



GRANT WRITING WORKSHOP

TUESDAY FEB. 21

PROGRAM OVERVIEW

This hands-on class will walk you through aspects of the grant-development process, from identifying grant-fundable projects to finding project funding and identifying funders likely to support it. From there, we will work together to write a project needs statement, develop a project plan and outline an evaluation strategy. We will work on the best ways to think about and present your budget, budget narrative and the other parts of the application. The day will conclude with writing and planning tips to help you present your project and application to receive a grant award. Please bring an idea for a grant project and a laptop computer. You will write parts of a grant application, which we will review as a group. At the end of this session, you will have drafted parts of a grant application from which you can finalize and submit.

INTENDED AUDIENCE

- Foundation staff.
- Grants management/financial support staff.
- Hospital board or foundation board members.
- Human resources staff.
- Public or private grant application staff.

CONFERENCE OBJECTIVES

- Demonstrate ways to write a compelling grant application.
- Develop a grant budget and budget narrative.
- Discover ways to make your application stand out.
- Identify grant-fundable projects and funding for these projects.

PROGRAM AGENDA

9 a.m.	Registration
9:10 a.m.	Introductions
9:20 a.m.	Finding Grant Funders for Your Priority Projects
10:30 a.m.	Break
10:40 a.m.	Writing Needs Statements
Noon	Lunch
1 p.m.	Developing a Project Plan
1:45 p.m.	Developing an Evaluation Plan
2:30 p.m.	Creating a Budget and Budget Narrative
3 p.m.	Other Parts of the Application and Writing Tips
3:30 p.m.	Questions, Comments, Final Thoughts
4 p.m.	Adjourn

SPEAKER



M. Linda Wastyn, Ph.D., CFRE, GPC, has 35 years of grant-development experience that began at the University of Pittsburgh School of Medicine and continued at Bridgewater College and St. Ambrose University. Dr. Wastyn opened Wastyn and Associates in 2011 to provide grant development, fundraising consultation, strategic planning facilitation, and board and leadership development to nonprofits. She earned her bachelor's degrees in politics and communication from Wake Forest University, a master's degree in rhetorical studies from the University of Georgia and a doctorate in higher education administration from Illinois State University. Dr. Wastyn is a certified grant professional, a certified fundraising executive, an approved trainer for the Grant Professionals Association and certified by BoardSource in nonprofit board consulting.

REGISTRATION

Register online at www.ihaonline.org.

REGISTRATION FEES

- IHA members – \$259
- IHA associate members – \$259
- Nonmembers – \$359

PROGRAM LOCATION

IHA Conference Center, 100 E. Grand Ave., Des Moines.

- If you have dietary restrictions or allergies, email iharegistration@ihaonline.org.
- Dress for the conference is business casual. Layered clothing is recommended for your comfort.

PROGRAM NOTES

Dress for the conference is business casual. We recommend layered clothing for your comfort.

LODGING

IHA has a discounted corporate hotel rate attendees can use for overnight accommodations. The discounted rate is offered to attendees on “non-last room” availability, meaning that there are times when this rate will not be available because of high demand. It is important to book early if you think you may need arrangements. When calling, please refer to the corporate ID.

Staybridge Suites Des Moines
Corporate rate: \$133 per night plus taxes
515-280-3828
Corporate ID No.: 786828419

Downtown Embassy Suites Des Moines
Corporate rate: \$143 per night plus taxes
515-244-1700
Corporate ID No.: 560001333

HANDOUT INFORMATION

This is a paperless conference. IHA will email a link to you when the handouts are available. Paper copies of handouts will not be available onsite at the conference.

DIETARY RESTRICTIONS

Email iharegistration@ihaonline.org if you have dietary restrictions or allergies.

REGISTRATION/CANCELLATION/REFUND POLICY

- Cancellations and substitutions are welcome anytime. Email cancellations and substitution requests to iharegistration@ihaonline.org.
- IHA will refund cancellations received 10 or more business days before the conference.
- IHA will charge a \$50 administrative fee to cancellations received six to nine business days before the conference.
- IHA will not refund cancellations received five or fewer business days before the conference.
- IHA will calculate refunds by the date received and the IHA business days remaining before the conference.
- IHA may cancel the conference because of low enrollment. If so, IHA will notify preregistered participants and provide full refunds.

ADA POLICY

IHA does not discriminate in its educational programs based on race, religion, color, sex or disability. IHA wishes to ensure no one with a disability is excluded, denied services, segregated or treated differently than others because of the absence of auxiliary aids and services. If you need any of the auxiliary aids or services identified in the Americans With Disabilities Act to attend this conference, call IHA at 515-288-1955, or write to the IHA Education Department.