



SAVE THE DATE!

In collaboration with the Florida Department of Community Affairs
The Florida Association for Community Action (FACA)
announces

Regional Fiscal Management Trainings

Dates & Locations:

8:00am – 5:00 pm September 19, 2011 - Tallahassee

Room 180 Betty Easley Conference Center Capital Circle Office Center 4075 Esplanade Way

Hotel Reservations: Homewood Suites 2987 Apalachee Pkwy Rate \$109 9/18-9/19 Cutoff: 9/8 (850) 402-9400

8:00am – 5:00 pm September 21, 2011 – Orlando

Holiday Inn – In the Walt Disney World Resort 1805 Hotel Plaza Blvd Lake Buena Vista, FL

Reservations: (877) 394-5765 Rate \$85 9/20-9/21 Cutoff: 9/6 Parking: \$10 daily

8:00am – 5:00 pm September 23, 2011 - Miami/Ft. Lauderdale

Everglades 2 – 2nd Floor Sheraton Fort Lauderdale Airport 1825 Griffin Road Dania Beach, FL

Reservations: (800) 325-3535 FACA Block Rate: \$89 9/22-9/23 Cutoff: 9/6 Parking: \$3daily \$7overnight

Trainer: Dan Miller, CPA

Chief Financial Officer, Meliora Partners, Inc.

Course Content: Budgeting - agency-wide and possible sharing of administrative costs; Cost allocation - including administration and other areas that are normally allocated; Procurement Policies and Procedures; Internal Controls and Fraud Prevention; Audit preparation; and Board Responsibilities for Cost Controls.

Other Special Instructions: Enrollments will be limited to 30 participants; Registrations will close September 14, 2011; There will be no Onsite Registrations; Online Registration is required for all attendees.

*****Registration Fee: \$200.00 (FACA Members) \$250.00 (Non-Members)**
(A \$50 discount will be applied for each additional concurrent registration from an agency!)

*****Applies until September 11, 2011 - Add \$50 Late Fee beginning September 12, 2011; A \$50 Cancellation Fee will be assessed for all cancellations before September 14, 2011; There will be no refunds processed after September 14, 2011.**

For more information, please contact the FACA Office @ (850)-224-4774