly.com](http://www.MississippiEarly.com)



Janice Stephens  
[Janice@MississippiEarly.com](mailto:Janice@MississippiEarly.com)

Janice served as comptroller in a multi-funded Head Start program before becoming a full-time consultant to Head Start agencies. She served as the Co-Coordinator for the Fiscal Consultant Initiative at the National Center on Program Management & Fiscal Operations (NCPMFO). She worked collaboratively with Regional Office Staff and TTA Networks in strengthening fiscal management systems.



Jim Belanger  
[jim@jimbelangercpa.com](mailto:jim@jimbelangercpa.com)

Jim is a CPA licensed by the State of Maine. He has worked as a CFO for a mid-sized multi-funded Head Start program. He also served as the fiscal monitoring lead at Danya International. Jim was the primary author of the fiscal protocol from 2010 to 2015. He also provided staff support to the OHS Monitoring Disallowance

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## New Director's Series

### Training From The Ground Up



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## Do you want to strengthen your fiscal knowledge?

The New Director's Series is a comprehensive 4-1/2 days of fiscal and program topics to equip a new director with the resources to efficiently and effectively manage fiscal systems.



The training provides experiences for both new Fiscal and Early Childhood Directors; as well as, Executive Directors and Board members that have a desire to develop a better understanding of how to effectively manage multiple programs.

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## Training Topics

- ◆ Strategic Planning
- ◆ Uniform Guidance with Cost Principles
- ◆ Budgeting
- ◆ Cost Allocation
- ◆ Audits
- ◆ Reporting
- ◆ Non-Federal Match
- ◆ Organizational Structure
- ◆ Development of Policies and Procedures
- ◆ *And*, one-on-one time with the Trainer

**Resources** will include handouts, budgeting and cost allocation templates, and templates for policies and procedures for budgeting and reporting.

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## SATISFIED CUSTOMERS

“The trainer had great knowledge and was able to share in understandable ways.”

“Janice can explain topics in a way it is easy to understand .”

“The training went from the ground-up.”

“I learned a lot about how funds are allocated. I can use this information in my agency which has many funding



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