

## PROJECT GRANTSMANSHIP

Project Grantsmanship was developed in 2007 as a partnership of the Annenberg Foundation, the California Community Foundation, and The Grantsmanship Center. Its purpose is to strengthen community-based organizations in Los Angeles County by training their leaders to: 1) plan more effective programs, 2) produce compelling grant proposals, and 3) collaborate with peer organizations. Project Grantsmanship is now supported by a growing number of foundations, including the Dwight Stuart Youth Fund and The Ralph M. Parsons Foundation.

**HOW DOES PROJECT GRANTSMANSHIP WORK?** The partner organizations underwrite up to 90 percent of the tuition for eligible nonprofit representatives to attend The Grantsmanship Center's five-day *Grantsmanship Training Program*<sup>®</sup>, a comprehensive, hands-on workshop. Participants are trained in the full grant development process — from researching funding sources to writing and reviewing grant proposals — through individual exercises, small group projects, and lectures. Project Grantsmanship also provides all participants with 12 months of follow-up support, including proposal reviews and access to GrantDomain, The Grantsmanship Center's database of funders.

**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 FEE?** \$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 the 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. Each participant in Project Grantsmanship is required to submit a draft proposal for review by The Grantsmanship Center within five months of completing the training. Participants receive specific guidelines for this proposal review during the training.

### HOW TO APPLY:

Complete the Project Grantsmanship Registration Form. Submit 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 the Project Grantsmanship Coordinator at (213) 482-9860 x248.

#### TRAINING DATES:

- Oct. 15-19, 2012
- Dec. 10-14, 2012
- Feb. 25 - Mar. 1, 2013
- May 13-17, 2013

**October 14-18, 2013**

#### TRAINING LOCATION:

**The Grantsmanship Center**  
350 S. Bixel St., Suite 110  
Los Angeles, CA 90017

#### TRAINING HOURS:

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? \_\_\_\_\_

**SELECT ONE:**  
 Paid Staff  
 Board Member

**TRAINING DATES:** **October 14–18, 2013**

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

**TUITION: (select one)**

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

Please state your organization's current annual budget: \$ \_\_\_\_\_

**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:**  
 The Grantsmanship Center  
 Attn: Project Grantsmanship  
 P.O. Box 17220  
 Los Angeles, CA 90017-0220

**By Email:**  
 Applications@tgci.com

**By Fax:**  
 (213) 482-9863

\* If you're mailing a check, please remember enrollment **cannot** be confirmed until payment is received.

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

Please Note: 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.