



MAY 2012



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 Getting Started with <i>Foundation Grants to Individuals Online</i> 2:00–3:00 pm Grantseeking Basics for Individuals in the Arts 4:00–5:00 pm Special Event: Support for Artists: A Resources Seminar by New York Foundation for the Arts 5:30–7:30 pm	3 Grantseeking Basics 1:00–2:30 pm Introduction to Finding Funders and Guide to <i>Philanthropy In/Sight</i> [®] 3:00–4:30 pm Special Event: Hiring and Managing a Prospect Development Team 5:30–7:30 pm	4 Proposal Budgeting Workshop* 9:00 am–4:00 pm	5 How to Approach a Foundation 10:00–11:00 am You Got the Grant! Now What? 2:00–3:00 pm
7	8 Foundation Fundraising* 9:00 am–4:00 pm	9 Special Event: Developing an Outcome Framework for Human Services Organizations 10:00 am–12:00 pm Nonprofit Sustainability: Building Blocks to Organizational Success 1:00–2:00 pm Before You Seek a Grant: A Checklist for New Nonprofits 3:00–4:30 pm	10 Securing Corporate Partnerships* 9:00 am–4:00 pm	11	12
14	15 Guide to Online Grantseeker Resources 1:00–2:30 pm Prospect Research Basics: Researching Individual Donors 3:00–4:00 pm	16 Grantseeking Basics 1:00–2:30 pm Introduction to Finding Funders and Guide to <i>Philanthropy In/Sight</i> [®] 3:00–4:30 pm	17 Proposal Writing Seminar* 9:00 am–4:00 pm	18 Finding Foundation Support for Your Education 1:00–2:00 pm Getting Started with <i>Foundation Grants to Individuals Online</i> 3:00–4:00 pm	19
21	22 Foundation Funding Research: Strategies for Finding and Evaluating Prospects* 1:00–4:00 pm	23 Foundation Funding Research: Strategies for Finding and Evaluating Prospects* 9:00 am–4:00 pm Proposal Writing Basics 6:00–7:00 pm	24 Introduction to Finding Funders and Guide to <i>Philanthropy In/Sight</i> [®] 1:00–2:30 pm You Got the Grant! Now What? 3:00–4:00 pm	25 LIBRARY/LEARNING CENTER CLOSURE @ 1 PM	26 LIBRARY/LEARNING CENTER CLOSED
28 LIBRARY/LEARNING CENTER CLOSED	29 Your Board and Fundraising: An Introductory Class 1:00–2:15 pm Introduction to Fundraising Planning 3:00–4:15 pm	30 Proposal Budgeting Basics 1:00–2:00 pm Proposal Writing Basics 3:00–4:00 pm Special Event: "The Foundation Center's Guide to Proposal Writing": A Book Party for Our 6th Edition 5:30–7:30 pm	31 How to Approach a Foundation 11:00 am–12:00 pm Introduction to Corporate Giving 1:00–2:00 pm		

Note: All educational programs require pre-registration. To register for free classes, call (212) 620-4230 or register online at grantspace.org/Classroom/Training-Calendar/ New-York. Educational programs are listed three months in advance on our web site.

*Indicates that there is a fee for the all-day course. To register for fee-based courses, call (800) 424-9836.

CLASSROOM TRAINING COURSES

For Representatives of Nonprofit Organizations

To gain insight into foundations and the overall grantseeking process...

Grantseeking Basics (90 min., free): An overview of the funding research process for those seeking grants from foundations, corporations, and grantmaking public charities.

Grantseeking Basics for International Organizations (90 min., free): An overview of the grantseeking process for representatives of foreign NGOs and U.S.-based nonprofits with international programs.

Introduction to Corporate Giving (60 min., free): An introduction to the world of corporate support available resources for research on corporate donors.

How to Approach a Foundation (60 min., free): How to initiate contact with potential funders, planning calls and meetings, and building partnerships with donors.

Foundations and Their Role in Philanthropy (90 min., free): An overview of foundations, their giving, and their role in the nonprofit community.

You Got the Grant! Now What? (60 min., free): Learn best practices in reporting and communicating to deepen relationships with foundations.

Foundation Fundraising: An Introductory Course (one day, \$125): An introduction to the world of foundations and instruction in identifying prospective funders.

After the Grant: Building a Solid Path to the Next One (one day, \$195): For every grantseeker who wants to strengthen relationships with their funders and ensure that the next grant is within reach

Securing Corporate Partnerships (one day, \$195): Helps you understand the unique characteristics of corporate funders, how their giving works, and where to make inroads to gain their support.

