

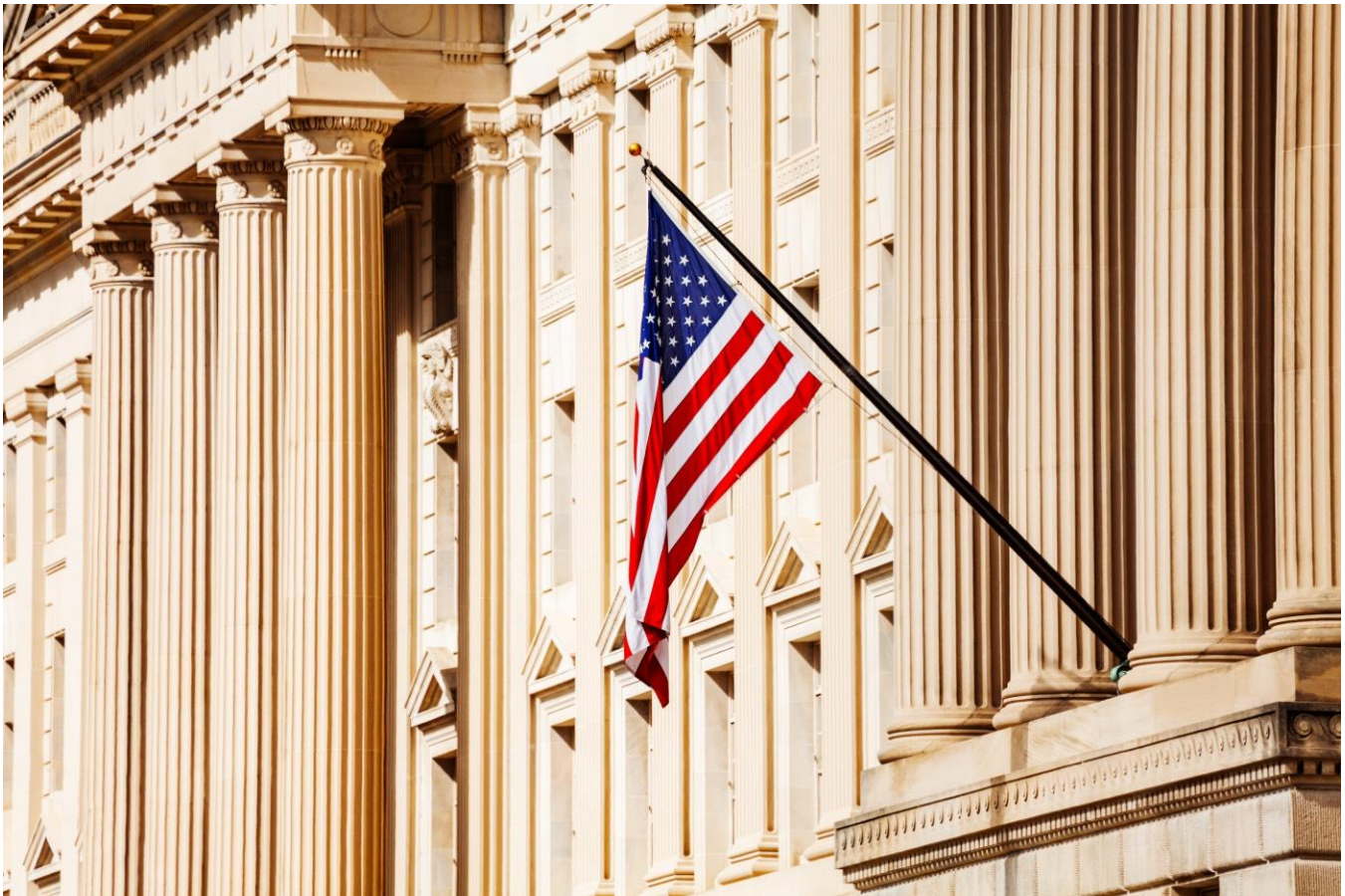


WZ GUIDES THE TRAINING SIDE. YOUR ORGANIZATION OWNS THE APPLICATION.

Agency Grant Funding Guide.

A plain-language, step-by-step path to fund your WZ training

For public agencies, law enforcement, schools, higher education, nonprofits, public-safety partners and workforce organizations



Interview Anyone.

