FEMA TRAINING OPPORTUNITY:

COVID-19 Guidance:
Federal Standards for Conduct
Proper Procurements Using
Federal Grant Funds

The Federal Emergency Management Agency (FEMA) provides financial assistance to states, territories, tribes, local governments, nonprofits, institutions of higher education, and other non-Federal entities. All FEMA grant programs are subject to the Federal procurement standards found at 2 C.F.R. §§ 200.317 – 200.326.

This 1-hour training will help participants understand how to comply with Federal procurement requirements when procuring goods or services during emergency or exigent circumstances. Compliance with these standards is required as a condition of being eligible for FEMA reimbursement of costs.

Target Audience:

Procurement staff and emergency management personnel of State, local, and tribal governments, houses of worship, and private nonprofit entities.

Topics include:

Sole sourcing under Emergency or Exigency (E&E) circumstances; additional procurement requirements under E&E; use of pre-existing contracts during E&E

Delivery Format:

Online training through Adobe Connect. If you have never used this platform, please test your connection in advance:
Training dates and access information are provided below. The phone conference bridge can accommodate up to 500 participants. To maximize capacity, please join as a group if able to do so while maintaining social distancing. Additional sessions will be available in the future.

**FEMA Region 4 (AL, FL, GA, KY, MS, NC, SC, TN) Training Schedule:**

<table>
<thead>
<tr>
<th>Training Date</th>
<th>Time</th>
<th>Training Link</th>
<th>Telephone Conference Code</th>
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</table>
| 3/31/2020     | 11:00 AM (EDT) | CLICK HERE    | Phone Number: 1-888-270-9936  
|               |             |               | Access Code: 101-7496       |
| 4/7/2020      | 11:00 AM (EDT) | CLICK HERE    | Phone Number: 1-888-270-9936  
|               |             |               | Access Code: 101-7496       |

**Resources You Can Use Now (click to view the document):**

- COVID-19 Memo: Procurement Under Grants Conducted Under Emergency or Exigent Circumstances
- COVID-19 Fact Sheet: Procurements Under Grants During Periods of Exigent or Emergency Circumstances
- Contract Provisions Template
- PA Reasonable Cost Evaluation Job Aid
- Top Ten Procurement Mistakes

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