



National Association of
State Procurement Officials

Member Benefits & Services Reference Guide



WHAT IS NASPO?

The National Association of State Procurement Officials (NASPO) is a nonprofit association dedicated to advancing public procurement through leadership, excellence and integrity.

WHO CAN JOIN?

State Chief Procurement Officers (CPOs) and staff in the central purchasing office in each of the 50 states, District of Columbia and U.S. territories can join NASPO and gain access to the many benefits provided to its members.

QUESTIONS?

NASPO Headquarters

110 West Vine Street, Suite 600 Lexington, KY 40507

Phone: (859) 514-9159 | headquarters@naspo.org



WHAT IS THE NASPO NETWORK?

The NASPO Network is an online, members-only platform, which allows members to interact with one another, as well as the NASPO staff.

WHY SHOULD I USE THE NASPO NETWORK?

- Join community forums, receive updates from staff and communicate with other NASPO members.
- You may choose to receive daily emails, real-time emails or login to peruse the discussion at your convenience.

To access the NASPO Network, log in here: www.naspo.org/Members/Network

Need NASPO Network access? Contact headquarters@naspo.org

PROFESSIONAL DEVELOPMENT FUNDS

WHAT ARE NASPO PROFESSIONAL DEVELOPMENT FUNDS?

Professional Development funds are allocated by NASPO to support the continuing education and professional development of state procurement staff. Each state has access up to \$37,229 annually to fund professional development initiatives.

Eligible expenses include:

- NASPO annual dues;
- Professional certification, training or courses;
- Conferences and events;
- Procurement U courses and other educational offerings;
- Hiring interns;
- And more!

HOW DO I ACCESS THESE FUNDS?

Download and complete the Professional Development Funds submission form found in the NASPO Network. Your state CPO will need to indicate approval of the usage of funds by signing the form. Submit the form to finance@naspo.org.



WHAT IS THE GREEN PURCHASING TECHNICAL ASSISTANCE FUND (GPTAF)?

NASPO has budgeted a specific amount of GPTAF for professional services to assist in establishing, implementing and enhancing sustainable purchasing (green procurement) within your state.

ELIGIBLE EXPENSES INCLUDE:

- Research, development, marketing and evaluation of green product policies and solicitations;
- Development of metrics and data related to green products and services;
- Education and training;
- And more!

HOW CAN I TAKE ADVANTAGE OF GPTAF?

Complete and submit the GPTAF application found on the NASPO Network. Applications must include the signature of the primary NASPO member. Submit applications to GreenFunds@naspo.org. If the application is approved, the state may initiate the project and begin submitting payment requests using the NASPO Green Purchasing Technical Assistance Fund Reimbursement Form.

Questions? Contact GreenFunds@naspo.org

NASPO CONFERENCES

- Annual Conference: 2 complimentary registrations
- Exchange Conference: 2 complimentary registrations
- REACH/Regional Conference: 6 up to complimentary registrations
- Academic Forum: 1 complimentary registration
- Law Institute: 2 complimentary registrations for state attorneys
- STCC: 2 complimentary registrations for state trainers

Please visit NASPO's Conferences and Events page to learn about upcoming events.

COMPLIMENTARY REGISTRATIONS

Includes the conference fee, hotel and authorized travel expenses. Additional state members may attend conferences using Professional Development Funds. Please review the NASPO Travel Policy prior to submitting travel expenses.

Questions? Contact registrations@naspo.org

Reimbursement Questions? Contact finance@naspo.org



WHAT IS PROCUREMENT U?

NASPO's Procurement U is a multi-faceted educational platform provided to members of NASPO and other government procurement professionals. Procurement U provides professional development opportunities, training, resources, publications and more that are specifically tailored to meet the needs of state procurement officials and other public procurement staff.

COURSES AVAILABLE

- Procurement 101: Foundations of Public Procurement
- Contract Administration Strategies
- Introduction to Negotiations
- Introduction to Requests for Proposals
- Market Research Strategies
- Introduction to Sole Source Procurement
- And more!

COURSE FEES

Discounted rates are available to NASPO members. In addition, Professional Development Funds may be used to purchase courses.

CERTIFICATION

Procurement U also assists individuals seeking UPPCC certification or re-certification by providing procurement education, exam preparation courses and additional resources.

To learn more, visit www.naspo.org/ProcurementU

Questions? Contact procurementu@naspo.org

PUBLICATIONS & WEBINARS

NASPO's Research & Innovation team works diligently to bring members the latest news, best practices and emerging issues in state procurement, including:

PUBLICATIONS

- Annual Top 10 Priorities for State Procurement
- State and Local Government Procurement: A Practical Guide, 3rd edition

WEBINARS

- Emerging Issues – Agile Procurement in Practice
- Best Practices – Effective Sourcing Methods for State Procurement
- Workforce – Millennials in State Procurement

PROCUREMENT PULSE, a blog that monitors state issues in procurement.

To access these resources and more, visit www.naspo.org/research-and-innovation



ProcurementIQ is a leading online resource for procurement research and services. This free benefit to NASPO members provides hundreds of reports on:

- Industry price trends;
- Market characteristics;
- Negotiation questions;
- Key RFP elements;
- And more!

Each state has one log-in email and password for their office. If you need assistance accessing ProcurementIQ, please contact headquarters@naspo.org.



NASPO provides state members with access to the government contracting market intelligence solution, GovWin IQ. Key uses for GovWin IQ include:

- Leveraging the best practice solicitations and terms/conditions used by other government organizations in contracting;
- Researching companies to find and qualify bidders and examine their track record in contracting at the federal and SLED level; and
- Connecting with peers in other government organizations dealing with common issues and challenges in government contracting.

Each NASPO member has their own log-in details. For help accessing GovWin IQ, contact headquarters@naspo.org.



ValuePoint offers more than 60 national cooperative purchasing contracts covering a wide range of goods and services. These competitively bid contracts are developed and administered by a multi-state sourcing team. To utilize one of these contracts or to learn more, visit www.naspovaluepoint.org.

IN-STATE COOPERATIVE OUTREACH FUNDS

ValuePoint supports states in promoting their in-state cooperative purchasing programs. Each state has access up to \$17,000 annually to fund these programs. Some eligible expenses include:

- Outreach for in-state cooperative purchasing and contracts;
- Media and media placement of state-led contracts; and
- Conferences & events highlighting the value of cooperative purchasing or in-state contracts.

Questions about ValuePoint? Contact headquarters@naspo.org



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Contact us at headquarters@naspo.org with questions.