[w-z.com](https://www.w-z.com) · 800-222-7789 · info@w-z.com · Source review July 28, 2026

HOW WZ HELPS: WZ helps you choose the right training, supplies accurate course and delivery information, organizes the support documents you need, and helps you identify the next official contact. The applicant, veteran, agency, VA, funder, workforce board, employer or procurement authority makes the final eligibility and payment decision.



START NAVIGATION

Use this guide in order

If you already have a funding source, jump to Step 04. If you need a faster option than a competitive grant, start with Step 03.

- 01** Start here: the 10-minute plan
- 02** Choose the WZ training result
- 03** Pick the fastest realistic funding path
- 04** Write the need in plain language
- 05** Build the project and WZ support file
- 06** Find live opportunities
- 07** Register before the deadline
- 08** Write the application narrative
- 09** Build the budget and match
- 10** Plan delivery, measurement and reporting
- 11** Federal funding starting points
- 12** State, local, workforce and private routes
- 13** Share or co-fund a contract class
- 14** Protect procurement and legal compliance
- 15** Submit, manage and close out
- 16** Official resources, videos and WZ help



17 Common questions and contact

01 START HERE

The 10-minute plan

Do not begin with a grant name. Begin with the training problem, the people who need the skill and the result your organization must improve.

1 Name the operating problem

Example: investigators use inconsistent question strategies, HR cases are hard to defend, supervisors need a common review standard, or a threat-management team needs clearer information-gathering and escalation practice.

2 Choose the WZ skill area

Select the closest course or learning path. WZ will confirm the exact title, hours, delivery options, audience, prerequisites and price.

3 Try the fastest funding route first

Check an existing training budget, risk pool, workforce funding, POST reimbursement, state pass-through money, or a shared/co-funded class before relying on a new federal competition.

4 Confirm eligibility and allowability

Read the current notice or program rules. Verify that your entity can apply and that the exact training, contract, travel, backfill and other costs are allowed.

5 Build and submit an applicant-owned packet

Use the templates in this guide, ask WZ for factual course support, complete your own approvals and procurement review, then submit through the official portal.

THE SHORT ANSWER: CAN GRANT FUNDS PAY FOR WZ TRAINING?

Sometimes. A strong fit exists only when the applicant is eligible, the current program allows the cost, the training solves a documented public or mission need, the organization follows its procurement rules, and the award administrator approves the expense. WZ cannot promise an award or make that decision.

Gather these five facts before contacting WZ

- ☐ Organization and department; state; eligible entity type.



- ☐ Who needs training, how many people and where they work.
- ☐ The problem or risk you need to improve—not only a preferred course.
- ☐ Preferred timing and delivery: on-site, open enrollment, live virtual, on-demand or blended.
- ☐ Funding route you are considering, the live notice URL and deadline if one exists.

02 TRAINING FIT

Choose the WZ result first

Match the real work problem to a skill path. WZ can then give you an accurate scope instead of forcing the project into a generic course description.



PRACTICAL INSTRUCTION. REAL-WORLD APPLICATION. EVIDENCE-BASED TECHNIQUE.

NEED	WZ EXAMPLES	LIKELY LEARNERS
Investigative interviews and interrogations	Level I Investigative Interviewing Techniques; Criminal Level I; Level II Practical Application; remote interviewing; interviewer bias; CFI preparation	Investigators, law enforcement, inspectors, OIG, compliance, asset protection, fraud, supervisors
Workplace investigations and HR/ER	Level I Workplace Investigative Interviewing; workplace investigations; trauma-informed interviewing; documentation and defensibility; conflict and de-escalation	HR, employee relations, Title IX, EEO, labor relations, compliance, ethics and operations
Public safety and field response	Tactical Field Interviewing; law-enforcement interviewing; internal affairs; lead homicide; child-abuse interviewing; conflict and de-escalation	Police, sheriff, state/federal investigators, campus safety, public-safety and oversight teams
Workplace violence and threat readiness	Workplace-violence prevention; behavioral threat assessment; de-escalation; active-shooter preparedness and response; multidisciplinary practice	Threat-management teams, security, HR, facilities, education, healthcare, government and enterprise leaders
Loss prevention and human risk	Loss prevention; internal theft and fraud; ORC; human risk; workplace misconduct; corporate investigations; interview quality	Retail, hospitality, finance, insurance, healthcare, security and enterprise investigations
Professional credential path	WZ Level I and Level II learning; specialty education; CFI preparation; Certified Forensic Interviewer examination administered by IAI	Professionals building portable investigative-interview credibility and a continuing-education plan

USE EXACT, CURRENT COURSE INFORMATION

Course names, hours, prerequisites, availability, partner-supported offerings and certification requirements can change. Ask WZ to confirm the exact scope for your audience before you write the final budget or application.

