



### ***Business & Financial Fundamentals® for Centers***

### ***Business & Financial Fundamentals® for Homes***

Each Business & Financial Fundamentals® series is a comprehensive introduction to the most fundamental concepts and practices you need to operate a sustainable child care business.

**3 BIG BENEFITS:** First, receive 8 modules of business training for a better understanding of business practices, practical tools, and resources. Following the training, access FREE technical assistance with a business development specialist to get questions answered. Finally, in-depth individual coaching is available for FREE to interested participants completing a series.

***Business & Financial Fundamentals® training, technical assistance, and coaching are FREE for child care directors and homes thanks to funding from Iowa Department of Human Services!***

#### **Child Care Center Series Modules**

1. Child Care is Your Business – Plan for Success
2. Marketing and Enrollment
3. Financial Statements, Policies and Procedures
4. Cash Flow
5. Annual Budget
6. Tuition and Revenue
7. Facility and Equipment Management
8. Building a Quality Staff

#### **Child Care Home Series Modules**

1. Child Care is Your Business – Plan for Success
2. Marketing and Enrollment
3. Tuition and Income
4. Budgeting for Financial Health
5. Accounting and Record Keeping
6. Business Policies and Procedures
7. Facility and Equipment Management
8. Employees, Subs, and Helpers

***Enroll Now! Space is limited.***

Each series is posted on the [I-PoWeR Registry](#) and provides 12 Iowa DHS credit hours. Center modules are National Administrator Credential (NAC) approved. Participants must complete all 8 modules in order to receive credit.

For more information contact: [InfoA@FirstChildrensFinance.org](mailto:InfoA@FirstChildrensFinance.org)

## SERIES SCHEDULES

### BUSINESS & FINANCIAL FUNDAMENTALS<sup>®</sup>

#### FOR CHILD CARE CENTERS

**November: Online**

Modules 1-4: November 15 & 16, 2021 from 1:00 pm-4:15 pm

Modules 5-8: November 22 & 23, 2021 from 1:00 pm-4:15 pm

**December: Face-to-Face & Online**

Modules 1-4: Fred Maytag II Scout Center, Des Moines on December 2, 2021 from 9:00 am-4:00pm

Modules 5-8: Online on December 7 & 9, 2021 from 1:00 pm-4:15 pm

**March: Face-to-Face & Online**

Modules 1-4: Green Hills AEA, Council Bluffs on March 2, 2022 from 9:00 am – 4:00 pm

Modules 5-8: Online on March 7 & 9, 2022 from 1:00 pm – 4:15 pm

**March: Face-to-Face & Online**

Modules 1-4: Iowa State University Extension and Outreach, Sioux City on March 3, 2022 from 9:00 am – 4:00 pm

Modules 5-8: Online on March 8 & 10, 2022 from 1:00 pm- 4:15 pm

### BUSINESS & FINANCIAL FUNDAMENTALS<sup>®</sup>

#### FOR CHILD CARE HOMES

**October: Online**

Modules 1-4: October 23, 2021 from 9:00 am – 4:00 pm

Modules 5-8: October 26 & 28, 2021 from 6:00 pm -9:15 pm

**January: Online**

Modules 1-4: January 15, 2022 from 9:00 am -4:00 pm

Modules 5-8: January 18 & 20, 2022 from 6:00 pm-9:15 pm

**February: Face-to-Face & Online**

Modules 1-4: Environmental Education Center, Iowa City on February 12, 2022 from 9:00 am -4:00 pm

Modules 5-8: Online on February 15 & 17, 2022 from 6:00 pm -9:15 pm

**April: Face-to-Face & Online**

Modules 1-4: Fred Maytag II Scout Center, Des Moines on April 9, 2022 from 9:00 am -4:00 pm

Modules 5-8: Online on April 12 & 14, 2022 from 6:00 pm – 9:15 pm

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