

**U.S. Department of Energy - Oak Ridge Office**  
**Human Capital Assessment Group**  
**Training Course Bulletin**

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**Course Name:** FEDERAL FINANCIAL ASSISTANCE  
**Course Number:** 000085  
**Session Number:** 0017

**Description:** This course gives the participant a foundation in the processes and applications of Federal financial assistance. Target audience is personnel with relatively little prior experience or training in financial assistance.

Participants will learn: the different ways that Federal dollars are dispensed within DOE (acquisitions versus assistance), and that the choice is one that requires exercise of the relevant laws and regulations; the requirements for preparing a Funding Opportunity Announcement; the process for negotiating and awarding a Federal financial assistance instrument and the basic topics involved with award administration (recipient cash, management requirements, prior approvals, retention of and access to records, audit procedures, handling suspensions and termination).

**Audience:** Procurement & Finance Personnel  
**Vendor:** Colleague Consulting LLC  
**Instructor:** Jerry Zimmer  
**Date(s):** July 6-10, 2009  
**Time:** 8:30 a.m. – 5:00 p.m.  
**Location:** Oak Ridge Federal Office Building, Room G059  
**Slots:** 30  
**Cost:** Funded by EE

To register:

Federal employees should access the HCAG homepage and forward a completed electronic Training Request Form <http://www.ornl.gov/tdd/tddreq.htm>

For additional information, call (865) 576-1082.

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