[WZ training schedule](#) · [WZ course catalog](#) · [Public-sector path](#) · [HR/ER path](#)

03 FUNDING DECISION

Pick the fastest realistic path

A competitive grant is only one route. Start with money that is already closer to the organization, then expand the search.

ASK THIS QUESTION	IF YES, DO THIS NEXT	WZ CAN HELP WITH
Is there a current training, risk, HR, safety, preparedness or investigations budget?	Ask the budget owner whether the exact activity can be purchased now or added to the next cycle.	A course match, quote, delivery options, learner count and timing.
Can another agency or department share the class?	Identify a host, likely partners, seat count, cost split and each party's procurement route.	A co-host scenario, shared-class pricing assumptions and—with permission—possible partner connections.
Is POST, academy, state or pass-through reimbursement available?	Call the administrator before enrollment; ask about course approval, roster, instructor and deadline rules.	Course and instructor details needed for the administrator's review.
Is a current federal or state notice a direct fit?	Confirm applicant eligibility, training allowability, priorities, match and deadline before writing.	Factual scope, outcomes, hours, delivery, quote and instructor qualifications.
Is the goal workforce entry or advancement?	Ask the local workforce board or American Job Center about WIOA, employer training and the state training-provider list.	Career-aligned course information and provider documentation that is available.
Is there a genuine nonprofit or community program?	Research community foundations and corporate philanthropy. Make the public program—not a vendor purchase—the center.	A factual training component; the eligible nonprofit owns the charitable request.

Decision rule

- Use operating or shared funding when it is lawful, available and faster.
- Use a grant only when the purpose, applicant and exact cost are a real match.
- Never spend first and assume a grant, reimbursement or partner will pay later.



WZ CONNECTION SUPPORT

WZ can help your organization identify other agencies or departments that may have a training budget and may be interested in a co-funded contract class. Any introduction is made with permission. Each organization must independently approve participation, payment, purchasing method and any intergovernmental agreement.

04 NEED STATEMENT

Write the need in common language

The funder needs to understand what is happening now, who is affected and what will be different after training. Use facts your organization can prove.

- A State the gap**
What is inconsistent, unsafe, delayed, hard to defend or below policy today? Use audits, case reviews, complaints, incident trends, staff surveys, after-action reports, supervisor observations or policy changes.
- B Name the people and setting**
Identify the learner roles, locations, units, number of participants and the people or operations that benefit indirectly.
- C Describe the consequence**
Explain how the gap affects information quality, case decisions, employee trust, victim service, safety, timeliness, liability, loss, readiness or public confidence.
- D Set a practical result**
Use a measurable result that training can reasonably influence—skill demonstration, documentation quality, supervisor review, protocol use or readiness milestones.

PLAIN-LANGUAGE EXAMPLE

Our investigators use different approaches to plan, question and document interviews. Case reviews show uneven use of open-ended questions and inconsistent supervisor feedback. We will train 36 investigators and six supervisors in evidence-based investigative interviewing, practice the skills in role-relevant scenarios and use a common review tool. Within 90 days, at least 85% of participants will meet the agreed skill standard and supervisors will complete two documented coaching reviews per learner.



YOUR ONE-SENTENCE NEED

Because [evidence shows the current gap], [number and roles] need [specific capability] so that [mission or public result] improves.

YOUR OUTCOME

By [date], [organization] will improve [capability] for [audience], shown by [measure] moving from [baseline] to [target].

STAY CREDIBLE

Do not promise that one class will directly reduce crime, complaints, lawsuits, workplace violence or losses. Say how training contributes to better decisions and name the other controls—policy, staffing, supervision, reporting and follow-up—that also matter.

05 PROJECT FILE

Build the project and ask WZ for support

Create one folder that holds the live notice, approvals, application, WZ course support, procurement records and reporting evidence.

