

FY17 Budget Workshops



The Department of Finance and Administration (DFA) will be conducting a training class for MAGIC users that have never entered budgets in MAGIC and several workshops for agencies that need assistance in entering their FY17 budget in MAGIC.

Details about the class and workshops are listed below. To attend, you must call the MMRS Call Center at 601-359-1343 (Option 2) to sign up for a session. **We ask that each agency limit the total number of attendees to two to ensure that the maximum number of agencies may attend. Registration will be on a first come, first served basis.**

You must bring your FY17 budget information that needs to be entered to your session.

Budget Class & Workshop	
The only users that need to attend this class & workshop are individuals who have never entered budgets in MAGIC. The morning session will be a class to review the process and the afternoon session will be a workshop to provide assistance in entering your budget.	
Date:	Tuesday, May 10, 2016
Time:	8:30 am – 4:30 pm
Location:	Regions Building; Suite 1400

Budget Workshops	
If you have entered budgets in MAGIC before but need assistance in entering your FY17 budget you can attend one of the workshops below. Please only sign up for one of the sessions.	
Date:	Wednesday, May 11, 2016
Time:	8:30 am – 9:30 am 10:00 am – 11:00 am 11:30 am – 12:30 pm 1:00 pm – 2:00 pm 2:30 pm – 3:30 pm 4:00 pm – 5:00 pm
Location:	Regions Building; Suite 1400

Parking Information	
Location:	Regions Building – 14 th Floor 210 East Capitol Street Jackson, Mississippi 39201
Parking:	You can park in the Regions parking garage (enter off Amite Street). There is also metered parking around the building. <u>DFA does not validate parking.</u> You can also park on the 6 th level or above of the Robert E. Lee Parking Garage and walk to the Regions building. If you are going to park in the Robert E. Lee Parking Garage please tell the Call Center agent when you make your reservation. They will email you a parking decal to be placed in your vehicle.