



Grant Writing 101

April 20 & 27, 2010

(A 6-hour, two-part seminar)

5:30 p.m. - 8:30 p.m.

PA CareerLink Conference Room

High Street & Washington Street, Waynesburg, PA

\$60 per person (includes light dinner)

Grant Writing 101 will provide hands-on grant preparation experience for new grant writers, and refresh the skills of experienced grant writers. Participants will learn how to:

- ▶ Identify potential funders and grant opportunities
- ▶ Develop contacts and relationships with funders
- ▶ Plan project proposals
- ▶ Write a Letter of Inquiry (LOI)
- ▶ Use elements of a good proposal
- ▶ Prepare a grant proposal, and more...

This 6 hour seminar is designed for employees and board members of nonprofit organizations, schools, governmental agencies, etc. as well as other individuals who want to learn how to prepare and write grant proposals for funding from foundations, corporations, and individual donors.

Instructor: Teresa A. Gregory, CFRE, is director of foundation and government grant seeking at Robert Morris University. She has directed campaigns of \$200,000 to \$20 million for a wide variety of organizations including major research universities, professional theaters, museums and small grassroots organizations. She is an active member of the Western Pennsylvania chapter of the Association of Fundraising Professionals.

Grant Writing 101 is sponsored by the *Community Foundation of Greene County* in conjunction with the **Bayer Center for Nonprofit Management**.

Contact For More Information or to Register:

Community Foundation of Greene County, PO Box 768, Waynesburg, PA 15370

Phone: 724-627-2010

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Email: cfgcpa@gmail.com

REGISTRATION FORM

Grant Writing 101 (2-part seminar)

Name: _____

Title/Position: _____

Organization: _____

Address: _____

Phone Number: _____ Extension: _____ Fax: _____

E-mail Address: _____

Registration is due by April 13, 2010. (Please use one registration form for each person)

_____ Enclosed is my registration fee of \$60 (Make checks payable to "CFGFC")

_____ Register me now – I'll bring my registration fee with me.

Once you register, you are responsible for payment of registration fee whether or not you attend. Refunds will be available for cancellations received on or before April 13, 2010. No Refunds will be issued for cancellations received after April 13, 2010 unless the event is cancelled by CFGC.