

 Saint Thomas, U.S. Virgin Islands

Grants Management Overview in the USVI

 5 day course

COURSE DESCRIPTION

The Grants Management Overview course will provide updated information about grants and cooperative agreements, including the responsibilities of recipients and key tasks that must be completed during the project period. This course will be informative for administrative, finance and program staff from organizations that are involved with grant implementation. It will also be relevant for new staff on existing grants who do not have extensive experience in grants management.

This 5-day half day (Mornings) course will provide information about the how to implement grants and put internal controls in place. You'll learn how to find resources and learn about what is necessary to stay in compliance managing grants. This course "builds" from each day to the next. Participants should plan to attend the entire course or risk becoming lost because they have skipped a session. There will be opportunities to create grants management tools as well as do program assessments. There will also be afternoon session available for offices who have specific technical assistance requests.

WHAT YOU WILL LEARN

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

- Understand the key roles and responsibilities of grantor staff and recipients.
- Describe organizational processes that must be put in place to effectively manage the grant.
- Be aware of the tasks that must be performed during the lifecycle of the grant
- Implement effective strategies for managing your grant
- Execute post-award amendments
- Understand the financial requirements for implementing grants
- Complete a continuation application (Forms, Budget and Progress)
- Gain awareness on how to update their project/program narrative
- Locate federal regulations applicable to grant recipients
- Identify common financial management issues
- Get updates on reporting and audit requirements



August 15-19, 2022
8:00 a.m. – 11:45 a.m.



20 CPE Credit



TBD
St Thomas,
US Virgin Islands



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SEND EMAIL

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WHO SHOULD ATTEND

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

HEALTH & SAFETY PROTOCOLS

For all on-site training in the insular areas, the Graduate School USA's Pacific and Virgin Islands Training Initiatives (PITI-VITI) works closely with local training hosts to ensure that participants, instructors, and training support staff enjoy a safe learning experience. Full details of our health and safety guidelines are available [here](#). Please contact us at info@pitiviti.org with any questions.

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.

COURSE DATE AND TIME

This course will take place on July 11-15, 2022 (AST). Specific training time is below:

US Virgin Islands August 15-19, 2022 8:00 a.m. – 11:45 a.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.

