

# Project Management Essentials for Grants

 2 Day In-Person Course



## COURSE DESCRIPTION

Project management involves leading a team to achieve specific goals and meet success criteria within a set timeframe. The main challenge is to accomplish all project goals while working within constraints such as scope, time, and budget. These details are usually outlined in project documentation created at the start of development. Another challenge is to optimize input allocation to meet pre-defined objectives.

This two-day course teaches program management techniques to improve grant implementation. You'll learn time-tested strategies and practical tools to effectively scope projects, allocate resources, and stay within budget and timelines.



## WHAT YOU WILL LEARN

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

- Understand the core concepts that apply to a Product Manager role
- Know the difference between Product Management & Project Manager
- Help lead a product Team and learn how your team contributes to the success of a grant
- Improve your relationship with stakeholders in your job as a grant Manager
- Implement tools that are used for project management



## WHO SHOULD ATTEND

This training is most relevant for staff involved in a grant's programmatic implementation.



## 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).



**July 24 -25, 2023**  
9 a.m. -12 a.m. & 1-3 p.m.



**10 CPE Credit**



**In-Person Delivery**



**On-site,  
US Virgin Islands**



**REGISTER NOW**

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**SEND EMAIL**

Contact: Somere A. Webber

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## COURSE DATE AND TIME

This course will take place on July 24-25, 2023, USVI time.

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*Monday -Tuesday                      July 24-25, 2023                      9:00 a.m. – 12:00 p.m. and 1:00-3:00 p.m.*

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The structure of this course is 3-hour morning sessions over a two-day period followed by 2-hour afternoon workshops. This 2-day workshop will provide information about how to improve work plans through clear writing.



## INSTRUCTORS

### David Rykken, MPH

With over 20 years of experience in public service at various levels of government, David Rykken has been serving as a Supervisory Management Analyst, a Senior Emergency Management Specialist, and a Supervisory Public Health Advisor at the HHS headquarters in DC for the past 15 years. Prior to joining the HHS, he served as the Chief of the Ancillary Services in the Republic of Palau. David has also worked as a healthcare administrator in African and Asian countries and taught business and English courses in Indonesia, Thailand, and Turkey. He holds 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. Additionally, he has a BA from St. Olaf College and a teaching certification in ESL.

David is experienced in conducting various training programs such as HSEEP, NIMS, OSHA, Hazmat, Grants Management, First Responder, Communications, and others. He has also taught all of the Graduate School courses leading to the Certificate in Grants Management and is well-versed in issues related to oversight and monitoring of contracts and grants.

