

FAHP Grants Management Training FHWA - Resource Center - Financial Services Team City, ST

Training Purpose: To provide comprehensive instruction and interactive discussion on the Federal-aid Highway Program (FAHP), highway funding, and the Uniform and Programmatic requirements associated with administering FHWA grants/projects.

Recommended Audience: Personnel from the FHWA, State DOTs, MPOs, local agencies and any other non-Federal entity personnel that administer and/or work on FHWA grants/projects (e.g., engineers, finance/accounting staff, planners, and program/project managers).

When: TBD

Time: 1st Day: 8:00AM to 4:30PM
2nd Day: 8:00AM to 4:30PM

Length: 15 Hours (2 Days)

Cost: Free (no charge for participants, but we ask that the host print the participant workbooks for all participants)

Learning Outcomes:

- Identify and explain key terms, concepts, and definitions;
- Understand how FHWA programs are structured and funded;
- Describe the requirements of stewardship and oversight and subrecipient monitoring;
- Understand the Federal-aid Highway Program Authorization Process;
- Explain State DOT, Local, and MPO roles and responsibilities in managing FHWA grants/projects;
- Describe how the Administrative and Programmatic Requirements (2 CFR Part 200 and 23 CFR, 49 CFR) apply to the administration and management of FHWA grants/projects (e.g. allowable vs. eligible cost, cost principles, procurement standards, financial standards, audits, etc.);
- Understand the FHWA Project Funds Management policy; and
- Apply training concepts and principles in classroom exercises.

Participant Workbook:

- Presentation slides with space for notes
- Acronyms and Definitions
- Additional resources (FHWA Policies, FAHP worksheets, Federal share, etc.)
- Examples and exercise worksheets

Agenda

Day 1

8:00 AM - 9:00 AM	Module 1: Welcome/Introductory Remarks, Training Overview, Introductions, and Logistics
9:00 AM - 10:00 AM	Module 2: Introduction to the Federal-aid Highway Program (FAHP)
10:00 AM - 10:15 AM	BREAK
10:15 AM - 11:30 AM	Module 3: Introduction to Funding in FHWA
11:30 PM - 12:30 PM	LUNCH
12:30 AM - 1:00 PM	Module 4: Laws, Statutes, Regulations and Policies
1:00 PM - 1:30 PM	Module 5: Introduction to the Uniform Guidance (2 CFR 200)
1:30 PM - 2:45 PM	Module 6: 23 USC 106, Stewardship and Oversight, and Subrecipient Monitoring
2:45 PM - 3:00 PM	BREAK
3:00 PM - 4:00 PM	Module 7: FAHP Authorization Process and Project Lifecycle
4:00 PM - 4:30 PM	Summary and Wrap-Up of “Day 1”

Agenda

Day 2

8:00 AM - 8:30 AM	Re-Cap of “Day 1” and Overview of “Day 2”
8:30 AM - 10:30 AM	Module 8: Administrative and Programmatic Standards for FAHP Projects
10:30 AM - 10:45 AM	BREAK
10:45 AM - 11:30 AM	Module 9: Cost Principles (2 CFR 200, Subpart E)
11:30 AM - 12:30 PM	LUNCH
12:30 PM - 2:00 PM	Module 9 continued: Cost Principles (2 CFR 200, Subpart E)
2:00 PM - 2:15 PM	BREAK
2:15 PM - 3:00 PM	Module 10: Single Audit Requirements (2 CFR 200, Subpart F)
3:00 PM - 4:00 PM	Module 11: FHWA Monitoring and Oversight Activities
4:00 PM - 4:30 PM	Module 12: Training Wrap-Up and Evaluations