Course Title: Introduction to Grants & Cooperative Agreements for Federal Personnel
Course #: 2040
Duration: 3 Days
Delivery Method: Instructor-led live classroom
Alternative Delivery Methods: Instructor-led online (synchronous)

1. What business or organizational need does this course address?

Federal personnel who award and manage grants and cooperative agreements need a complete understanding of the Federal grants lifecycle. This includes recognizing the legal basis for issuing Federal financial assistance and all the responsibilities that come with it. From preaward through closeout, knowing the fundamentals enables you to more effectively issue Federal financial assistance. This is a core course in the Federal Track of the GMCP™ and is frequently scheduled with Monitoring Grants and Cooperative Agreements for Federal Personnel.

2. Who should attend?

Federal agency officials who award or oversee grants and cooperative agreements, including grants management specialists, project officers, and agreements technical representatives, will benefit from this course.

3. What will I learn how to do in this course?

- Describe the basic concepts, key players, and legislative and budgetary foundations of Federal assistance
- Review the governmentwide program announcement template and the process of maintaining grant documentation
- Explore the technical review process for applications
- Explain pre-award requirements including negotiable terms and conditions on a grant and the process of notifying recipients
- Review technical assistance, prior approvals, and post-award administration requirements
- Determine the appropriate course of action at the end of and beyond the grant period

4. What kinds of activities are included in this course?

Individual and small-group exercises, lecture, discussion, and case study
5. Are there prerequisites for this course?

There are no prerequisites for this course.

6. Do I have to complete any prework for the course?

There is no prework required for this course.

7. Is this course applicable toward a professional certification?

No, this course is not applicable toward a professional certification. However, many Management Concepts courses do prepare you for professional certification programs. Click here to see a full list of professional certification programs that are supported by Management Concepts training courses.

8. Does this course count for credit toward a Management Concepts Certificate Program?

This is a core course in the following program(s):
- Department of Education Grants Management Certificate Program
- GMCP Federal Track

This is an elective course in the following program(s):
- Business Analysis and Requirements Management Master Track
- Project Management Master Track
- Agile Master Track
- Program Management Certificate Program

9. What credits do I earn by completing this course?

The following credits are available for this course:

- NASBA CPEs: 24
- NASBA Field of Study: Specialized Knowledge
- NASBA Level: Basic
- CEUs: 1.9
- CLPs: 24
10. What course(s) do you recommend after I complete this course?

- Monitoring Federal Grants and Cooperative Agreements for Federal Personnel
- Uniform Administrative Requirements for Federal Grants: 2 CFR 200 (Subparts A through D)
- Cost Principles for Federal Grants: 2 CFR Part 200 (Subpart E) and FAR 31.2