



HEAD START

Regional T/TA Network

Burlington County Community Action Program, Inc.

Fiscal Training

November 20-21, 2019

9:00 am - 12:30 pm

1:00 pm - 2:00 pm

AGENDA

Participants: Leadership and management staff

Event outcomes:

The grantee will receive fiscal training to strengthen their knowledge in financial management and to ensure fiscal compliance.

- I. Welcome/Attendance Sheet/Introductions**
- II. Fiscal Training Sessions:**
 - 1. HSPPS: Administrative and Fiscal Requirements**
 - 2. Financial Management Standards**
 - 3. Cost Principles**
 - 4. Cost Allocation**
 - 5. Non-Federal Match**
 - 6. Effective Budgeting**
 - 7. Internal Controls**
 - 8. Facilities**
- III. Next Steps**



Burlington County Community Action Program

718 Route 130 South
Burlington, New Jersey 08016

• (609) 386-5800
• Facsimile (609) 386-7380

DR. RUBEN A. JOHNSON
Executive Director

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Reneta Anderson	
Marixa Carrion	
Mary Glenn	
Marcia Jenkins	
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Jonathan Leath

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Janessa Rivera, CPO	
Elayne Schermerhorn, CFO	
Kyle Edwards, Director Human Resources	
Natalie Mitchem, Interim HS/EHS Director	
Lois Bond, Education Coordinator	
Jill Rickards, Family/Community Coordinator	
Bonnie Sheipe, Disabilities Svcs. Coordinator	
Michele Weaver, EHS Coordinator	
Gary Mease, Senior Accountant	
Amie Sharer, Grants Manager	
Francine Taylor, Accountant	
Payroll Specialist	
Anali Alvarado Fiscal	
Darsh Thind / Accountant / Grant Manager	



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