Obtain Best Practices to Identify and Manage Grants

2004 California State Grants Summit

Writing Effective Grant Proposals to Meet New Performance Auditing and Transparency Standards

November 15-16, 2004 • Sacramento, CA

Sponsored by:

The Performance Institute



✔ Measure and Report Outcomes

Develop performance goals, timelines and strategies for outcomes that are difficult to measure

✔ Identify New Funding Opportunities

Learn from California state grant managers about how to obtain existing grants

✔ Comply with Federal Auditing Rules

Understand applicable legislation and compliance issues as well as the links between direct and indirect costs

✔ Utilize New Evaluation Tools

Design evaluation criteria that will assist in measuring and correcting program performance

Updates and Model Proposals for Grants in:

Law Enforcement
Social Services
Education
Public Health

Write Effective Grant Proposals and Survive the Budget Crunch

Tap New Sources for Grant Funding

Dear Grant Seeker,

Grant managers must be prepared to meet new standards. Plus, identifying existing grants remains difficult and writing effective performance-based grants confounds even the most astute grant seeker.

To help you meet the new standards and win grants, join us for the ***2004 California State Grants Summit*** in Sacramento, CA, November 15–16.

Acquire Tools for Locating Funding and Enhancing Your Grant Writing Skills

This Summit is designed to provide you with best practices and strategies to improve your success rate in finding, winning and managing grants. Our faculty of national and California-based leaders in grant management will share "secrets to success". Our experts will also address an area that is severely lacking among most grant seekers today—the lack of knowledge about what funding is available and how to obtain it. In these days of increasing challenges and decreasing resources, the time to develop these critical skills is now.

Enhance Accountability for Results

The ***2004 California State Grants Summit*** is your opportunity to improve grant writing skills to get the most profitable results. Through the incorporation of outcome-oriented performance measures, grant seekers will be able to communicate, monitor and comply with the compliance requirements that will guarantee a successful closing or extension of the grant.

Hone Your Skills Through Interactive Exercises

Grants development is a combination of strategic planning, project management, performance-based budgeting and collaborative efforts with internal and external partners. This interactive program is designed to provide you with first-hand knowledge of grant opportunities, along with a strategic process to obtain funding. You will learn from national experts and participate in small-group, grant development exercises that will allow you immediate opportunities to apply what you're learning. Over the two-day event, you will develop an outline for a grant application and network with others to learn about model projects.

Space will be limited, so register yourself and your colleagues today by calling 703-894-0481, or visit us on-line at www.PerformanceWeb.org. *I look forward to meeting you this Fall!*

Best Regards,

Benjamin Neumann
Director, State and Local Affairs
The Performance Institute

Key Benefits of Attending the California State Grants Summit:

1. **Acquire** best practice strategies for identifying grants
2. **Develop** strategic indicators and evaluation frameworks that enhance organizational effectiveness and ability to change
3. **Incorporate** lessons learned in performance measures for a number of service issues and outcomes
4. **Improve** your ability to provide critical information to policymakers and to better target scarce resources
5. **Implement** leading best practices to link resources to results in grant applications, proposals, budgets, evaluations and performance reports

Specifically Designed for Grant Seekers in California-State Social Services, Education, Public Health and Law Enforcement that are:

- Grant Makers and Monitors
- Program Administrators
- Grant Writers
- Foundation and Corporate Giving Program Administrators
- Federal, State, and Local Health, Social Service, and Research Agencies
- Trustees Interested in Improving Evaluation and Performance
- Executive Directors and CEOs
- Community Foundation Administrators
- Community-Based Development Organizations (CBDOs)
- Community Development Corporations

California State Grants Summit *Agenda & Speaking Faculty*

Day One: November 15, 2004

8:30 Registration and Continental Breakfast

9:00 Comprehensive Framework for Performance-Based Grants Management
- Develop a framework for measuring grant program performance
- Utilize logic modeling to link end-outcomes to specific grant program activities
- Listen to six proven success stories in performance-based grants management

