



## United States Department of the Interior

BUREAU OF INDIAN AFFAIRS  
Washington, DC 20240

AUG 15 2011

Dear Tribal Leader:

The Bureau of Indian Affairs (BIA), *Office of Self-Determination Services* is pleased to announce two online training courses created for both new and established tribal and federal employees who work with Self-determination contracts and grants.

For the beginner, these two courses, ***Public Law 93-638, as Amended, the Law and the Regulations***, and, ***Awarding Official's Technical Representative/Subordinate Awarding Official's Technical Representative (AOTR)*** are designed to provide a foundation for understanding the background and scope of Public Law 93-638, as Amended, and its accompanying Regulations. These two new online courses are excellent tools for Self-determination administrators wanting to "brush-up" or "renew" certification in this specialized field. Optimal for this style of training, employees are taught at their desk through course modules that take a student through vital aspects of the Law and Regulations, plus the process and procedures necessary to understand and carryout the application and intent of Public Law 93-638. These courses can assist in meeting training budget constraints, or assist Self-Determination Program Directors inhibited by timeframes, yet needing to train staff members.

*The Public Law 93-638, as Amended, the Law and the Regulations* course provides an introduction to this unique form of contracting BIA programs and construction projects by tribal authorities; while the *Awarding Official's Technical Representative/Subordinate Awarding Official's Technical Representative* course trainees will learn the roles and responsibilities of the Awarding Official's Technical Representative (AOTR) and the subordinate Awarding Official's Technical Representative (SAOTR) in the self-determination contracting process.

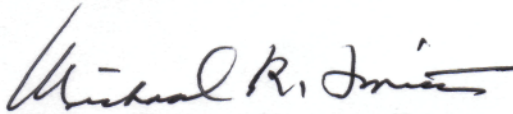
Each course module ends with a quiz for section comprehension with a final exam completing the online course. Tribal employees taking the final exam will be scored simply to determine their comprehension level and may return to course material to re-examine elements of the Self-determination Policy. All Federal employees must pass the final exam by 80 percent accuracy or better.

To access the online courses, a tribal or federal trainee will need to go to **DOI Learn** at <http://www.doi.gov/doilearn/index.cfm>. New trainees are required to create a personal I.D. and password. After accessing the DOI Learn homepage look at the left menu for **Catalog** and click on the link. On the **Catalog** page enter the word *Self-determination* in the Search Box and click GO. This will take you to all the courses (online, or Instructor led) available from the Office of Self-determination Services, click on the desired course and begin the training. This on-line training is also available on BIA.GOV Indian Affairs Home page web site. After accessing Indian Affairs Home page, look at the "Choose a Service" box, click on the Indian

Services drop down, choose the Division of Self-Determination, scroll down to Training Videos and choose the desired course to begin.

If you do not have access to the Internet these courses are also available on CD-ROM. Please contact Debra Peebles at: (505)-563-3677 for further information.

Sincerely,

  
Acting Director, Bureau of Indian Affairs