|  |
| --- |
| **Introduction and Training Overview**   * Welcome * Training Overview * What is the Office of Real Property Disposal and What Do We Do? * The Current Political Landscape Regarding Real Property: Explain Current Governmental Initiatives (Presidential, Congressional, and Federal Agency Level) |
| **Module 1: An Overview of Federal Real Property**   * Real Property Definitions * Relevant Laws, Executive Orders, and Disposal Authorities (e.g., 1949 Act, FMR) * Understanding the Real Property Process and its Terminology   + How is Real Property Managed?   + Roles and Responsibilities in the Real Property Disposal Process (e.g., Landholding Agency, Disposal Agency, Sponsoring Agency) |
| **Module 2: Reporting Real Property Excess**   * An Overview of Reporting Property Excess * Completing the Standard Form 118 * The Excess Real Property Checklist (Due Diligence Package) * The Report of Excess Portal: Compiling the Standard Form 118 and the Excess Real Property Checklist |
| **Module 3: The Federal Real Property Disposal Process**   * The Property Act in Detail: Reporting Property Excess to GSA   + Federal Screening and Federal Transfers   + McKinney-Vento Homeless Assistance Act   + Stakeholder Outreach   + Appraisal and Determining Highest and Best Use   + Surplus Determination, PBC Screening, and the Sponsoring Agency Role   + Negotiated Sales   + Public Sales and Auctions   + Overview of the Closing Process * Review Agency Responsibilities After a Property Has Left Federal Hands |
| **Module 4: Additional Utilization Tools to Leverage Repositioning**   * GSA Relocation Program * Real Property Exchanges * Abandonment, Destruction or Donation to Public Bodies |
| **Module 5: Real Property Asset Management Strategies**   * Introduction to Portfolio Management * Case Study: PBS’s Portfolio Reinvestment and Asset Repositioning Strategy * Introduction to Targeted Asset Reviews, Utilization Studies, and Marketability Studies * Case Study: Target Asset Reviews |
| **Module 6: Appraisals**   * Appraisal Terminology * The Valuation Process * Highest and Best Use * Valuation Analysis |

|  |
| --- |
| **Module 7: Federal Real Property Profile**   * Federal Real Property Profile Background * Federal Real Property Profile Data * Federal Real Property Data Compiled * Freeze the Footprint |
| **Module 8A: Introduction to Environmental Laws Affecting Property Disposal**   * Introduction to Environmental Statutes Affecting Federal Real Property * The Basics of the Cleanup Process: Cleanup Frameworks (CERCLA and RCRA) and Screening Levels |
| **Module 8B: National Environmental Policy Act (NEPA)**   * NEPA Overview * LHA Responsibilities * GSA's Approach to NEPA compliance for Property Disposal |
| **Module 8C: Developing a Strategy for Historic Properties**   * National Historic Preservation Act (NHPA) Overview * NHPA: Acceptance and Disposal Considerations * NHPA Nuances |
| **Module 8D: Endangered Species Act**   * Endangered Species Act: Acceptance and Disposal Considerations |
| **Module 8E: Coastal Zone Management Act, Floodplains and Wetlands**   * Coastal Zone Management Act: Acceptance and Disposal Considerations * Floodplains and Executive Order 11988 * Floodplains: Acceptance and Disposal Considerations * Wetlands and Executive Order 11990 * Wetlands: Acceptance and Disposal Considerations |
| **Module 8F: CERCLA**   * CERCLA Overview * CERCLA: Acceptance and Disposal Considerations * Meeting Section 120(h) Requirements |
| **Module 8G: RCRA, USTs, Pesticides, and PCBs**   * RCRA: Acceptance and Disposal Considerations * Underground Storage Tanks: Acceptance and Disposal Considerations * Pesticides: Acceptance and Disposal Considerations * PCB-Containing Equipment: Acceptance and Disposal Considerations |
| **Module 8H: Asbestos and Lead-Based Paint**   * Asbestos: Acceptance and Disposal Considerations * Lead-Based Paint: Acceptance and Disposal Considerations * How to Address Lead-Based Paint within the CERCLA Framework |
| **Module 8I: Radon and Mold**   * Radon and the Toxic Substances Control Act * Radon: Acceptance and Disposal Considerations * Mold: Acceptance and Disposal Considerations |

**Module 9: Training Summary and Wrap Up**

* Additional Q &A
* GSA Contacts, Feedback, and Evaluation