

# Purchasing Under FEMA Awards

## Training Schedule: February – June 2022

---

FEMA's Grant Programs Directorate (GPD) is offering a series of **one-hour trainings** on the federal procurement rules applicable to recipients and subrecipients when purchasing in support of a FEMA grant award or declaration. These virtual trainings will be facilitated by GPD's Procurement Disaster Assistance Team (PDAT) and will be offered on most Wednesdays from February through June 2022. The trainings are 1-hour long and will cover a variety of procurement under grant concepts, frequent compliance issues, and will highlight a variety of resources, including the recently published [PDAT Field Manual](#). The various training descriptions are below:

- **Standard Procurement Under Grant (PUG) Training** – Provides an overview of the federal procurement under grant rules for recipients and subrecipients when purchasing under a FEMA grant.
- **Top 10 Procurement Under Grant Mistakes** – Introduces the 10 most frequent procurement noncompliance issues as reported by the Office of the Inspector General (OIG) and lists available resources to help avoid these mistakes.
- **Exigency or Emergency (E&E) Training** – Educates recipients and subrecipients on the federal procurement rules applicable when purchasing during exigency or emergency circumstances.
- **Prepare Before a Disaster** – Focuses on contracting actions recipients and subrecipients can take to prepare before a disaster strikes and addressing the procurement rules applicable during these times.

## Target Audience

This training is appropriate for FEMA award recipients and subrecipients, including state, local, tribal, and territorial government personnel; nonprofit organization staff; eligible private entities; and other non-Federal entities. This training is also appropriate for FEMA staff.

## Delivery Format

Online training through Adobe Connect. If you have never used this platform, please [test your connection in advance here](#). Training dates and access information are provided below in the Training Schedule.

To register for any of the trainings listed below, please select “register here” for the day of training you would like to attend. There is no limit to the number of participants in each training.

# Procurement Under Grants Training Schedule

Training Date	Name of Training	Time	Training Link	Telephone Conference Code
2/16/2022	Standard PUG Training	11 a.m. (EDT)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
2/23/2022	Top 10 Mistakes	2 p.m. (EDT)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
3/2/2022	Exigency & Emergency Circumstances	3 p.m. (EDT)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
3/9/2022	Prepare Before a Disaster	11 a.m. (EDT)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
3/16/2022	Standard PUG Training	2 p.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
3/23/2022	Exigency & Emergency Circumstances	3 p.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
4/6/2022	Top 10 Mistakes	11 a.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
4/13/2022	Standard PUG Training	2 p.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
4/20/2022	Exigency & Emergency Circumstances	11 a.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330

Training Date	Name of Training	Time	Training Link	Telephone Conference Code
				<b>Access Code:</b> 428092#
5/4/2022	Standard PUG Training	11 a.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
5/11/2022	Prepare Before a Disaster	4 p.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
5/18/2022	Top 10 Mistakes	2 p.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
6/8/2022	Exigency & Emergency Circumstances	11 a.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
6/15/2022	Prepare Before a Disaster	2 p.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#
6/22/2022	Standard PUG Training	11 a.m. (EST)	<a href="#">REGISTER HERE</a>	<b>Phone Number:</b> 1-800-320-4330 <b>Access Code:</b> 428092#

## Other Resources You Can Explore

- [PDAT Website](#)
- [PDAT Field Manual](#)
- [PDAT Resources Library](#)
- [Public Assistance Policy, Guidance, and Fact Sheets Website](#)
- [Fact Sheet - Procurement Under Grants: Exigency or Emergency Circumstances](#)
- [Prepare Before a Disaster Fact Sheet](#)

- [Top 10 Procurement Under Grants Mistakes](#)
- [PDAT Contract Provisions Guide](#)
- [How to Avoid the Top 10 Procurement Under Grants Mistakes Fact Sheet](#)
- [Procurement Rules for FEMA Awards Issued on or After November 12, 2020](#)

For additional information and trainings on the Federal procurement standards, please visit the PDAT website at [www.fema.gov/grants/procurement](http://www.fema.gov/grants/procurement).