Grantseeker Training Institute (five days, \$795): Five days of comprehensive training from the Foundation Center's experts.

To get the most from your funding research...

Introduction to Finding Funders (90 min., free): A hands-on introduction to finding funders using the Foundation Center's comprehensive funding research tool, *Foundation Directory Online*, and *Philanthropy In/Sight*, a data visualization tool for philanthropy's impact.

Guide to Online Grantseeker Resources (90 min., free): Introduces the wide range of resources available on the Foundation Center's web site and teaches how to navigate the site efficiently.

Prospect Research Basics: Researching Individual Donors (60 min., free): Information on how to identify and conduct research on potential individual donors.

Foundation Funding Research: Strategies for Finding and Evaluating Prospects (1.5 days, \$295): Learn to chart your organization's needs and find funders using *Foundation Directory Online Professional*, the Foundation Center's top-tier online database of grantmakers.

To strengthen your proposal writing and budgeting skills...

Proposal Writing Basics (60 min., free): Provides instruction on the key components of a proposal to a foundation or corporation and answers questions that first-timers often have about the process of applying for a grant.

Proposal Budgeting Basics (60 min., free): Teaches the essentials of budget preparation and presentation in a grant proposal, including compiling both expense and income elements.

Proposal Writing Seminar (one day, \$195): Helps the nonprofit grantseeker gain the proposal writing experience needed to secure grants from foundations and corporate sources.

Cultivating Grantmaker Relationships (one day, \$195): Teaches how to make the initial contact, help funders feel connected to your mission, and cultivate grantmaker relationships throughout the grant process.

Proposal Budgeting Workshop (one day, \$195): Will help you to compose and present budgets for your organization and programs.

To learn to run your nonprofit organization effectively...

Before You Seek a Grant: A Checklist for New Nonprofits (90 min., free): Employs a step-by-step checklist approach to help new nonprofits and community groups without 501(c)(3) status determine if they are ready for foundation fundraising.

Introduction to Fundraising Planning (75 min., free): Covers basic strategies for devising a fundraising plan reflecting a diverse array of funding streams.

Developing a Fundraising Plan: Securing Your Organization's Future (one day, \$195): Examines the diverse funding streams for assuring the financial viability of your nonprofit organization.

Your Board and Fundraising (75 min., free): Teaches nonprofit organizations how to actively engage their boards in the fundraising process.

Nonprofit Sustainability: Building Blocks to Organizational Success (60 min., free): Learn how to enhance your organization's competitiveness and strengthen its financial health.

Building a Sustainable Nonprofit Organization (one day, \$195): For nonprofit executive directors, senior managers, board members, and development professionals who want to learn to assess, monitor, and improve the income portfolio of their organization.

Outcome Thinking and Management (one day, \$195): Teaches the merits of outcome-based planning and management, and how this approach can achieve outstanding results.

For Individual Grantseekers

Grantseeking Basics for Individuals in the Arts (60 min., free): If you are an individual involved in the arts this class will show you how to develop a plan that can help you find funding for your arts-related activities.

Finding Foundation Support for Your Education (60 min., free): Demonstrates the tools and techniques for individuals seeking financial support for education.

Getting Started with *Foundation Grants to Individuals Online* (60 min., free): A hands-on introduction to effective use of the Foundation Center's online funding research tool for individual grantseekers.

Spanish-language Classes / Clases en español

Elementos básicos del presupuesto de un proyecto (Proposal Budgeting Basics) (90 min., gratis): Curso de orientación sobre la preparación del presupuesto de un proyecto.

Principios de la búsqueda de fondos (Grantseeking Basics) (90 min., gratis): Curso de orientación sobre el proceso de recaudación de fondos para organizaciones sin fines de lucro.

Principios de la escritura de propuestas (Proposal Writing Basics) (90 min., gratis): Curso de orientación sobre el proceso de la escritura de propuestas a fundaciones y corporaciones.

Seminario sobre la recaudación de fondos: Para organizaciones sin fines de lucro (Foundation Fundraising: An Introductory Course in Spanish) (jornada completa, \$125): Una orientación sobre la investigación e identificación de fundaciones donantes y la preparación de propuestas dirigidas a fundaciones y corporaciones.

Special Programs

To augment our training programs, the Foundation Center offers a Film Series and periodically sponsors or co-sponsors workshops or programs on specific topics. For information on upcoming programs and schedules, visit foundationcenter.org/newyork/ny_specprograms.html.