

RAIN-2019-G08

Waiver from Grants Management Training for Non-Profit Applicants and Recipients Requirement in EPA Order 5700.8 and the Announcement of Availability of New EPA Grants Management Training for Applicants and Recipients

Date: July 16, 2019

Purpose: This Recipient/Applicant Information Notice (RAIN) informs recipients and applicants of the approved waiver that eliminates the requirement in EPA Order 5700.8 that non-profits applicants and recipients completed the Grants Management Training for Non-Profit Applicants and Recipients prior to receiving EPA grant funds.

This RAIN also notifies recipients and applicants of an updated comprehensive grants management training that is now available.

Policy Summary: EPA has approved a waiver to Section 19.0, Roles and Responsibilities, of EPA Order 5700.8 to eliminate the requirement that Grants Management Offices (GMOs) ensure non-profits take the Grants Management Training for Non-Profit Applicants and Recipients prior to receiving EPA grant funds. This waiver also eliminates the term and condition which required recipients to maintain their training certification by completing it every three (3) years and when there are personnel changes. Beginning July 3, 2019, training specific to non-profits is no longer available or mandatory for EPA grant award recipients prior to receiving EPA grant funds. And, non-profits are no longer required to maintain their certifications.

Additionally, the Office of Grants and Debarment (OGD) is announcing the availability of a new EPA Grants Management Training for Applicants and Recipients. This training covers the basics of applying for, and managing, an EPA assistance agreement. The content is divided into the six modules listed below. Knowledge checks are included throughout the modules to assist participants in gauging their mastery of the content.

Module 1, Introduction to EPA Grants

Module 2, Demonstrating Financial Management System and Internal Controls Capability

Module 3, Applying for a Grant

Module 4, Accepting a Grant Award

Module 5, Managing a Grant

Module 6, Closing Out a Grant

By taking this training, applicants and recipients will be well-equipped with the knowledge to properly apply for, and manage, EPA grants.

Background: Section 19.0, Roles and Responsibilities, of EPA Order 5700.8 requires GMOs to ensure non-profits complete mandatory Grant Management Training for Non-Profit Applicants and Recipients prior to recording an affirmation of acceptance in EPA's grants management system. OGD developed the following national term and condition applicable to all non-profit recipients:

Recipient acknowledges that two employees of this recipient organization must complete the mandatory on-line training, "EPA Grant Management Training for Non-Profit Applicants and Recipients." One person must be the project manager, or equivalent, for this assistance agreement. The other individual must be the person authorized to draw down funds for this assistance agreement. Both employees must complete the training prior to the receipt of any grant funds...

At the end of the course the recipient must sign and return the certificate of completion to the appropriate grants office. EPA will not release funds to the recipient until the required training is completed. Certifications must be maintained throughout the life of the agreement. The training must be completed every three (3) years by both employees and when there are personnel changes.

Since a signed affirmation of acceptance is no longer the means in which a recipient demonstrates its commitment to carry out an award, the requirement placed on GMOs in the Order is no longer relevant.

Further, OGD's current risk management approach to grants management is holistic in nature and does not target a specific entity type. OGD is replacing the non-profit training course with an updated optional grants management training for all applicants and recipients regardless of entity type. Since the new training is available to all applicants and recipients, it is no longer necessary to require training for only non-profit applicants and recipients.

An updated optional recipient training, EPA Grants Management Training for Applicants and Recipients, has been developed that applies to all applicant types and is recommended, but not mandatory, for applicants and recipients to take.

Related Resources:

[EPA Order 5700.8: EPA's Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards](#)

[EPA Grants Management Training for Applicants and Recipients](#)

[Waiver from Grants Management Training Requirement for Non-Profit Applicants and Recipients in EPA Order 5700.8, EPA Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards](#)