



STATE OF MISSISSIPPI
OFFICE OF THE STATE AUDITOR
STACEY E. PICKERING
AUDITOR

August 17, 2009

Dear Prime Recipient:

As State Auditor, I urge you to take advantage of opportunities in the coming weeks to participate in free training related to the ARRA (American Recovery and Reinvestment Act of 2009). This training is key to successfully and legally managing your ARRA funds. I am requesting that you forward this notice to the individual within your organization who is charged with the responsibility of overseeing and reporting the use of your ARRA funds.

This training, which will be conducted by my staff and is approximately three hours long, is designed for any "Prime Recipient," as defined in ARRA guidelines, which is receiving or expending ARRA funds from direct or indirect grants or loans. There are five training locations state-wide that will be available on a first come, first served basis (please see attached sheet for dates and locations).

This training will cover topics such as ARRA contract requirements, jobs reporting requirements, quarterly reporting requirements, state and federal reporting guidelines, applying for grants, record keeping and more. This training will also explain State guidelines and will offer you a chance to speak with representatives about auditing, reporting and many other topics related to ARRA.

Due to space limitations, I request that you send no more than two (2) people to the training. Should you have questions regarding times, dates and locations, please call the numbers listed on the next page. If you have questions related to the agenda or training (which will be posted to the OSA website—www.osa.state.ms.us—prior to the first training date), please contact this office. You can reach us at (800)321-1275.

Serving Mississippi Together,

A handwritten signature in black ink, reading "Stacey E. Pickering", is written over a light blue rectangular background.

Stacey E. Pickering



MS Office of the State Auditor
American Recovery and Reinvestment Act of 2009 (ARRA) Training Workshops

1. **August 26—Biloxi** TWO (2) Sessions beginning at 9:00 AM and 1:00 PM
MSU Coastal Research and Extension Center
1815 Popps Ferry Road
Biloxi, MS 39532
PH: 228-388-4710
GEO: N 30 26 29.89395, W 88 56 37.35608
<http://coastal.msstate.edu>

2. **September 2—Verona** TWO (2) Sessions beginning at 9:00 AM and 1:00 PM
North Mississippi Research and Extension Center
5421 HWY 145 S
Verona, MS 38879
PH: 662-566-2201
<http://msucares.com/nmrec/contact/verona.html>
When entering the Tupelo or Verona area on HWY 45 (North or South), take the Brewer exit and follow the signs to the Lee County Agri-Center. From HWY 45, go less than one mile and turn Right on HWY 145 (you will be going North). Facilities are on the left just before the Agri-Center which is also on the left.

When entering the Tupelo/Verona area from the West (Ex. Pontotoc, Oxford, etc.), use HWY 6. Go to the center of Tupelo at Crosstown, then turn Right on Gloster (you will be going South). After about five (5) miles, and after going through most of Verona, you will pass the Agri-Center on the right. The facilities are immediately after on the Right from this direction.

3. **September 3—Starkville** ONE (1) session beginning at 9:00 AM
MSU BOST Extension Center
On the campus of Mississippi State University
www.msucares.com
Please call 662-325-3141 for directions.

4. **September 8—Stoneville** ONE (1) session beginning at 1:00 PM
MSU Delta Research and Extension Center
82 Stoneville Road
Stoneville, MS 38776
PH: (662-686-9311)
<http://msucares.com/drec/contact/index.html>
From Hwy 82 in Leland: At the four-way stop and intersection of HWY 82 and Old Highway 61/Broad St., turn North into Leland. Then, at the first traffic light (about one mile), turn left and follow North West Deer Creek Drive into Stoneville.

5. **September 16—Jackson** ONE (1) session beginning at 1:00 PM
Mississippi Public Broadcasting Auditorium
Education and Research Center
3825 Ridgewood Road
Jackson, MS 39211
www.etv.state.ms.us
Please call the OSA Technical Assistance Division for Directions at 1-800-321-1275.