

Day One

8:30 – 9:00	Registration
9:00 – 9:45	Welcome & Introductions
9:45 – 10:30	Overview of Monitoring Requirements and Expectations <ul style="list-style-type: none">- What needs to be in your Plan – The 5 W's- What resources are available to you- Building your process and workflow
10:30 – 10:45	Break
10:45 – 11:45	The Plan – Who: Defining the Universe
11:45 – 12:45	Lunch
12:45 – 2:30	The Plan – What: Determining your Risk Assessment Factors and Process
2:30 – 2:45	Break
2:45 – 4:15	The Plan – How: Defining the Impact of the Risk Assessment <ul style="list-style-type: none">- Award Conditions- Monitoring and TA
4:15 – 4:30	Application and Refinement

Day Two

9:00 – 9:30	Welcome Back – Check in on Plan Status
9:30 – 10:30	Implementation – Who: Define Your Team
10:30 – 10:45	Break
10:45 – 11:30	Implementation – What: Areas of Focus
11:30 – 12:30	Lunch
12:30 – 1:45	Implementation – When: Your Annual Schedule
1:45 – 2:30	Monitoring – In Real Life (IRL)
2:30 – 2:45	Break
2:45 – 3:15	Monitoring – In Real Life (IRL)
3:30 – 4:00	Plan Refinement & Tool review
4:00 – 4:30	Wrap Up and Adjourn