

**COIC Grants and Resource Development
Workshop Scope and Sequence
Leaders: Rebecca Tatum and Teresa Hogue
April 2021**

Day 1 Tuesday 20 April: Are you ready? Match program to opportunity.

- 9-9:45a Introductions, icebreaker and overview. Expectations for virtual learning and work.
- 10-11a Overview of the landscape – how do grants work? What kinds of grants are there? How do I learn about grants that might fit my program? Briefly address differences between non-profits, municipalities or mixed-governmental orgs (e.g. Neighbor Impact, Park and Recreation Districts).
- break-
- 11:15-12:30 Is your organization ready? Is your project ready? We will practice using tools that help to answer these questions and figure out where more preparation might help. We'll look for ways to match available funds (the funding landscape) to the projects you are ready to fund.
- lunch break-
- 1:00-2p Is your organization ready? *Continued...*
Focus on partnerships and collaboration, on gathering data to set project goals and establish need, and on other key resources you may have or need for the project (staff, time, space, partnerships, clients).

Day 2 Wednesday 21 April: Needs-based project and proposal planning

- 9-10:15a Strong proposal toolkit: writing a needs-based narrative. Create a draft narrative statement using a simple model.
- 10:30a-12p Strong proposal toolkit: creating smart, funder-friendly budgets and financial reports- with guest Paul Adams of Deep Roots Business Solutions.
www.deeprootsbusinessolutions.com
- lunch break-
- 12:30-2 You decide: mock grant reading workshop and debrief.

Day 3 Tuesday 27 April: Sector-specific insights – how to partner with funders.

- 9a-10:15 Working with funders: tips and strategies to feel confident and prepared.
- 10:30-11:30 Join regional sector experts in travel and recreation, arts and culture, basic needs (food, shelter), human services (education), and rural development, to learn how they collaborate and communicate with funders.

Day 4 Thursday 29 April: Workshop an idea or program: sign up for slots today and into May, to work one on one with workshop leaders Becca Tatum and Teresa Hogue.