PROJECT GRANTSMANSHIP

Project Grantsmanship began in 2007 as a partnership of the Annenberg Foundation, California Community Foundation, and The Grantsmanship Center. Its purpose is to strengthen small to medium-sized community-based organizations in Los Angeles County by training their leaders to plan more effective programs, produce logical and compelling grant proposals, and collaborate more effectively with colleague organizations. Project Grantsmanship support has expanded to include additional partner foundations including Dwight Stuart Youth Fund, Ralph M. Parsons Foundation and the S. Mark Taper Foundation.

HOW DOES PROJECT GRANTSMANSHIP WORK? The partner foundations underwrite up to 90 percent of the tuition for eligible nonprofit representatives to attend The Grantsmanship Center's 5-day Grantsmanship Training Program. This training program uses the Center's Listen & Discuss, Do & Review® curriculum so that students gain essential knowledge and skills in all aspects of program planning, proposal writing, finding appropriate funders, working with funders as partners, and reviewing proposals as funders do. The last day of Project Grantsmanship includes a Meet-the-Grantmakers event where participants hear directly from foundation program officers. Graduates of Project Grantsmanship receive one year of no-cost Full Membership in the Center's Membership Program. Full membership includes a range of benefits, including access to the GrantDomain funder databases.

WHO MAY ATTEND? Board members or paid staff of organizations based in Los Angeles County with IRS 501(c)(3) public charity status and annual budgets at or below $10 million are eligible. Each unique nonprofit organization may send up to two participants over the lifetime of Project Grantsmanship. (Sorry, volunteers and independent consultants are not eligible.)

WHAT IS THE TUITION? $200 per person for organizations with budgets less than $750,000, and $300 per person for organizations with budgets between $750,000 and $10 million. Each participant is eligible to receive a rebate of half of their payment when follow-up requirements are met. The standard tuition for this training is $895 per person.

ARE THERE OTHER REQUIREMENTS? Because of the comprehensive nature of this training and the team approach to certain segments, participants are required to attend all scheduled sessions for all five days. Additionally, within five months of completing the training, each participant is required to submit a draft proposal to The Grantsmanship Center for constructive feedback. (Participants receive guidelines for proposal reviews during the training.) Once a participant completes the entire review process, and an online survey, half of the participant’s tuition payment will be refunded.

HOW TO APPLY: Complete the Project Grantsmanship Registration Form. Submit this form with required documentation and fee. See next page for payment options. Incomplete applications will not be accepted. If you have any questions, please call Connie Mak, Project Grantsmanship Coordinator, at (213) 482-9860 x248.

TRAINING DATES:
- March 10-14, 2014
- June 2-6, 2014
- August 18-22, 2014
- November 3-7, 2014

TRAINING LOCATION:
The Grantsmanship Center
350 S. Bixel St., Suite 110
Los Angeles, CA 90017

TRAINING HOURS:
Breakfast and lunch will be provided at no cost everyday.
Monday - Thursday .................................................................. 8:30 AM to 5:30 PM
Friday ......................................................................................... 8:30 AM to 1:30 PM
(Participants have the option of working until 8 PM on Wednesday.)
PLEASE NOTE: You are not officially enrolled in this training until you have 1) submitted all required information, 2) submitted payment, and 3) received confirmation email from The Grantsmanship Center.

REGISTRATION FORM

Participant: ________________________________  Job Title: ________________________________
Organization Legal Name: _____________________________________________________________
Organization Mailing Address: _________________________________________________________
City: ________________________________   State: _____   Zip: _____________   EIN: _______________________________
Office Phone: ____________________    Cell Phone: ___________________    Emergency Phone: ____________________
Email Address: ___________________________________________________
How did you hear about Project Grantsmanship? ____________________________________________________________

TRAINING DATES: (Please double-check your calendar for schedule conflicts to ensure full commitment to the entire week!)


TUITION: (select one)

Please state your organization’s current annual budget: $ ________________________________

☐ $200 (per person for organizations with budgets less than $750,000)
☐ $300 (per person for organizations with budgets between $750,000 and $10 million)

YOUR APPLICATION MUST INCLUDE THE FOLLOWING:

☐ This completed Project Grantsmanship Registration Form
☐ Most recent Form 990, Form 990-N (submission confirmation), or copy of your organization’s current annual operating budget as approved by the board
☐ Confirmation that your organization is listed on Guidestar’s database (www.guidestar.org)
☐ Payment: (select one)
   ☐ Check (please make payable to The Grantsmanship Center)*
   ☐ Credit Card — For your security, please provide a phone number for us to call for billing information
      Please do not include credit card number on this form. Phone Number: __________________________

HOW TO SUBMIT APPLICATION:

By Mail:      By Email:     By Fax:  
The Grantsmanship Center   By Email: Applications@tgci.com   By Fax: (213) 482-9863  
Attn: Project Grantsmanship   * If you’re mailing a check, please remember enrollment cannot be confirmed until payment is received.
P.O. Box 17220   
Los Angeles, CA 90017-0220

QUESTIONS? Please call the Project Grantsmanship Coordinator at (213) 482-9860 x248.

Class size is limited to 25 participants per training program. Enrollment is on a first come, first serve basis. To withdraw and receive a refund, you must notify The Grantsmanship Center at least three weeks prior to the training program. In an emergency, you may designate another eligible person to attend in your place prior to the start of training.