Your organization prepares

- ☐ Applicant legal name, entity type, UEI when required, authorized official and application owner.
- ☐ Need evidence, learner roles and count, locations, baseline, target and public or mission benefit.
- ☐ Current notice and amendments; eligibility and allowability notes; deadline and portal instructions.
- ☐ Procurement route, internal approvals, conflicts review, match source and reporting owner.
- ☐ Applicant-written narrative, budget, timeline, certifications and final submission archive.

Ask WZ for the training support file

- ☐ Exact course or learning-path title and plain-language description.
- ☐ Learning objectives, audience, prerequisites, hours, delivery mode, class-size assumptions and schedule.
- ☐ Quote or pricing inputs, including separately identified travel, platform, materials or optional costs.
- ☐ Instructor qualifications and available evidence or research references.



- ☐ Accessibility and technology information available for the selected delivery mode.
- ☐ A proposed evaluation approach, completion documentation and WZ vendor materials that are normally available.

IMPORTANT PROCUREMENT BOUNDARY

WZ may provide factual product and course information. Your organization should independently write any competitive specifications, statement of work, scoring criteria and solicitation. If a contractor drafts those documents, federal competition rules can require that contractor to be excluded from competing.

[Contact WZ](#) · [WZ enterprise and public-sector solutions](#)

06 RESEARCH

Find live opportunities

Use official sources in this order. A program name is only a lead; the current notice and the administrator's written guidance control.

1

Search Grants.gov

Use plain terms tied to the need: investigative training, victim services, school violence prevention, threat assessment, community policing, emergency management, de-escalation, workforce training or public safety.

2

Confirm the Assistance Listing

Open SAM.gov Assistance Listings and read the program purpose, eligible applicants, administering agency and typical assistance type.

3

Study prior awards

Use USAspending.gov to see who received similar awards, award size, place of performance and administering agency. Prior awards show patterns, not a promise.

4

Read the full notice

Download the notice and amendments. Mark eligibility, priorities, allowable and unallowable costs, match, period of performance, attachments, scoring and deadline.

5

Ask the administrator

Send a short, neutral question before the question deadline. Save the answer in the project file. Do not ask the funder to approve a vendor.

Search terms that fit WZ-supported outcomes

NEED AREA	USEFUL SEARCH LANGUAGE
Interview and case quality	investigative interviewing; evidence-based interviews; investigator training; internal affairs; fraud investigations
Workplace and employee risk	workplace investigations; employee relations; harassment; EEO; Title IX; whistleblower; insider threat
Violence and safety	workplace violence prevention; threat assessment; active shooter preparedness; de-escalation; behavioral threat assessment
Public safety	community policing; school safety; victim services; emergency management training; first responder safety
Workforce	incumbent worker training; dislocated worker; veteran employment; industry-recognized credential; career pathway

[Search Grants.gov](#) · [SAM Assistance Listings](#) · [Research awards](#)

07 REGISTRATION

Register before the deadline

Federal registrations are free and can take time. Start before you have a perfect project and keep the legal name, address and points of contact consistent.

- 1 Register the entity in SAM.gov**
 The organization receives a Unique Entity ID (UEI). SAM registration must remain active and is renewed at least annually. Allow roughly 10 business days or more when validation issues occur.
- 2 Create the Grants.gov organization profile**
 Use the same legal entity information. The EBiz point of contact authorizes users; an Authorized Organization Representative submits.
- 3 Assign roles and test access**
 Do not rely on one person. Name a writer, budget owner, AOR, authorized official and backup. Open the Workspace and test attachments early.
- 4 Complete agency-specific access**
 For DOJ funding, applications commonly begin in Grants.gov and continue in JustGrants. Follow the exact notice. JustGrants advises completing the Grants.gov step early—often at least 48 hours before the deadline.

Registration readiness checklist

- ☐ Exact legal name, physical address, EIN/TIN and banking information agree across systems.
- ☐ SAM entity administrator and points of contact are current; renewal date is calendared.
- ☐ UEI is recorded; Grants.gov roles are active; authorized submitters tested access.
- ☐ Governing-board resolution, signature authority or internal approval is ready when required.
- ☐ Financial statements, audit status, indirect-cost documentation and internal controls are available.
- ☐ Civil-rights, nondiscrimination, accessibility, conflict, lobbying, debarment and other certifications are assigned for review.

