CDBG-DR FUNDS
CDBG-MIT FUNDS

DEPARTMENT OF HOUSING
GOVERNMENT OF PUERTO RICO

RECURRING WEBINARS

NOVEMBER 2026

The following webinars will be offered during the month of November for the benefit of the CDBG-DR/MIT Programs subrecipients.

GRANT MANAGEMENT & ADMINISTRATION PRINCIPLES

1

GMAP.102.WEB: SUBRECIPIENTS AGREEMENTS

Provides information about the Subrecipient Agreement (SRA), mentions and describes the agreement exhibits and explains the administration requirements, the management and maintenance of important documentation, audits and monitoring, project closure, among others.

Date: November 9, 2026 Time: 2:00 – 3:00 PM
Recommended participation: Program POC's
Registry: For English version please contact us at cdbg-dr-mit trainings@vivienda.pr.gov

2

GMAP.110.WEB: SUBRECIPIENT AGREEMENT AMENDMENTS (SRA)

Provides information on the process and documentation required to amend a Subrecipient Agreement (SRA). In turn, it explains the events and circumstances that cause amendments and/or modifications to the SRA.

Date: November 12, 2026 Time: 10:30 – 11:30 AM
Recommended participation: Program POC's
Registry: For English version please contact us at cdbg-dr-mit trainings@vivienda.pr.gov

3

GMAP.105 .WEB: POLICIES AND PROCEDURES

Provides the basics of policies and procedures and offer guidance on completing the policy self-certifications.

Date: November 17, 2026 Time: 2:00 - 3:00 PM
Recommended participation: Program POC's
Registry: For English version please contact us at cdbg-dr-mit trainings@vivienda.pr.gov

FINANCIAL MANAGEMENT

2

FM.105.WEB: INTRODUCTION TO VENDORCAFE

Provides a general explanation of the VendorCafe registration system and process, invoice registration, process for generating an invoice package, communication process with the Department of Housing, general considerations, and how to obtain technical assistance.

Date: November 4. 2026 Time: 2:00 – 3:00 PM
Recommended participation: Program POC's and Finance personnel
Registry: For English version please contact us at cdbg-dr-mit trainings@vivienda.pr.gov

Recurring webinars are intended to provide subrecipients with the tools necessary to effectively perform their tasks.

Participation is optional and voluntary.
For more information: cdbg-dr-mit-trainings@vivienda.pr.gov

If you need one or more of this webinars in English,
please contact us at cdbg-dr-mit-trainings@vivienda.pr.gov

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FINANCIAL MANAGEMENT

1

FM.203.WEB: INVOICING PROCESS

Provides guidance on processes related to billing for activities and projects funded with CDBG-DR/MIT funds.

Date: November 10, 2026 Time: 2:00 – 3:00 PM
Recommended participation: Program POC's and Finance personnel
Registry: For English version please contact us at cdbg-dr-mit trainings@vivienda.pr.gov

FEDERAL COMPLIANCE & LABOR STANDARDS

1

FCLS.101.WEB: FUNDAMENTALS OF SECTION 3 AND M/WBE

Provides basic information on the roles and responsibilities of subrecipients and contractors in compliance with Section 3 and M/WBE regulations, federal reporting and recordkeeping requirements and the resources and tools to facilitate the management of CDBG-DR/MIT Grants.

Date: November 17, 2026 Time: 10:00 – 11:00 AM
Recommended participation: Program POC's
Registry: For English version please contact us at cdbg-dr-mit trainings@vivienda.pr.gov

2

FHEO.101.WEB: INTRODUCTION TO FAIR HOUSING AND EQUAL OPPORTUNITY

Provides information on Fair Housing and Equal Opportunity (FHEO) requirements that apply to CDBG-DR/MIT funded programs and activities. It explains relevant laws and authorities, provides guidance on the Fair Housing Affirmative Marketing Plan and Language Access Plan, discusses reasonable accommodations and modifications, and provides information on Equal Employment Opportunity.

Date: November 18, 2026 Time: 10:00 – 11:00 AM
Recommended participation: Program POC's
Registry: For English version please contact us at cdbg-dr-mit trainings@vivienda.pr.gov

Recurring webinars are intended to provide subrecipients with the tools necessary to effectively perform their tasks.

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