



U.S. Virgin Islands

New Grantee Orientation and Grants Management Techniques

2-day In-Person Course



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COURSE DESCRIPTION

The New Grantee Orientation and Grants Management Techniques module offers comprehensive training for managing federal grant funds and is designed for new and experienced grant managers. This module begins with an in-depth exploration of the administrative requirements necessary for non-federal entities, emphasizing financial management requirements to ensure fiscal responsibility, budget planning, and accurate financial tracking. It also addresses procurement requirements, guiding participants in the acquisition of goods and services while adhering to federal guidelines and reporting requirements to prepare for effective grant reporting and compliance with federal standards. The module delves into performance management and monitoring. Participants will learn a systematic approach to achieving program goals and managing resources efficiently. This includes practical strategies for developing and implementing a monitoring function as mandated by 2 CFR 200, identifying monitoring issues, and employing tools for both grantors and recipients. Additionally, the module is aligned with competencies identified by the Office of Personnel Management (OPM) for successful grant management outcomes.

WHAT YOU WILL LEARN:

At the completion of this course, you will be familiar with the administrative requirements for non-federal entities. We will address:

- Understand the grantee’s basic roles and responsibilities for effective grant management
- Define common types of grants and grant-related terminology
- Interpret common administrative, reporting, and financial requirements
- Appropriately procure goods and services to support grant performance
- Explain basic grant auditing and close-out procedures

WHO SHOULD ATTEND

This course is designed for U.S. Virgin Islands Department of Health employees and recipients of grants from the U.S. Virgin Islands Department of Health. This course is intended for grantees of federal funds either as a direct recipient or as a sub-recipient. The attendees should be individuals managing and administering grants involving federal funds.



September 3-4, 2024



12 CPE Credit Hours



On-Site Delivery



U.S. Virgin Islands



Location: TBD



ADD TO CALENDAR

<https://evt.to/eeehgmdmw>

Contact: Dulce Mendoza



SEND EMAIL

info@pitiviti.org

TUITION FEES

With funding from the Association of State and Territorial Health Officials (ASTHO), courses are available free of charge to US Virgin Islands Department of Health personnel and selected community-based organizations. The course fee is waived and there is no cost to register and to attend. If you have any questions, please contact info@pitiviti.org.

COURSE DATE AND TIME

This course will take place in the U.S. Virgin Islands on:

Tuesday	September 3, 2024	from 8:00 am – 5:00 pm
Wednesday	September 4, 2024	from 8:00 am – 12:00 pm

INSTRUCTOR

Bob Adachi

Bob Adachi graduated from the University of California at Berkeley's Haas School of Business and began his Federal career with the Internal Revenue Service. Bob then joined the Environmental Protection Agency Office of the Inspector General and has been involved in every type of audit conducted within the OIG, ranging from performance audits to financial audits of grantees and EPA direct contractors. He has also assisted the Office of Investigations in connection with grant and contract-related fraud.

Bob has been the recipient of numerous awards, including:

- President's Council for Integrity and Efficiency (PCIE) Awards for Excellence
- Council of the Inspectors General on Integrity and Efficiency (CIGIE) Awards for Excellence
- EPA Gold Medals for Commendable Service to the Agency
- OIG Honor Award for Exceptional Contributions

Bob was the Director of Forensic Audits for the EPA Office of Inspector General from October 2008 till his retirement in October 2015.

Bob has been an instructor for the Council of Inspectors General for Integrity and Efficiency, the Association of Government Accountants (AGA), and Graduate School USA. Bob has made presentations to various organizations, including the AGA, the Association of Certified Fraud Specialists, the Northwest and Western Intergovernmental Audit Forum, and numerous government conferences and training courses.

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