

Financial Management Consultation Application

Provider Name		Program Name	
Street Address	City	Zip Code	County
Telephone		Email	
Program Type <input type="checkbox"/> Child Development Home <input type="checkbox"/> Child Care Center			

Purpose:

To offer consultation on a Child Care Management System (CCMS) to registered/licensed child care providers who care for children in child care centers or Child Development Homes. The consultation component will include one-on-one support from a Financial Management Consultant on implementing effective strategies for using a CCMS for business operations.

Program Review

Do you currently utilize a Child Care Management System?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes , what Child Care Management System are you using? <ul style="list-style-type: none"> • What functions are you using? (exp. billing, sign-in-out, payroll, reports) • Does your current Child Care Management System meet your business needs? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure 		
Do you feel like you have the technology to support a Child Care Management System throughout your program?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Unsure
Do you need help finding financial resources to pay for technology needs?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you taken Business and Financial Fundamentals by First Children's Finance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<ul style="list-style-type: none"> • If not, would you be willing to take Business and Financial Fundamentals by First Children's Finance? <input type="checkbox"/> Yes <input type="checkbox"/> No 		
Have you taken All Our Kin virtual business series (Child Development Homes only)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<ul style="list-style-type: none"> • If not, would you be willing to take the All Our Kin virtual business series (Child Development Homes only)? <input type="checkbox"/> Yes <input type="checkbox"/> No 		

Child Care Management System Software Request – Check One

brightwheel Playground Undecided

Financial Management Consulting – I agree to the following..

Child Care Management System

- The State of Iowa will pay for a contracted Child Care Management System software subscription fees for up to one year, as long as funding is available.
- Meet with a Financial Management Consultant to enroll in the Child Care Management System software subscription.
- Explore additional learning such as: Business and Financial Fundamentals by First Children’s Finance or All Our Kin by CCR&R as scheduled on the i-PoWeR Professional Workforce Registry.

Financial Management Consultation

- Programs currently using one of the state-contracted Child Care Management Systems or agree to participate in the Child Care Management System above.
- Complete a Financial Program Review with a Financial Management Consultant.
- Visits (email, phone, virtual, face-to-face) and activities/actions may include:
 - Months 1-3, weekly visits:
 - Completion of program self-assessments and evaluations
 - Enroll and implement all CCMS features
 - Months 4-12, monthly visits
 - Create business management goals
 - Develop action plans to implement goals
 - Implement various tools and resources provided by Financial Management Consultant

I have read the *Financial Management Consultant Application* and agree to the terms outlined. Child Care Management System (CCMS) subscription fees will be paid (up to 1 year), as long as funding is available. After that time, the program/provider is responsible for the CCMS subscription fees. I understand I can sign up for additional Financial Management Consultation at any time. Additionally, I may cancel participation at any time by submitting a written request. If my program consistently cancels, is unable to schedule consultation visits, or refuses to make progress implementing business practices, the Financial Management Consultant may remove my program from their caseload and discontinue funding of CCMS subscription. My program may submit a new application and be considered to receive services, as space is available.

Signature of Program Representative	Date
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Questions regarding the form or services, call 844-786-1016.
Completed form to be emailed to FMC@midsioux.org