

Barbara A. Dugan, AIF® , CPFA, FPQP™
Brochure Supplement
(Part 2B of Form ADV)
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ProVise Management Group, LLC
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This brochure supplement provides information about Barbara A. Dugan that supplements the ProVise Management Group, LLC (“ProVise”) brochure. You should have received a copy of that brochure. Please contact V. Raymond Ferrara, Chief Compliance Officer at (727) 441-9022 or info@provise.com if you did not receive ProVise’s brochure or if you have any questions about the contents of this supplement.

Additional information about Barbara A. Dugan is available on the SEC’s website at www.sec.gov/investor/brokers.htm.

The information in this brochure supplement has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Educational Background and Business Experience

Barbara Dugan was born in 1968. She graduated from the University of Florida with a Bachelor of Art's degree in History. In the years to follow, she obtained her Accredited Investment Fiduciary® (AIF®), Certified Plan Fiduciary Advisor (CPFA) and Financial Paraplanner Qualified Professional™ (FPQP™), designations. These designations are explained in further detail below:

- Accredited Investment Fiduciary™ (AIF®) – The AIF® designation is granted by fi360, formerly known as the Center for Fiduciary Studies (866-390-5080, www.fi360.com), Those who earn the AIF® mark, successfully complete a specialized program on investment fiduciary standards of care, pass a comprehensive examination and attest to a Code of Ethics. The AIF® designation represents a thorough knowledge of and ability to apply the fiduciary Practices. Through fi360's AIF Training programs, AIF® designees learn the Practices and the legal and best practice framework they are built upon. AIF® designees have a reputation in the industry for the ability to implement a prudent process into their own investment practices as well as being able to assist others in implementing proper policies and procedures. AIF® designees are qualified to conduct independent fiduciary reviews for nonprofit endowments and foundations, ERISA retirement plans, private family trusts and high net worth individuals. Continuing Education Requirements: six combined hours of continuing professional education each renewal year (at least four hours must be accumulated from fi360-produced sources).
- Certified Plan Fiduciary Advisor (CPFA) – The CPFA designation is granted by the National Association of Plan Advisors “NAPA” (703-516-9300, www.napa-net.org). Plan advisors who earn their CPFA demonstrate the expertise required to act as a plan fiduciary or help plan fiduciaries manage their roles and responsibilities. Successful candidates complete a required course of study and pass a proctored exam. Continuing Education Requirements – 20 hours every two years; two of which must be on an ethics/professionalism topic.
- Financial Paraplanner Qualified Professional (FPQP™) – Issued by the College for Financial Planning (800-237-9990, www.cffp.edu). Designees have completed a course of study encompassing the financial planning process, the five disciplines of financial planning, general financial planning concepts, terminology and product categories, and a three-month long internship. Additionally, designees must pass an end-of-course examination that tests their ability to synthesize complete concepts and apply theoretical concepts to real-life situations, and agree to their Standards of Professional Conduct. Continuing Education Requirements: 16 hours every two years.

In 2000, Barbara worked as a Manager/Supervisor in the Mutual Fund department at Raymond James Financial in St. Petersburg, FL until the birth of her son. In 2004, she went back to work as a Realtor for Keller Williams Realty in Palm Harbor, FL.

In 2008, Barbara joined Trademark Capital Management in New Port Richey, FL to pursue her desire to get back into financial and retirement planning. Barbara joined ProVise Management Group, LLC (“ProVise”) as a Client Service Representative in April 2013. After passing her Series 65 Investment Advisory license, Barbara was promoted to an Investment Advisory Representative of ProVise.

Disciplinary Information

NONE

Outside Business Activities

NONE

Additional Compensation

NONE

Supervision

ProVise has established a system of compliance and supervision we believe is reasonably designed to oversee the activities of Barbara Dugan in accordance with applicable law. Ray Ferrara, Chairman/CEO and CCO, is her designated supervisor. Ray (and/or his designee) monitors Barbara’s activities throughout our client relationship management system and with frequent office interactions.

Ray Ferrara may be contacted via email at ferrara@provis.com or via phone at 727-441-9022, ext. 232. Ray’s designee, Marianne Commorato, may be contacted via email at commorato@provis.com or via phone at 727-441-9022, ext. 234.