10:15 Break

10:30 Show Me the Money: How to Identify Available Grants

Listen to a panel of grant administrators from the state and learn about available grants in:
- Education: California Education Department
- Public Health: California Health Services Department
- Social Services: California Social Services Department
- Law Enforcement: California Emergency Services Office

12:00 Luncheon Dialogue: Grant Managers and Grants Seekers: Getting on the Same Page

This informal luncheon discussion will be a continuation of the previous session. Grants representatives from the following agencies will be on hand to answer questions and discuss grants opportunities.
- Education: California Education Department
- Public Health: California Health Services Department
- Social Services: California Social Services Department
- Law Enforcement: California Emergency Services Office

1:15 Costing and Auditing Rules for Grants
- Understand applicable legislation and compliance issues
- Discuss the pros and cons of developing and implementing performance measures to evaluate grant program success
- Understand the links between direct and indirect costs and implement indirect cost rate allocation methodologies

***Walter Sachs**, Senior Fellow, The Performance Institute*

4:00 Adjourn

Day Two: November 16, 2004

8:30 Continental Breakfast

9:00 Establishing A Grants Program in Your Organization
- Build Organizational Capacity for Grant Success
- Work effectively with elected officials through strategic budgeting
- Identify the master task list for grants administration & program success

***Jeff Barlow**, The Hawthorn Institute*

10:00 Problem Identification
- Develop a strong problem based-application
- Sell the problem before selling the solution – Problems Motivate, Goals Direct

***Jeff Barlow**, The Hawthorn Institute*

11:00 Program Evaluation Overview
- Develop models for program evaluation & when to use them
- Consider evaluation success stories that justified General Revenue pick up

***Jeff Barlow**, The Hawthorn Institute*

12:00 Networking Luncheon

1:00 Grant Writing Workshop
- Write measurable goals and objectives to meet performance-based mandates
- Use project management model to manage grant development process
- Apply team based approach to budget and program narrative development
- Utilize stakeholder analysis in problem development
- Determine appropriate evaluation methods for program assessment

***Jeff Barlow**, The Hawthorn Institute*

4:15 Conference Adjourns

How Do I Register?

Call The Performance Institute at **703-894-0481** or visit us online at **www.PerformanceWeb.org**. Please be sure to use priority code **S168** when registering.

Venue

The ***2004 California State Grants Summit*** will be held at the Holiday Inn Sacramento Capitol Plaza. A limited number of rooms have been reserved at the Holiday Inn Sacramento Capitol Plaza at a discounted rate of $112.00 through 10/24/04. Please contact the hotel with the number provided to make reservations. Be sure to ask for the Performance Institute conference rate.

Holiday Inn Sacramento Capitol Plaza
300 J Street
Sacramento, CA 95814
916-446-0100

Tuition

The fee for attending the ***2004 California State Grants Summit*** is $995.

Group Discounts

Reduced tuition rates for delegates who attend in groups of three or more are available by contacting Nick Grasso at 703-894-0481 or Grasso@PerformanceWeb.org.

Administrative Note: A 10% cancellation fee on registration will be charged for cancellations received less than three weeks from the date of the conference. As speakers are confirmed six months before the event, some speaker changes or topic changes may occur in the program. The Performance Institute is not responsible for speaker changes, but will work to ensure a comparable speaker is located to participate in the program.

Presented by: The Performance Institute

November 15-16, 2004 • Sacramento, CA

The Performance Institute
1515 N. Courthouse Rd. Suite 600
Arlington, VA 22201

Tap New Sources for Grant Funding!

Registration Form for 2004 California State Grants Summit

Call 703-894-0481; Fax this Form to 703-894-0482; Or visit www.PerformanceWeb.org

☐ **Yes!** Register me for the Summit.

☐ **Yes!** Sign me up for free e-mail updates on PI research on social policy issues. My e-mail address is below.

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