GRANT WRITING WORKSHOP

Instructor

Arthur Davis, GPC

What Will You Learn From the Grant Writing Workshop?

The workshop will guide you through the ins and outs of grant research, proposal development, and funder relationships. It aims to teach you how to position your organization and its programs for private grant funding. We will explore where grant funding fits in a non-profit's overall fundraising plan, including its advantages and limitations. It will specifically address foundation programs, structures, intents, and processes in order to illuminate what grantmakers are looking for and to identify which of your projects might potentially be a fit.

Curriculum Elements

Section One – Introduction

- Welcome & Introductions – course goals & objectives

- What is a foundation?

- Why, and why not, to apply for grants?

- When are grants a good match: aligning the needs of the community, the organization, and the funder

- The proposal development process

Section Two – Developing a Proposal

- Basic Components of a Grant Application

- Needs Statements: What problem are we trying to solve

- Goals, objectives, outcomes

- Planning Profile Worksheet: An overview of your project

- Project Description – Writing the narrative

- Organizational Credibility

- Evaluation

- Budget: Telling the story of your project through the budget

- Logic model: Planning your program

- Letter of Inquiry: Template for two page applications

This workshop is sponsored by Columbia County Cultural Coalition (CCCC).
For more information, please contact Kannikar Petersen at kpetersen@akaandesign.com or 503-366-3050

Section Three – Funder Relations and Organizational Readiness

> • Are you (really) ready to apply for grants?

> • The Grantsmanship Cycle

> • Donor cultivation

> • Responding to a "No"

> • After the award

> • What about federal grants?

Section Four – Funder Research

> • Guidestar: Form 990PF

> • Foundation Directory Online

> • Oregon Foundation Databook, Washington Foundation Databook

Who Should Attend?

Staff and volunteers of nonprofit organizations who would like to become more familiar with this skill set.

Date & Time: Wednesday May 23. 9AM -4PM. (Lunch 12 – 1 PM)

Location: Columbia Center Auditorium, 375 S. 18th Street, St. Helens, OR 97051

Fee(s): Registration fee includes lunch and coffee breaks

- Member of non-profit organization $55 ($50 from now until April 30)
- General public $65 ($60 from now until April 30)

To register, go to columbiacultural.org/pdfs/2018_grant_writing_registration_form_fillable.pdf

Fill out a registration form and send it <u>with a check payable to</u> **Columbia County Cultural Coalition** to

> Columbia County Cultural Coalition
> c/o: Kannikar Petersen
> P.O. Box 824,
> St. Helens, OR 97051

ABOUT THE INSTRUCTOR

Arthur Davis, GPC is an experienced grant writer for human services, education, and workforce development nonprofits. Arthur learned grant writing while earning his MBA and Certificate in Nonprofit Management at Portland State University. As the co-founder of The School and Community Reuse Action Project, Arthur wrote the capacity-building grants that transformed SCRAP from a $30,000 to a $300,000 agency. Current clients include Urban League of Portland, Catholic Charities of Oregon, Big Brothers Big Sisters, Oregon Human Development Corporation, Oregon MESA, and Constructing Hope. Arthur served as treasurer for Grant Professionals Association of Oregon & SW Washington for the past three years and currently serves as the conference planning and strategic relations coordinator. Arthur holds a Grant Professionals Certification (GPC) Institute credential.