[SAM entity registration](#) · [Grants.gov applicant registration](#) · [Grants.gov Workspace](#) · [JustGrants training](#)

08 APPLICATION

Write the narrative one question at a time

Use the funder's headings and scoring language. The applicant verifies every claim and writes in its own voice; WZ supplies only accurate training facts.

1**Problem**

What evidence proves the gap? Who is affected? What happens if nothing changes?

2**Current capacity**

What policy, training, supervision and review already exist? What is still inconsistent?

3**Project**

Who will be trained, in what skills, for how many hours, in what format, with what practice and supervisor reinforcement?

4**Fit**

Which exact notice priority or objective does the project address? Quote or cite the current section.

5**Results**

What will you count, what skill will learners demonstrate and what operating behavior should change?

6**Equity and access**

How will you select learners, provide access, reduce barriers and serve the intended population fairly?



7

Sustainability

How will policy, onboarding, coaching, review or recurring practice continue after the award?

8

Capacity

Who leads, procures, schedules, monitors, reports and keeps records? What relevant experience proves readiness?

NEUTRAL TRAINING DESCRIPTION

Describe the performance you need—ethical, evidence-based instruction; role-relevant practice; qualified instructors; measurable learning; accessible delivery—without brand-locked requirements unless your procurement authority has lawfully approved a noncompetitive method.

One-paragraph project model

[Organization] will train [number/roles] in [skills] through [hours and delivery]. We will measure [completion], [skill] and [implementation]. [Owner] will manage procurement, records and reporting during [period].

09 BUDGET

Build a complete, supportable cost plan

Separate every cost. A cost can be reasonable but still unallowable under a specific notice, award, state rule or local policy.

COST	HOW TO CALCULATE	REQUESTED	OTHER / MATCH	RULE CHECKED
Training / tuition / exam	Rate × learners or contract amount	\$	\$	☐
Instructor / technical service	Rate × days or deliverable	\$	\$	☐
Materials / platform	Unit × quantity	\$	\$	☐
Instructor travel	Fare + nights + per diem	\$	\$	☐
Participant travel	People × approved travel basis	\$	\$	☐
Backfill / overtime	Hours × approved rate	\$	\$	☐
Facility / accessibility	Quote or unit basis	\$	\$	☐
Evaluation / data	Staff or contract basis	\$	\$	☐
Indirect cost	Approved base × rate	\$	\$	☐
Total	Add all approved lines	\$	\$	☐

Ask these questions before finalizing

- ☐ Does the notice allow training and contractual services? Does it limit conference, travel or equipment costs?
- ☐ Are travel, backfill, overtime, technology, participant support and indirect costs each addressed?
- ☐ Is a cash or in-kind match required? Is the source eligible, documented and non-federal when required?
- ☐ Are pre-award costs allowed in writing? If not, do not spend expecting reimbursement.
- ☐ Does the organization need quotes, competition, cost or price analysis, a cooperative contract, sole-source justification or governing approval?
- ☐ Are grant writing, lobbying and general marketing costs outside the award unless expressly allowed?

BUILD TWO BUDGET VIEWS

Keep a funder budget that follows the required categories and an internal project budget that shows the real total cost, including any unrequested or unallowable expense. The totals and assumptions must reconcile.

10 EXECUTION

Plan delivery, measurement and reporting

A fundable project is also an executable project. Name owners, dates and evidence before submission.

PHASE	OWNER	TARGET	EVIDENCE KEPT
Allowability and funding confirmation			Cited rule or written guidance
Legal, finance and procurement review			Approval record
Final scope, mode and schedule			Approved project plan
Contract / purchase order			Executed agreement or PO
Learner selection and access			Roster and accessibility plan
Training delivery			Attendance and completion
Learning and implementation review			Scores, rubric, coaching or milestone
Funder report and closeout			Narrative, financials and archive
Sustainment			Policy, onboarding or next-cycle plan

Choose no more than five primary measures

- ☐ Enrollment, attendance and completion by role or unit.
- ☐ Pre/post knowledge score or scenario performance.



