COURSE SYLLABUS

Digital IT Acquisition Professional (DITAP) Certification Training

Traditional federal government training and procurement practices often inhibit agencies' ability to effectively acquire and implement modern IT and digital services because they lag behind the rapidly changing technology and markets. Timely, relevant, and continuous training for acquisition professionals is the key to keeping pace. In recognition of this urgent need, the Office of Federal Procurement Policy (OFPP) — in cooperation with US Digital Services (USDS) — established an immersive five-month training and development program called the Digital IT Acquisition Program (DITAP).

> Group classes (Live Online) and onsite training are available for this course. For more information, email onsite@graduateschool.edu or visit: https://sdfm.graduateschool.edu/courses/digital-it-acquisition-professional-ditap-training



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Course Outline

Module 1: Digital Services in the 21st Century Government

- Define digital services and their purpose in solving problems
- Identify roles and professionals within the digital services ecosystem
- Understand modern design, development, and delivery methodologies
- Explore public and private digital service providers and organizations
- Understand your role as a digital service acquisition professional

Module 2: Digital Service Market Intelligence & Stakeholder Analysis

- Analyze internal stakeholders and assess agency readiness for change
- Determine appropriate market segments for digital service needs
- Learn techniques for open vendor communication and outcome-focused buying
- Conduct effective market research for digital services

Module 3: How Do You Buy?

- Develop an acquisition strategy using FAR flexibilities
- Explore phased approaches and evaluation strategies
- Create acquisition packages with requirements and source selection methods
- Understand cybersecurity, 508 compliance, and ATO integration

Module 4: Awarding & Administering Digital Service Contracts

- Form effective technical evaluation teams and negotiate tradeoffs
- Manage post-award activities such as kickoff and baselining
- Define and apply project health metrics and course correction strategies

Module 5: Leading Change as a Digital IT Acquisition Professional

- Identify spheres of influence and stakeholder challenges
- Plan and conduct influence conversations to promote innovation
- Create and execute a change ambassador action plan
- Champion digital acquisition within your agency

Module 6: Application of Skills

- Engage stakeholders through interviews and collaborative efforts
- Complete a live digital assignment with a small team
- Participate in shadowing and optional rotational assignments
- Earn applied skill badges for participation beyond core activities