

Purchasing Under FEMA Awards

Training Schedule: January – June 2024

FEMA's Grant Programs Directorate (GPD) is offering a series of **one-hour trainings** on the federal procurement rules applicable to recipients and subrecipients purchasing under a FEMA grant award. These virtual trainings are facilitated by GPD's Procurement Disaster Assistance Team (PDAT) and offered on various dates from January through June 2024. The trainings cover a variety of procurement under grant concepts, frequent compliance issues, and highlight a variety of user-friendly resources. The various training descriptions are below:

- **Standard Procurement Under Grants (PUG) Training** – Provides an overview of the federal procurement under grants rules for recipients and subrecipients when purchasing under a FEMA grant.
- **Exigency or Emergency (E&E) Training** – Educates recipients and subrecipients on the federal procurement under grants 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.
- **Procurement Under Grant (PUG) Training- Mitigation Grants** – Provides an overview of the federal procurement under grant rules for recipients and subrecipients when purchasing under a FEMA mitigation grant.

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

These virtual trainings will be delivered using Adobe Connect. These virtual trainings will be delivered using Adobe Connect. In advance of a training, please [test your connection 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
1/25/2024	Standard PUG Training	1:00 p.m. (EST)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
2/1/2024	Exigency or Emergency Circumstances	2:00 p.m. (EST)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
2/15/2024	Standard PUG Training-Mitigation Grants	1:00 p.m. (EST)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
2/20/2024	Exigency or Emergency Circumstances	1:00 p.m. (EST)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
3/7/2024	Standard PUG Training	2:00 p.m. (EST)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
3/12/2024	Standard PUG Training-Mitigation Grants	1:00 p.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
3/19/2024	Standard PUG Training	11:00 a.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
3/28/2024	Exigency or Emergency Circumstances	2:00 p.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#

Training Date	Name of Training	Time	Training Link	Telephone Conference Code
4/9/2024	Prepare Before a Disaster	1:00 p.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
4/23/2024	Standard PUG Training	11:00 a.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
5/1/2024	Exigency or Emergency Circumstances	2:00 p.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
5/14/2024	Standard PUG Training- Mitigation Grants	11:00 a.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
5/24/2024	Exigency or Emergency Circumstances	11:00 a.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
5/30/2024	Standard PUG Training	1:00 p.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
6/11/2024	Prepare Before a Disaster	11:00 a.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
6/20/2024	Standard PUG Training	2:00 p.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#
6/27/2024	Exigency or Emergency Circumstances	1:00 p.m. (EDT)	REGISTER HERE	Phone Number: 1-800-320-4330 Access Code: 428092#

Other Resources You Can Explore

- [PDAT Resource Library](#)
- [PDAT Field Manual](#)
- [PDAT Contract Provisions Guide](#)
- [Roadmap to Procurement Compliance](#)
- [State Entity Fact Sheet](#)
- [Emergency and Exigency Fact Sheet](#)
- [Common Mistakes to Avoid for Non-State Entities Fact Sheet](#)
- [Prepare Before a Disaster Fact Sheet](#)

For additional information and trainings on the Federal procurement standards, please visit the PDAT website at www.fema.gov/grants/procurement.