- ☐ Observed skill against a defined interview, de-escalation or investigation rubric.
- ☐ Supervisor coaching, case review or documentation-quality sample.
- ☐ Policy, protocol, threat-team, reporting or workflow milestone.
- ☐ Participant relevance and confidence rating.
- ☐ A defensible after-action or case-review trend appropriate to the project.

DATA BOUNDARY

Collect only what the funder and project need. Do not place confidential case facts, victim or employee details, protected health information, criminal-justice data or security-sensitive plans in ordinary marketing or training intake forms.

11 FEDERAL MAP

Federal funding starting points

These programs are research starting points—not promises that WZ training is currently eligible. Open the live notice, confirm the applicant and cost, and speak with the administrator.

SOURCE	POSSIBLE FIT	CHECK CAREFULLY	OFFICIAL PAGE
Byrne JAG	Justice training, planning, evaluation and contractual support tied to state/local justice priorities.	Direct allocation vs. state pass-through; current priorities and cost rules.	BJA JAG
COPS Office	Notice-specific community-policing, school-safety or organizational-change priorities.	Training must be necessary to the exact notice—not general development.	COPS grants
BJA STOP School Violence	Threat assessment, intervention teams and training for school personnel.	Build an evidence-based school-violence-prevention project with the required partners.	STOP overview
OVC / state VOCA	Training necessary to direct victim-service delivery.	General law-enforcement or prevention training alone may not qualify.	VOCA directory
FEMA HSGP	Training tied to an approved homeland-security capability, state strategy and investment justification.	Coordinate through the State Administrative Agency or urban area; local deadlines may be earlier.	HSGP
DHS TVTP	Multidisciplinary targeted-violence and terrorism-prevention capacity.	Use a complete prevention program with privacy, civil-rights and civil-liberties safeguards.	TVTP
FEMA EMPG	Emergency-management planning, training and exercises aligned to state plans.	Usually coordinated through the state emergency-management system.	EMPG
FEMA AFG	Fire and emergency-services capability and responder safety under the current notice.	Do not assume general interviewing or professional development is eligible.	AFG



DOJ APPLICATIONS COMMONLY USE TWO SYSTEMS

Follow the current notice. Many DOJ opportunities require the organization to submit the first part in Grants.gov and then complete the full application in JustGrants. Save confirmations from both systems.

12 CLOSER-TO-HOME FUNDING

State, local, workforce and private routes

State pass-through funds, reimbursements, operating budgets and local partners are often more practical than a direct federal competition.

ROUTE	BEST USE	FIRST ACTION	OFFICIAL START
State justice SAA / JAG	State-priority justice training and local subawards.	Find your State Administering Agency and subscribe to notices.	OJP SAA map
State POST / academy	Officer training approval, tuition, travel or reimbursement.	Ask about exact course, instructor, roster, credit and submission rules before enrollment.	IADLEST POST portal
State homeland security	Locally delivered preparedness projects.	Contact the FEMA State Administrative Agency; ask for the local process and earlier deadline.	FEMA SAA contacts
WIOA / workforce board	Eligible job seekers, dislocated workers and employer-connected training.	Contact the American Job Center; ask about eligibility and the state Eligible Training Provider List.	DOL WIOA
Agency budget / risk pool	Risk reduction, claims prevention, safety, HR, compliance or annual training.	Give the budget owner a documented problem, learner count, outcome, timing and price.	WZ training
Motorola Solutions Foundation	Qualified nonprofit first-responder programming and public-safety priorities.	Confirm the current annual focus, eligible organization and deadline.	Annual grants
Walmart Spark Good	Eligible local charitable programs and community support.	Use the current philanthropy page and local program rules; do not treat it as a large agency purchase.	Walmart philanthropy
State Farm community grants	Eligible safety, education and community-development programs.	Review current focus and application instructions.	State Farm grants
Community foundations / Candid	Place-based safety, workforce, youth, victim-service and nonprofit priorities.	Search by geography and purpose; use a genuine eligible nonprofit when required.	Candid search



PRIVATE GRANTS FUND PUBLIC PROGRAMS—NOT A DISGUISED PURCHASE

Corporate and foundation grants usually support a charitable outcome. A nonprofit or fiscal partner should lead only when it is genuinely eligible, controls the program and follows the funder's rules. Do not create a pass-through arrangement only to buy a preferred course.

