



## COURSE DESCRIPTION

The Grants Management Overview course will provide updated information about grants guidance, including the responsibilities of recipients and key tasks that must be completed during the project period. This course will be most informative for administrative and program staff who do not have extensive experience in grants management.

This 3-day virtual course will provide updated information about how to be successful in the implementation of grants using the uniform guidance and grantor guidance. Participants will learn how to better understand funding opportunity announcements and notices of award as well as learn about common audit findings and how to address them.

The structure of this course calls for 2-hour daily virtual sessions over a three-day period.

## WHAT YOU WILL LEARN

After successful completion of this course, participants should be able to:

- Interpret grant guidance
- Understand the key roles and responsibilities of grantor staff and recipients.
- Perform tasks during the lifecycle of the grant
- Implement effective strategies for grant management
- Prevent audit findings

## WHO SHOULD ATTEND

This training is most relevant for staff who are involved in the programmatic and/or financial management of grants.

## TUITION FEES

With funding support from the United States Department of the Interior, Office of Insular Affairs, courses are available free of charge for government accountability professionals within the insular areas. The course fee is waived and there is no cost to register and attend. Professionals who do not meet the above criteria, please contact [info@pitiviti.org](mailto:info@pitiviti.org).



**June 28-30, 2022**

June 27-29, 2022 (for American Samoa, Hawaii, US Virgin Islands)



**6 CPE Credits**



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## COURSE DATE AND TIME

This course will take place from June 28 to June 30, 2022 (Guam time). Specific training times for each jurisdiction follow below:

	Palau	June 28 - 30, 2022	9:00 a.m. – 11:00 p.m.
	CNMI, Chuuk, Yap, Guam	June 28 - 30, 2022	10:00 a.m. – 12:00 p.m.
	Kosrae, Pohnpei	June 28 - 30, 2022	11:00 a.m. – 1:00 p.m.
	RMI	June 28 - 30, 2022	12:00 p.m. – 2:00 p.m.
	American Samoa	June 27 - 29, 2022	1:00 p.m. – 3:00 p.m.
	Hawaii	June 27 - 29, 2022	2:00 p.m. – 4:00 p.m.
	US Virgin Islands	June 27 - 29, 2022	8:00 p.m. - 10:00 p.m.

## INSTRUCTOR

### David Rykken

David Rykken has more than 20 years of experience in public service working with all levels of government. He has worked for HHS at headquarters in DC for the last 12 years as a Supervisory Management Analyst, a Senior Emergency Management Specialist and a Supervisory Public Health Advisor.

Prior to working for HHS, David was the Chief of the Ancillary Services in the Republic of Palau. In addition to his experience in health care administration, he has spent several years doing overseas development work in African and Asian countries and has taught business and English courses in Indonesia, Thailand, and Turkey.

David has a Postgraduate Diploma in Public Health Leadership and Management from the Fiji School of Medicine, an MPH in Policy and Administration from the University of North Carolina and a Diploma from the United States Naval War College as well as a BA from St. Olaf College and a teaching certification in ESL.

David has organized and conducted HSEEP, NIMS, OSHA, Hazmat, Grants Management, First Responder, Communications, and other competency-based trainings. He has taught all of the Graduate School courses that lead to the Certificate in Grants Management and stays current on issues related to oversight and monitoring of contracts and grants.

