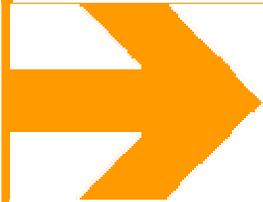




Suzan,



## Integrated Project Management training For State and University Employees

Sorry to say, we're having to **postpone** (until Spring) the **Life Cycle of a Grant Workshop** scheduled for **Friday, January 25, 2008.**

HOWEVER, we are **keeping the date and place for another related training,**

"Integrated Project Management".....[see description on right:](#)

### **You are cordially invited to an important training Integrated Project Management (IPM)**

Integrated Project Management (IPM) as Applied to Maryland State Procurement and Incorporated into the Grants Process.

Class will begin **promptly** at 9:00 a.m. at the MD Public Safety Education and Training Center in Sykesville. There is a cafeteria on premises; registration will open at 8:30 a.m.

**Instructor: Russ Jenkins, DHMH**

#### **Course Description:**

This is a **half-day** session introducing a team- based IPM procurement model. Participants will learn how the IPM model relates to procurement including "cradle to grave" management and performance indicators, measurements and monitoring. A "team" methodology is applied to the IPM model, therefore, team formation, membership and function is included in the session.

Transferability of these concepts to the Grants Management Process will be discussed.

#### **Course Objectives:**

Following this session, participants will be able to:

- § Describe the difference between a project and a process;
- § Identify the eight duties of the contract manager;
- § Describe the advantages of team-based procurement;
- § Identify component roles within teams and determine which

roles might constitute primary or secondary membership;  
§ Identify the four reasons for monitoring performance;  
§ Identify the seven qualities of a good performance indicator;  
§ Identify the seven basic elements of a contract management plan;  
§ Identify the five performance monitoring approaches;  
§ Identify five management tools/techniques.

Any questions? Contact Merril Oliver, deputy director,  
Governor's Grants Office: moliver@gov.state.md.us

**YOU MUST BE PRE-REGISTERED FOR THIS EVENT. BRING STATE I.D. THIS IS A HIGHLY SECURED BUILDING.**

**REGISTER SIMPLY BY EMAILING**

**MDgrantsoffice@gov.state.md.us** and provide your name, affiliation, phone number and email address. (Confirmation and directions will be emailed to you well before January 25th.)



Contact Us  
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