13 REGIONAL OPTION

Share or co-fund a contract class

A shared class can reduce per-person cost, bring consistent practice across partner agencies and move faster than a new grant competition.

- 1 Choose a host**
Identify the organization that can provide space or virtual coordination, schedule access, learner administration and a procurement path.
- 2 Name likely partners**
Consider neighboring departments, county or regional agencies, prosecutors, campus or school safety, HR/ER teams, risk pools, training academies, healthcare systems and nonprofit service partners.
- 3 Build a seat and cost model**
Estimate total seats, host seats, partner seats, minimum enrollment, price basis, travel, materials, cancellation terms and any administrative cost.
- 4 Approve the payment structure**
Each partner confirms whether it will pay WZ directly, reimburse the host or use an intergovernmental agreement. Finance and procurement approve before commitments.
- 5 Confirm one training scope**
Use one audience, learning objective, delivery plan and evidence file. Document any role-specific breakout or confidential-content boundary.

One-page co-funded class outline

FIELD	WHAT TO RECORD
Host and coordinator	Legal entity; contact; site or platform; authority to coordinate.
Training need and WZ scope	Problem; learner roles; exact course; hours; delivery; proposed dates.



FIELD	WHAT TO RECORD
Partners and seats	Organization; committed seats; wait-list seats; accessibility needs.
Cost and invoice method	Total; host share; partner share; travel/materials; payment route.
Approvals	Procurement, counsel, finance, insurance, data/confidentiality and agreement status.
Records	Rosters, completion, evaluation, invoices, reimbursement and retention owner.

HOW WZ CAN GUIDE THIS

WZ can model delivery and enrollment options, provide a neutral scope and quote assumptions, and—when parties agree—help connect organizations that may have a training budget or want to co-host. WZ does not allocate public funds or approve another agency’s procurement.

14 COMPLIANCE

Protect procurement and legal compliance

The recipient is responsible for the rules attached to its money. Complete legal, finance and procurement review before naming a vendor, spending or signing.

RISK	PLAIN-LANGUAGE RULE	RECORD TO KEEP
Vendor helped write requirements	Under 2 CFR 200.319, a contractor that develops or drafts specifications, requirements, statements of work or invitations for bids must be excluded from competing.	Who drafted each document; independent review; procurement decision.
Competition was restricted	Do not use unnecessary brand, geography, experience or credential limits. Document the lawful purchasing method and competition.	Quotes, solicitation, scoring, approvals and justification.
Cost is not allowed	The current notice, award terms, 2 CFR Part 200, state/local law and administrator guidance control.	Cited rule or written approval for each material cost.
Spending starts too early	Pre-award costs are reimbursable only when the governing rule or written authorization allows them.	Written authority and date.
Partner is misclassified	Determine whether each partner is a subrecipient or contractor; apply the correct selection, agreement, monitoring and reporting.	Determination and agreement.
Conflict or gift issue	Disclose and manage organizational and personal conflicts. Follow gift, ethics, lobbying and debarment rules.	Disclosure, screening and disposition.
Claims overpromise	Use accurate course, outcome and approval statements. Training contributes to results but does not guarantee incidents, litigation or loss will decline.	Source file and review approval.
Sensitive data is exposed	Limit applicant and learner data; protect case, employee, victim, health, criminal-justice and security-sensitive information.	Data map, access controls and retention rule.

[2 CFR Part 200](#) · [2 CFR 200.319 competition](#) · [DOJ procurement guide](#)



WHAT THIS GUIDE IS—AND IS NOT

This is an educational planning aid. It is not legal, procurement, accounting or grant-writing advice. WZ does not guarantee funding, eligibility, allowability, award, reimbursement or vendor selection.

15 CONTROL

Submit, manage and close out

A clean submission is only the start. Keep one complete record from notice through final report and sustainment review.

Before submitting

- ☐ Read the full notice, amendments, FAQs and portal instructions; answer every scored element.
- ☐ Crosswalk narrative, work plan, measures and budget so names, numbers and dates agree.
- ☐ Confirm every attachment, file type, page limit, naming rule, certification and authorized signature.
- ☐ Complete legal, finance, grants and procurement review; resolve conflicts and match documentation.
- ☐ Submit early enough to clear validation errors; save confirmation, timestamp and final bundle.

