

# NOTICE OF AVAILABILITY OF STATE AND FEDERAL FUNDS

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## Grant Funding USA

Grant Funding and Proposal Writing Essentials Course  
City University of New York Campus  
New York, New York

DEVELOPMENT PROFESSIONALS, RESEARCHERS, FACULTY AND GRADUATE STUDENTS

### Grant Funding USA's Grant Funding and Proposal Writing Essentials Course

Grant Funding USA is offering the Grant Funding and Proposal Writing Essentials Course to be held in New York, New York from December 17-19, 2014. Interested development professionals, researchers, faculty, and graduate students should register as soon as possible, as demand means that seats will fill up quickly. Please forward, post, and distribute this e-mail to your colleagues and listservs.

All participants will receive certification in professional grant writing. For more information call (909) 353-4872 or visit the Grant Funding USA website at [www.grantfundingusa.org](http://www.grantfundingusa.org).

Please find the program description below:

Grant Funding USA's

Grant Funding and Proposal Writing Essentials Course

will be held in

New York, New York

on the City University of New York campus

December 17-19, 2014

8:00 AM - 5:00 PM

Grant Funding USA's Grant Funding and Proposal Writing Essentials Course is an intensive and detailed introduction to the process, structure, and skill of professional proposal writing. This course is characterized by its ability to act as a thorough overview, introduction, and refresher at the same time. In this course, participants will learn the entire proposal writing process and complete the course with a solid understanding of not only the ideal proposal structure, but a holistic understanding of the essential factors, which determine whether or not a program gets funded. Through the completion of interactive exercises and activities, participants will complement expert lectures by putting proven techniques into practice. This course is designed for both the beginner looking for a thorough introduction and the intermediate looking for a refresher course that will strengthen their grant acquisition skills. This class, simply put, is designed to get results by creating professional grant proposal writers.

Participants will become competent program planning and proposal writing professionals after successful completion of the Grant Funding and Proposal Writing Essentials Course. In three active and informative days, students will be exposed to the art of successful grant writing practices, and led on a journey that ends with a masterful grant proposal.

The Grant Funding and Proposal Writing Essentials Course consists of three (3) subject areas that will be completed during the three-day workshop.

#### (1) Fundamentals of Program Planning

This session is centered on the belief that "it's all about the program." This intensive session will teach professional program development essentials and program evaluation. While most grant

writing "workshops" treat program development and evaluation as separate from the writing of a proposal, this class will teach students the relationship between overall program planning and grant writing.

#### (2) Proposal Writing Essentials

Designed for both the novice and experienced grant writer, this component will make each student an overall proposal writing specialist. In addition to teaching the basic components of a grant proposal, successful approaches, and the do's and don'ts of grant writing, this course is infused with expert principles that will lead to a mastery of the process. Strategy resides at the forefront of this course's intent to illustrate grant writing as an integrated, multidimensional, and dynamic endeavor. Each student will learn to stop writing the grant and to start writing the story. Ultimately, this class will illustrate how each component of the grant proposal represents an opportunity to use proven techniques for generating support.

#### (3) Funding Research

At its foundation, this course will address the basics of foundation, corporation, and government grant research. However, this course will teach a strategic funding research approach that encourages students to see research not as something they do before they write a proposal, but as an integrated part of the grant seeking process. Students will be exposed to online and database research tools, as well as publications and directories that contain information about foundation, corporation, and government grant opportunities. Focusing on funding sources and basic social science research, this course teaches students how to use research as part of a strategic grant acquisition effort.

#### Registration

\$495.00 tuition includes all materials and certificates.

Each student will receive:

\*Grant Funding USA's Certificate in Professional Grant Writing

\*The Guide to Successful Grant Writing

\*The Grant Writer's Workbook with sample proposals, forms, and outlines

#### Registration Methods

1) On-Line - Complete the online registration form at [www.grantfundingusa.org](http://www.grantfundingusa.org) under the Registration page. We'll send your confirmation by e-mail.

2) By Phone - Call (909) 353-4872 to register by phone. Our friendly Program Coordinators will be happy to assist you and answer your questions.

3) By E-mail - Send an e-mail with your name, organization, and basic contact information to [register@grantfundingusa.org](mailto:register@grantfundingusa.org) and we will reserve your slot and send your Confirmation Packet.

We respect your privacy and want to ensure that interested parties are made aware of Grant Funding USA programs and schedules. This is intended to be a one-time announcement. In any event, you should not receive any more announcements unless there is a program next year in your area. To be excluded from next year's announcement, send a blank e-mail to [exclude@grantfundingusa.org](mailto:exclude@grantfundingusa.org) and write "Exclude" in the subject line.

