

Fiscal Training: Back to the Basics



November 4 & 5, 2025

**Hilton Garden Inn Louisville Airport
Louisville, Kentucky**

Training and Technical Assistance Services (TTAS) is sponsoring a training opportunity for **Fiscal Training: Back to the Basics**. The training will address the skills and knowledge necessary to implement the terms and conditions of a Head Start award.

The training provides an understanding of the uniform guidance necessary to implement the Head Start Financial Management System. Furthermore, the training will align Head Start requirements in the HHS – Grants Policy Statement with the Uniform Guidance.

Fiscal Training: Back to the Basics will provide participants with the fiscal requirements in the Head Start Performance Standards and the Head Start Act.

If you want to ensure that your fiscal staff have the skills and knowledge necessary to carry out their responsibilities, you must attend this training. In Addition, if you are a Head Start Director hired on or after November 7, 2016, the Head Start Performance Standards require that such staff have background and experience in financial management. This training will provide fiscal staff and Head Start Directors with the structure and discipline to ensure they carry out their responsibilities efficiently and effectively.

The Standard Registration Fee is \$600 per person.

Learning Outcomes

- ★ Participants will be trained on the Head Start requirements in the Uniform Guidance
- ★ Participants will be trained on the Head Start requirements HHS - Grants Policy Statement.
- ★ Participants will be trained on the Head Start requirements, Head Start Performance Standards, and the Head Start Act.

Your Presenter



Perry Davis is the Finance/Management Specialist with T/TAS at Western Kentucky University. Among Mr. Davis' specialties are five-year grant applications, financial reporting, cost allocation, non-Federal share, systems integration, finance regulations, financial policies and procedures, inventory control, budget development, and monitoring. He is a nationally recognized expert in financial regulations for Head Start/EHS and CCP programs, presenting at National Head Start Association conferences, Regional Head Start Association events, and training for national and regional ACF divisions. Before joining the T/TAS team, Mr. Davis was the Program Operations Manager of a large Head Start/Early Head Start program in Mississippi. Perry is a fiscal consultant for the Office of Head Start, and has provided extensive training on monitoring and reporting; developed

Tentative Agenda Eastern Time Zone

Tuesday, November 4, 2025

8:00 – 9:00 a.m.	Registration and Continental Breakfast
9:00 – 10:30 a.m.	Uniform Guidance (45 CFR Part 75)
10:30 - 10:45 a.m.	Break
10:45 a.m. – noon	Uniform Guidance (45 CFR Part 75)
Noon – 1:30 p.m.	Lunch on Your Own
1:30 – 2:45 p.m.	Uniform Guidance (45 CFR Part 75)
2:45 – 3:00 p.m.	Break
3:00 – 4:30 p.m.	HHS – Grants Policy Statement

Wednesday, November 5, 2025

8:00 – 8:30 a.m.	Check-in and Continental Breakfast
8:30 – 10:00 a.m.	HHS – Grants Policy Statement
10:00 – 10:15 a.m.	Break
10:15 a.m. – noon	Head Start Performance Standards - Fiscal Requirements, and Head Start Act
12:00 – 1:30 p.m.	Lunch
1:30 – 3:00 p.m.	Head Start Performance Standards - Fiscal Requirements, and Head Start Act

narrative discussions on the “USDA Food Cost” for the Head Start Bureau; and is a Head Start Reviewer in Finance and Program Design & Management. He has a B.S. in Management and an M.B.A. with an emphasis in finance from Jackson State University.

(T/TAS reserves the right to substitute presenters.)

Hotel Accommodations

The **Hilton Garden Inn Louisville Airport** is located at 2735 Crittenden Drive in Louisville, Kentucky. Hotel accommodations are available at the special conference rate of \$124 per night, single or double occupancy (plus applicable taxes and fees if a tax-exempt certificate is not presented at check-in). To qualify for the special conference rate, please book through this link: <https://www.hilton.com/en/attend-my-event/ttas-fiscal-training-2025/> or call 502-637-2424 to request the room block for **TTAS Fiscal Training**. Make sure to ask for the special conference room rate. Limited availability.

The room block will be held until the stated deadline or until the block is sold out, whichever comes first. **Reservations are accepted on a space and rate availability basis by the hotel, and room blocks often fill quickly.** Please consult the hotel for information on their specific cancellation policies, to learn about additional charges that may apply to hotel guests (i.e., parking fees, local phone charges, internet access fee, etc.), and to learn about available amenities, such as room service, in-house dining, and additional area attractions.

Enjoy southern hospitality at the newly renovated **Hilton Garden Inn Louisville Airport**. The Hilton is conveniently located off I-65 & I-264 and within 5 minutes from the Muhammad Ali International Airport, Kentucky Kingdom Six Flags, L&N Federal Credit Union Stadium, Churchill Downs, and 4 miles from Downtown Louisville. They offer onsite dining and a 24-hour courtesy shuttle to and from the airport.



Registering for T/TAS Events

It is easy to register online for events sponsored by T/TAS! Visit our website at www.ttas.org, locate the event you wish to register for, and click the register button.

Payment Policy: *Payment or a Purchase Order is due at the time of registration.* Registrations received without a copy of a purchase order or payment by credit card will be confirmed to participate in this event, pending receipt of a purchase order or payment. Spots will be held temporarily, and Cancellation policies apply.

Registration Deadline: Unless the event fills first, registrations for this event must be received by **October 24, 2025**.

Enrollment is Limited: T/TAS cannot guarantee enrollment at events. If available enrollment slots fill, you will have the option of being placed on a waiting list in case a space opens due to cancellations. We recommend you do not make hotel or travel arrangements until you receive your registration confirmation. T/TAS is not liable for any hotel or travel penalties or fees that may be incurred by participants or registrants.

Confirmation of Registration: Registrations can only be confirmed by email. Please provide a unique email address for each participant. If an administrator needs to receive a copy of the confirmation, please include the administrative email address on the Group Contact Profile. If you do not receive a confirmation within five days of registering for the event, please contact the T/TAS office at ttas.register@wku.edu or call 800-882-7482.

Cancellations/Substitutions Policy: To obtain a refund of registration fees (less the \$75 enrollment charge), cancellations must be received by email to ttas.register@wku.edu by **October 13, 2025**. If you do not receive an email confirmation of your cancellation from T/TAS within 3 business days, you must call 800-882-7482 to confirm your cancellation email was received in order to be eligible for the refund. Substitutions can be made up to the cancellation deadline date. To receive a partial refund, cancellation must be made within 10 business days of the registration

confirmation email. After the cancellation deadline date, no refunds will be provided, and the full invoiced amount will be due.

Photo/Video/Recording Policies: Recording this event with electronic devices is not permitted. Participants at this event may be photographed, videotaped, and/or audiotaped. By registering for the event, authorization is given to be photographed, videoed, and/or audio recorded at the event, in connection with T/TAS' programs, publications, the Internet, and public websites. T/TAS and any employees, officers, and associates, as well as any assignees, are released from all claims for damages for libel, slander, invasion of privacy, right of publicity, or any other claim based on the use of the above-described material(s).

T/TAS Also Brings the Training to You

You have questions...T/TAS Specialists have solutions.

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- Customized program roadmap planning
- Staff in-service/pre-service trainings delivered from a variety of remote platforms
- Need-based learning designed by you to engage in creative discussion and problem solving

To learn more, to discuss your local training needs, or to schedule training, call **800-882-7482**.



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