After an award

- ☐ Read the award and special conditions before obligating funds.
- ☐ Confirm procurement and cost allowability again; execute the proper contract or purchase order.
- ☐ Track approved budget, match, invoices, attendance, completion, evaluation and program income when applicable.
- ☐ Request written prior approval for scope, key personnel, budget, schedule or delivery changes when required.
- ☐ Submit programmatic and financial reports on time; maintain records for the required retention period.
- ☐ Close out open obligations, property, subawards, data and records; document sustainment.

ITEM	OWNER	DUE	STATUS / FILE
Notice and amendments			
Eligibility / allowability decisions			
Narrative and budget crosswalk			
Approvals / procurement record			
Portal submission and confirmation			
Award, reports and closeout			



WZ DELIVERY FILE

Before class, confirm the approved scope, participant roster, accessibility, confidentiality boundaries, delivery mode, documentation and evaluation plan. After class, keep the WZ invoice, attendance/completion evidence and approved evaluation records with the award file.

16 RESOURCE CENTER

Official links, videos and WZ help

Bookmark the live sources. Links were reviewed on the date shown, but deadlines, rules, page locations and program status can change.

Federal application help

NEED	RESOURCE
Learn grant basics	Grants.gov Grants 101
Register an applicant	Grants.gov applicant registration
Apply with Workspace	Grants.gov Workspace overview
Get SAM help	SAM.gov help
Learn JustGrants	JustGrants training
DOJ application steps	JustGrants application submission

Watch the process

VIDEO	DIRECT LINK
Register on Grants.gov	Official Grants.gov video
Apply with Grants.gov Workspace	Official Workspace video
Grants.gov introduction playlist	Official playlist
JustGrants application overview	Official DOJ video

Understand WZ training

PURPOSE	WZ RESOURCE
Browse scheduled training	WZ training



PURPOSE	WZ RESOURCE
Explore on-demand learning	Human Risk Academy
Use free articles, tools and webinars	WZ resources
See planning and preparation in practice	WZ Instructor Insights video
Learn the evolution of non-confrontational interviewing	Truth Be Told video

SAVE TIME WHEN YOU CONTACT WZ

Send your organization, state, learner roles and count, the problem you need to solve, preferred timing and delivery, and the official funding notice URL. Do not send confidential case facts or protected personal information.

17 ANSWER CENTER

Common questions and contact

Use these direct answers in internal discussions, web copy and applicant outreach. Recheck the live rule before taking action.

Can a grant pay for WZ investigative interviewing or interrogation training?

Possibly. The applicant must be eligible, the current notice must allow the exact training and costs, the project must address the notice's purpose, and procurement must be lawful.

Can funds support workplace investigations, de-escalation or workplace-violence training?

Possibly when those activities are necessary to a clearly eligible safety, victim-service, workforce, preparedness, HR/compliance or public-purpose project. A topical connection alone is not enough.

Does WZ write or submit the grant?

No. WZ can guide the training side and provide accurate course support. The applicant owns eligibility, narrative, certifications, procurement, submission, administration and reporting.

Can WZ help us find partners with training budgets?

Yes. WZ can help identify possible agencies or departments and organize a co-funded contract-class concept. Every organization must approve contact, participation, payment and procurement.

Can we name WZ in the application?

Follow the notice and procurement advice. A budget may sometimes identify a proposed provider, but that does not replace competition or create an award. Avoid vendor-locked specifications.

What should we ask WZ for?

Course title, plain-language scope, objectives, audience, hours, modality, prerequisites, schedule, quote, price assumptions, instructor qualifications, accessibility information and available evaluation/completion evidence.



What if the grant is not open now?

Build readiness, monitor official alerts and pursue operating, shared, POST, state pass-through, workforce, risk-pool or private-program funding that fits.

TALK WITH WZ

Use the WZ contact page and ask for “agency funding and shared-class support.” Include only business contact information, training need, learner count, state, timing, delivery preference and the live funding link.

Contact WZ online • 800-222-7789 • info@w-z.com

WZ does not guarantee funding, eligibility, cost allowability, reimbursement, award or vendor selection. This guide is educational and is not legal, procurement, accounting or grant-writing advice. The current notice, award, federal/state/local rules, pass-through agency, counsel, procurement authority and funder control.