

Online Project Leaders Course (WSFR)

Type: Online training

Duration: Self-paced (estimate 6-8 hours)

Description:

This course is an online version of the Project Leaders Course (PLC). The online PLC provides a basic overview of grant requirements and processes for Wildlife and Sport Fish Restoration (WSFR) grant project leaders (state agency staff) with emphasis on the knowledge and use of the Service guidance, regulations, rules and supplemental documents in writing grant proposals, project statements, and annual performance reports. The course also covers practical issues relating to budgeting, compliance issues, inventory control, outreach and interaction with state and federal grant managers. Think of this course as a story with 10 chapters. Each chapter starts with instructions, a story snippet, and activities for you to do.

Who should take this course:

Persons responsible for planning, implementing, reporting and/or overseeing agency projects/activities receiving WSFR Program's grant funding.

Objectives:

- Understand and apply general and specific grant program related guidance.
- Describe the basic administrative and fiscal processes of WSFR Program's grants management.
- Describe the roles and responsibilities of the federal and state partners.
- Identify state and federal compliance issues related to WSFR Program's grants.
- Write project statements, grant narratives and reports.

Availability:

The online PLC provides an opportunity for those unable to participate in the live instructor-led Regional Project Leaders Courses to experience the course on your own time, pace and place. You can access this course and work on it at your convenience 24/7. There are no required weekly webinars. Expect to spend 8 hours total.

Hardware and Software Requirements:

You will need a laptop or desktop computer, an Internet connection that can handle videos, and a headset or a private place to listen. You will need MS Word, Adobe Acrobat, and a printer. For best results, use Google Chrome or Internet Explorer. The course will not work in Firefox.

Enroll:

An account is required to enroll in the Online Project Leaders Course. To request an account, please send an e-mail message with "Enroll in OPLC" in the subject line and *your first and last name* in the body of the email to fwfqfawiki@fws.gov. Expect a reply with enrollment instructions from WSFR staff within 2 business days.

Questions:

Contact [WSFR Training Branch](#) at 304-876-7927