Grant Management Strategies
A Workshop for Non Profits and Local Governments

North Carolina Arboretum, Asheville
Wednesday, April 16, 2014
9:30 a.m. to 3:30 p.m. (on-site check-in at 9:00 a.m.)

UNC School of Government adjunct instructor and development officer Kelley O’Brien (http://www.sog.unc.edu/user/123) will lead a grant management seminar for finance officers, clerks, department heads, and others involved in administering grants.

Designed for public and non-profit professionals new to grants management and to the reporting required of federal grants or for those who need a refresher, the seminar will provide an overview of the federal grants process, identify tools for program planning, and cover best practices in grants management that will support grant reporting.

Primary Topics:
• Federal grants, including application procedures and the structure of federal grant proposals
• What to know before you apply: how to avoid obligations you cannot meet
• Program planning tools that support more effective grants management
• Pro-active strategies for ensuring a seamless grants management process

The workshop is co-sponsored by the School of Government and the Local Government Training Program in Political Science and Public Affairs at Western Carolina University. For more information, contact Vickey Wade at (828) 227-3442 or vwade@wcu.edu.

A registration fee of $50 covers the cost of materials, breaks and lunch. Registration ends Wednesday April 9 (or when the class reaches capacity).

Please register at the link. Confirmations will be sent to the email address provided.

Site Directions: http://www.ncarboretum.org/plan-a-visit-or-event/hours-directions/