

# Grant Writing Basics



Improve your grant writing skills — Register today!

CLASSES BEGIN MARCH 11

LIMITED SEATING FOR THIS POWERFUL WORKSHOP:

## The Journey of Grant Writing

**Instructor: Bonnie Zachowski, Grant Professional**

Are you interested in writing grants for your organization? Or are you already writing grants and looking to improve your skills? Come learn about grant writing from a professional grant writer with demonstrated success!

This course will introduce you to the journey of grant writing. During this 15-hour course you will learn and become comfortable with Grant Writing. The course will cover the following areas:

- Grant terminology;
- Tune-up your writing and editing skills;
- Create and write your problem statement;
- Create and write a solid grant proposal;
- Foundations/Federal & State grants;

- Introduction to the logic model;
- Introduction to goals and objectives;
- Introduction to drafting a budget;
- Introduction to RFP announcements;
- Introduction to grant websites; and
- Final-drafts and submitting a grant proposal.

At the end of the course, you will submit a draft grant proposal on the topic of your choice that will be reviewed and critiqued in the classroom. You will leave class prepared to draft and submit grant proposals for your organization.

Tuition includes classroom materials and a certificate of attendance. You will also receive 1.5 CEU's (continuing education units) for attending this comprehensive 15-hour program.

### Phone 440-415-1529

Use your VISA, Mastercard or Discover. Have your card, the course title and student information ready when you call.

### Internet

Visit us on-line at [www.yourtrainingresource.com](http://www.yourtrainingresource.com).

### In Person

Visit our office at The Kent State Center at The Lodge and Conference Center at Geneva State Park, 4888 State Route 534, Geneva-on-the-Lake, Ohio, between 8 a.m and 5 p.m. We accept credit cards, checks, or money orders.

### Refunds

Refunds are based on date of notification of cancellation made to the Office of Corporate and Community Services at 440-415-1529.

For more information, contact Sandy Beebe at 440-415-1529 or [sbeebe1@kent.edu](mailto:sbeebe1@kent.edu). The registration deadline is March 5, 2010.

**“Having to actively engage in grant writing as part of the class was great! This really jumpstarted my grant efforts!”**

*-Rita K. Drew, Trustee for local non-profit organization*

**Meeting dates:** Thursday, March 11 - Thursday, April 15, 2010 (skipping April 8) 5 total sessions

**Meeting Times:** 6:00 - 9:00 p.m.

**Fee:** \$199

*According to a Fall 2009 survey of prior participants from this program that have received grant funding since completing the course, the average grant received is \$50,000.*

Kent State University Ashtabula  
Office of Corporate and Community Services  
Lori Lee, Director  
3300 Lake Road West  
Ashtabula, Ohio 44004