

Bell, Tammi [DOT]

From: Bell, Tammi [DOT]
Sent: Tuesday, April 28, 2009 1:30 PM
To: Bell, Tammi [DOT]
Subject: Street Financial Report Training Classes

To: City Clerks

From: Tammi Bell, Office of Local Systems

Subject: Street Financial Report Training Classes

Date: April 23, 2009

Every year the Iowa DOT offers training classes for city personnel to attend in assisting on the completion of the Street Financial Report (SFR). They are being offered in June 2009. There will be no fee for attending any of the classes. All of the training classes are eligible to be used toward finance credits.

Since no changes have been made to the SFR since last year, all classes will be **beginner** classes; which will involve all the steps to complete the SFR from beginning to electronic submittal.

Experienced users are also welcome to attend any of the classes. The classes are a great opportunity for individuals who would like to be refreshed on the process, have questions, or have questions about information on the forms.

We will be offering a computer training class in our computer lab at the Iowa DOT complex in Ames, Iowa. The goal will be to offer some on-line assistance in accessing the report, completing the report, and submitting the report. Our computer lab only has 12 computers so this class is limited to only 12 people. There will be two classes; Morning Class and Afternoon Class. **This is an excellent opportunity for first timers.**

A class will be cancelled if not enough participants register; if so, a notification will be sent.

Click here to find out more about the Street Financial Report Training Classes
http://www.iowadot.gov/local_systems/publications/sfr/trainings.htm .

Thanks

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Mailings are available at the Local Systems Weekly Mailing web address -

http://www.iowadot.gov/local_systems/mailing/main_mailing.htm