

WSFR Training

Welcome to the WSFR Training

The purpose of the WSFR Training Program is to provide national training to develop basic and specialized grants management knowledge and skills resulting in the consistent and sensible application of regulations, processes, and decisions in the WSFR grant programs.

WSFR training courses inform and equip state and federal grant management staff members to deal effectively with grant management processes and issues.

The Training Program also maintains the [online WSFR Toolkit](#) for grant managers and grantees.

Course Catalog

Instructor-led Courses	<u>Type</u>	<u>Duration</u>
Advanced Grants Management (AGM)	Instructor-led	32 hours
Basic Grants Management (BGM)	Instructor-led	32 hours
Lands Course	Instructor-led	24 hours
Project Leaders Course (PLC)	Instructor-led	12 hours
Distance Learning and Online Courses	<u>Type</u>	<u>Duration</u>
Online Project Leaders Course	Online	Self-paced estimated 6-8 hours
Introduction to Wildlife and Sport Fish Restoration Program Learn about the Wildlife and Sport Fish Restoration program history and its legacy of conservation	Online	Self-paced estimated 30 - 45 minutes
The Grants Management Process Learn all phases of a WSFR grant through traversing the grant management process in a game board format	Online	Self-paced estimated 20-30 minutes
Online Virtual Learning Series	<u>Type</u>	<u>Duration</u>
WSFR Safety Margins Video Tutorial This tutorial explains how safety margins in the Wildlife Restoration (WR), Sport Fish Restoration (SFR), and State Wildlife Grants (SWG) financial assistance programs are calculated, as well as provides best management practices for recipients to minimize the potential for reverting funds under these programs.	Online	35 minutes
Completing the Budget Information for Non-Construction Programs (SF-424A) This tutorial explains how applicants of U.S. Fish & Wildlife Service financial assistance programs should complete the SF-424A when applying for non-construction grants and cooperative agreements. Click here to download a written version of the SF-424A tutorial.	Online	35 minutes
Completing the Federal Financial Report (SF-425) This tutorial explains how recipients of U.S. Fish & Wildlife Service awards should complete the SF-425 when reporting on the financial status of Federal and matching funds under financial assistance grants and cooperative agreements. Click here to download a written version of the SF-425 tutorial.	Online	29 minutes

Note: When viewing the on-line courses on a PC, it may be necessary to adjust your screen size depending on the web browser you use. For tablet users, it is best to open the URL link on your tablet and create a Bookmark on the Home Screen. Then click on the Home Screen bookmark to open the course.

Scheduled National Training Events

2019:

May 20 - 23, 2019 - Basic Grants Management (BGM) Course at NCTC in Shepherdstown, WV (Travel days are Sunday, May 19, and Friday, May 24)

[BGM Registration For- NCTC, Shepherdstown, WV \(May 20-23, 2019\)](#)

June 10 - 13, 2019 - Advanced Grants Management (AGM) Course - Portland, OR

[AGM Registration For Portland, OR \(June 10-13, 2019\)](#)

October 7 - 10, 2019 - Advanced Grants Management (AGM) Course - NCTC, Shepherdstown, WV

[AGM Registration For NCTC, Shepherdstown, WV \(October 7-10, 2019\)](#)

October 28-31 - Basic Grants Management (BGM) Course, Lakewood, Colorado

[Western BGM Registration For Lakewood, CO \(October 28-31,2019\)](#)

[Contact us](#) about your grant management training needs.

The U.S. Fish and Wildlife Service is committed to providing access to courses (events) for all participants. For classes held at NCTC, please direct all requests for sign language interpreting services, close captioning, or other accommodation needs to Julie Schroyer, 304-876-7927, julie_schroyer@fws.gov, TTY 800-877-8339.

WSFR Training Calendar

Contact Information

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Navigate space