

Summary of Changes

Version 1.2 FAC-P/PM Handbook – August 2010

Page	Description
All	<ul style="list-style-type: none"> • Changed Program and Project Managers to Project and Program Managers.
Cover	<ul style="list-style-type: none"> • Removed ACMIS language. • Changed “June 2009” to “October 2010” • Changed Version “1.1” to Version “1.2”
5	<ul style="list-style-type: none"> • Chapter 1 – Section B: Updated OMB Circular A-11, Part 7, Exhibit 300 to July 2010 version
12	<ul style="list-style-type: none"> • Chapter 2 – Section A: • Paragraph 3i: Updated the general business and technical competencies to reflect FAI’s FAC-P/PM key competencies. • Paragraph 4: Removed ACMIS language.
14	<ul style="list-style-type: none"> • Chapter 3 – Section A: • Paragraph 3 (Application Procedures): Clarified language regarding the application process. • Paragraph 3i (Levels I and II): Revised the concurrence/approval process – reducing the number of steps. • Paragraph 3ii (Level III): Revised the concurrence/approval process – including OPDIV Board review before the application is submitted to the HHS FAC-P/PM Certification Board. • Paragraph 3ii (Step 4): The Deputy Assistant Secretary for Grants and Acquisition Policy and Accountability (DAS/GAPA) will provide signature approval versus the Chief Acquisition Officer (CAO)
24	<ul style="list-style-type: none"> • Appendix B – Section E: Added recusal language to prohibit Board members from evaluating and voting on their own applications.
27	<ul style="list-style-type: none"> • Appendix D: Removed all references to HHS University sponsored courses and instructed candidates to reference FAI’s FAC-P/PM Vendor Consortium or their servicing ACM for approved vendors that provide the required coursework.
39	<ul style="list-style-type: none"> • Appendix F – Section D: Revised the experience language to be in sync with the activities identified in the Sample Activities Table and removed the Creditable Activities Table to reduce redundancy.
41	<ul style="list-style-type: none"> • Appendix G: Certification Request Form revised to include application type (Information Technology Application or Construction Application) and align concurrences/approvals with certification procedures outlined in Chapter 3.
46	<ul style="list-style-type: none"> • Appendix H: Function Transcript Form revised to align with FAI’s required competencies for Levels I, II, and III. Also this format will foster more consistent evaluations of the applications by Board members.
52	<ul style="list-style-type: none"> • Appendix I: Replaced the request for additional training narratives with a checklist for the coursework required for each level.
54	<ul style="list-style-type: none"> • Appendix J – Part D: Revised the instructions to direct applicant to a complete template for requesting certification via fulfillment.