



Annual Conference Report FY 2018

The Peace Corps was established by President John F. Kennedy by executive order on March 1, 1961, and formally authorized by Congress with the passage of the Peace Corps Act, shortly thereafter. The Peace Corps is an independent agency in the executive branch of the U.S. government. The agency was founded with the mission of promoting world peace and friendship by fostering relationships between the people of the United States and the people in countries where Volunteers serve. In Fiscal Year (FY) 2018, the Peace Corps had 7,367 Volunteers serving in 61 countries, administered by 58 overseas posts. At the end of FY 2018, administrative support to Volunteers included 951 U.S. direct hires and 2,940 host country staff.

Domestic and overseas conferences are a critical mechanism for the delivery of essential training and the sharing and collaboration with staff regarding agency programs, operations, and procedures. The Peace Corps recognizes that conferences improve performance and increase the competencies of its staff. Nevertheless, the Peace Corps has a responsibility to act as a careful steward of taxpayer dollars, ensuring that funds are used for purposes that are appropriate, cost effective, and important to the agency's core mission. The Peace Corps must exercise discretion and judgment in ensuring that conference expenses are appropriate, necessary, and managed in a manner that minimizes expense.

The Office of Management and Budget (OMB) issued Memorandum M-17-08, amended by M-12-12 Promoting Efficient Spending to Support Agency Operations, directs agencies to report conference expenses for the previous fiscal year on their public website by January 31 of each year. This report provides a list of all conferences conducted by the agency during FY 2018. Conference expenses were tracked by the sponsoring office, by obligation number; conference costs include participant travel costs, lodging, and per-diem, in addition to food, audio-visual and supplies, and venue expenses. In FY 2018, the Peace Corps did have any conferences exceeding \$200,000.

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Name of Conference	Conference Description/Purpose	Start Date	End Date	Event Location	Attendee Count	Conference Cost	Contracting Procedure
FOR Post Web Training	FOR Post Web was an event attended by administrative and finance staff from each post from the Africa Region (AF). This conference trained staff on the functionalities of the newly updated FOR Post Web, the financial system used by all overseas posts. FOR Post Web ensures that transactions are recorded timely for accurate monitoring and reporting of financial transactions of the Peace Corps for effective financial management at the post level.	10/16/17	10/19/17	Botswana	45	\$ 101,131	Competitive Basis
SARRR ToT +DPT + SSM Conference - EMA	SARRR ToT +DPT +SSM is a combined conference training for the Peace Corps Sexual Assault Risk Reduction and Response (SARRR) program. The conferences was attended by Safety and Security Managers (SSMs) and Directors of Programming and Training (DPTs) from the Europe, Mediterranean, and Asia Region (EMA), in mastering the delivery of the revised Safety and Security global core modules, to train other staff and volunteers on the field.	10/16/17	10/20/17	Washington, DC	42	\$ 142,116	Competitive Basis
DMO/FA Conference - IAP	The DMO/FA Conference brought together the Directors of Management and Operations (DMOs) and Financial Assistants (FAs) from the Inter-America and Pacific Region (IAP) to collaborate and discuss topics of regional importance, including efficient and effective management practices, future budget implications, and current agency initiatives.	10/16/17	10/20/17	Washington, DC	38	\$ 142,944	Competitive Basis
HIV Boot Camp IV	The HIV Boot Camp IV was attended by field staff and volunteers. The HIV Boot Camp trained participants with the latest technical evidence-based practices with focus on HIV-specific anchor activities to help volunteers implement and measure outcome to help communities meet their needs.	10/30/17	11/04/17	Zambia	48	\$ 108,328	Competitive Basis
SARRR ToT +DPT + SSM Conference - AF	SARRR ToT +DPT +SSM is a combined conference training for the Peace Corps SARRR program. The conferences was attended by SSMs and DPTs from AF, in mastering the delivery of the revised Safety and Security global core modules, to train other staff and volunteers on the field.	11/13/17	11/17/17	South Africa	66	\$ 139,639	Competitive Basis
SARRR ToT +DPT + SSM Conference - IAP	SARRR ToT +DPT +SSM is a combined conference training for the Peace Corps SARRR program. The conferences was attended by SSMs and DPTs from IAP, in mastering the delivery of the revised Safety and Security global core modules, to train other staff and volunteers on the field.	01/08/18	01/12/18	Mexico	43	\$ 125,057	Competitive Basis
CD Conference - EMA	The Country Director (CD) conference brought together the CDs from EMA and selected headquarters staff to collaborate and discuss topics of regional importance, including efficient and effective management practices, volunteer support, and upcoming Operating Plans.	04/09/18	04/14/18	Macedonia	31	\$ 119,648	Competitive Basis

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Name of Conference	Conference Description/Purpose	Start Date	End Date	Event Location	Attendee Count	Conference Cost	Contracting Procedure
CME Conference - IAP	The Continuing Medical Education (CME) Conference provided Peace Corps Medical Officers (PCMOs) from IAP with an opportunity to earn required CME credits necessary to remain credentialed to practice medicine in accordance with agency policies, U.S. healthcare standards, and U.S. Federal regulations.	04/22/18	04/28/18	Albuquerque, NM	65	\$ 151,778	Competitive Basis
CME Conference - AF	The CME Conference provided PCMOs from the AF with an opportunity to earn required CME credits necessary to remain credentialed to practice medicine in accordance with agency policies, U.S. healthcare standards, and U.S. Federal regulations.	05/20/18	05/26/18	Benin	62	\$ 165,882	Competitive Basis
ORD Summer Training	The Office of Recruitment and Diversity (ORD) Summer Training was a consolidation of annual staff conferences, previously held by regional offices. This joint conference included a review of past year's results, training on new recruitment initiative and technologies, and planning for upcoming recruitment season in meeting posts' requests for volunteers.	06/03/18	06/09/18	Minneapolis, MN	95	\$ 168,810	Competitive Basis
CD Conference - IAP	The CD conference brought together the CDs from IAP and selected headquarters staff to collaborate and discuss topics of regional importance, including efficient and effective management practices, volunteer support, and upcoming Operating Plans.	08/13/18	08/17/18	Ecuador	34	\$ 115,426	Competitive Basis
CME Conference - EMA	The CME Conference provided PCMOs from EMA with an opportunity to earn required CME credits necessary to remain credentialed to practice medicine in accordance with agency policies, U.S. healthcare standards, and U.S. Federal regulations.	08/20/18	08/24/18	Thailand	55	\$ 157,628	Competitive Basis
M&E Workshop - AF	The Monitoring and Evaluation (M&E) Workshop focused on building the analytical capacity and shared understanding of the Peace Corps monitoring systems and reporting requirements. This workshop also addresses changes in reporting requirements for the President's Emergency Plan for AIDS Relief (PEPFAR) funds and introduce M&E concepts from the new reference logical project framework or LPFs for Health (HIV, Maternal and Child Health, and Youth Health).	09/10/18	09/14/18	Botswana	33	\$ 101,813	Competitive Basis
CD Conference - AF	The CD conference brought together the CDs from AF and selected headquarters staff to collaborate and discuss topics of regional importance, including efficient and effective management practices, volunteer support, and upcoming Operating Plans.	09/22/18	09/28/18	Senegal	46	\$ 183,590	Competitive Basis