



## Planning Practitioner Program (PPP) FY 2022

### Course Dates:

E0237 – April 11–15, 2022

E0238 – July 18–22, 2022

Please note that potential students will need to apply to both courses individually through the admissions process.

### Travel Dates:

April 10, 2022, and April 16, 2022

July 17, 2022, and July 23, 2022

### Course Length:

Each course is 5 days in length.

### Location:

Emergency Management Institute (EMI), National Emergency Training Center (NETC), Emmitsburg, Maryland

### Program Description:

The Planning Practitioner Program is a series of two classroom courses (E0237 and E0238) focusing on advanced project management and program management, along with each phase of the six-step planning process. A PPP Capstone project is required within 1 year after the completion of E0238.

PPP candidates work within a collaborative environment on planning challenges and establish a network of peers. Candidates are selected from diverse professional backgrounds where they can demonstrate their expertise at all levels of planning through in-class teach-backs and the individual PPP Capstone Project.

Participants refine and practice skills critical to performing the phases of the planning process, such as mapping the planning landscape, stakeholder selection and engagement, risk analysis, forming solutions, and programmatic issues. Candidates apply the key learning concepts from the PPP curriculum relative to their organizations and their own jurisdictional environments.

Candidates must complete the training requirements in this order without exception. If accepted into the program, candidates must complete the courses with their assigned cohort.

### Course Goal:

Deliberate planning enables a jurisdiction to mitigate loss and improve outcomes from hazards, threats, and risks. The Planning Practitioner Program (PPP) mission is to improve the capabilities of emergency management planning personnel in planning program management and in every phase of the overall planning process across all mission areas.

These instructor-led courses allow planners to further develop their knowledge, skills, and abilities to perform effectively as lead planners and planning program managers. PPP candidates will apply the concepts learned in the classroom to improve planning activities conducted within their jurisdiction and strengthen the vertical integration of emergency management planning at all levels of government.

### Prerequisites:

Applicants must complete all nine pre-requisites OR have graduated from the EMI Basic Academy.

1. IS-100: Introduction to the Incident Command System (ICS)
2. IS-200: Basic Incident Command System for Initial Response
3. IS-230: Fundamentals of Emergency Management
4. IS-235: Emergency Planning
5. IS-700: An Introduction to the National Incident Management System (NIMS)
6. IS-800: National Response Framework (NRF), An Introduction
7. IS-240: Leadership and Influence
8. IS-241: Decision Making and Problem Solving
9. IS-242: Effective Communication

OR, graduation from the EMI Basic Academy, during or after 2018.

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**Target Audience:**

The Planning Practitioner Program series is designed for experienced individuals with significant responsibility in deliberate planning programs. Ideal candidates will have 3–5 years of experience in emergency management planning activities, including:

- Appointed emergency management staff from local, state, tribal, territorial, and Federal emergency management offices with deliberate planning responsibilities.
- Public safety or political appointees who conduct planning within the emergency management field.
- Personnel serving in various emergency management disciplines (e.g., law enforcement, fire, public works, and public health) who have a substantial deliberate planning responsibility.

**Registration Deadline: March 11, 2022****To Apply:**

Individually apply for both courses at the [NETC Online Admissions Application site](https://training.fema.gov/netc_online_admissions) ([https://training.fema.gov/netc\\_online\\_admissions](https://training.fema.gov/netc_online_admissions)). Applications must include completion certificates of the Basic Academy OR, IS-100: Introduction to the Incident Command System (ICS), IS-200: Basic Incident Command System for Initial Response, IS-230: Fundamentals of Emergency Management, IS-235: Emergency Planning, IS-700: An Introduction to the National Incident Management System (NIMS), IS-800: National Response Framework (NRF), An Introduction, IS-240: Leadership and Influence, IS-241: Decision Making and Problem Solving, IS-242: Effective Communication, as attachments. Applications should be routed to your State Training Officer (STO) for approval. Federal applicants, please route to your FEMA Regional Training Manager.

To get [NETC application procedures](https://training.fema.gov/apply/), (<https://training.fema.gov/apply/>), scan the below QR Code.

**Travel and Housing Information:**

Upon acceptance into the course, NETC Admissions will mail out an Acceptance Letter and Welcome Package outlining travel information, NETC shuttle services, lodging, and other logistics.

A PDF copy of the [NETC Welcome Package](https://www.usfa.fema.gov/downloads/pdf/netc_welcome_package.pdf) can be found at [https://www.usfa.fema.gov/downloads/pdf/netc\\_welcome\\_package.pdf](https://www.usfa.fema.gov/downloads/pdf/netc_welcome_package.pdf).

Lodging is provided for course participants on the NETC campus. Participants staying overnight on campus are required to purchase a meal ticket for the duration of the training activity. Notify the NETC Transportation Office at least 2 weeks prior to the course date to reserve a shuttle seat. Details for the above are in the Welcome Package. Notice to Applicants for EMI courses: Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number.

**How do I obtain my FEMA SID number?**

1. To register, go to [Student Identification System](https://cdp.dhs.gov/femasid). (<https://cdp.dhs.gov/femasid>)
2. Click on the “Register for a FEMA SID” button on screen.
3. Follow the instructions and provide the necessary information to create your account.
4. You will receive an email with your SID number. You should save this number in a secure location

**EMI Point of Contact:**

For additional information, contact the Course Manager, James Greenshields at (301) 447-1437 or by email at [james.greenshields@fema.dhs.gov](mailto:james.greenshields@fema.dhs.gov) or email the Integrated Emergency Management Branch (IEMB) at: [FEMA-EMI-IEMB@fema.dhs.gov](mailto:FEMA-EMI-IEMB@fema.dhs.gov)

# TRAINING OPPORTUNITY