COURSE SYLLABUS

Introduction to Grants Course

This three-day course provides a foundational overview of federal grants and cooperative agreements from concept through closeout. Participants examine the evolution of policy and the core regulatory framework—especially the Uniform Guidance at 2 CFR 200—to understand how compliance, roles, and documentation are structured across programs. Through lecture, discussion, case studies, and practical exercises, learners connect policy to day-to-day grants management tasks.

> 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/introduction-to-grants-and-cooperative-agreements



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Course Outline

Module 1: Evolution of Grant Policy, Regulations, and Management

- Overview of the history and development of federal grant policy and oversight.
- Key regulations and guidance that shape modern grants and cooperative agreements.
- How policy shifts affect agency practices and recipient responsibilities.

Module 2: Uniform Administrative Requirements (2 CFR 200)

- Structure and intent of the Uniform Guidance and how it consolidates requirements.
- Core definitions, applicability, and compliance expectations for recipients.
- Roles of federal agencies and pass-through entities in ensuring compliance.

Module 3: Grant Management Lifecycle—Mandatory and Discretionary Grants

- Stages from concept and announcement through award, performance, and closeout.
- Differences between mandatory and discretionary programs and their implications.
- Decision points, documentation, and oversight touchpoints across the lifecycle.

Module 4: Pre-Federal Award Requirements and Contents of Federal Awards

- Prerequisites for making awards, including eligibility, risk review, and terms.
- Required elements of the award instrument and program announcements.
- Budget review basics and alignment with program and statutory requirements.

Module 5: Post-Federal Award Requirements & Closeout

- Monitoring recipient performance, internal controls, and audit considerations.
- Managing programmatic and financial reporting throughout performance.

- Closeout responsibilities for agencies and recipients, including final audits.