

GRANT PROPOSAL DEVELOPMENT TRAINING

WHO SHOULD ATTEND?

Government Agencies, Nonprofits, Community Groups, Teachers, Churches, Youth Groups, any organization seeking funding assistance!

Grant Proposal Development: This grant writing session focuses on the total development of a project proposal. Sessions will focus on the key components in developing a complete project or program proposal.

Participants or participant groups **MUST** come to the workshop with a project in hand that you will be working on during the training. Each training day will end with an Individual Proposal Development session, during which you will be implementing the various techniques discussed during the previous sessions to enhance your project proposal's fundability.

Dr. Udell will also be available from 6:00—9:00 p.m. to provide individual assistance, including tailoring a proposal to a specific funding source. Each participant will graduate with a certificate and a complete proposal ready for submittal to a funding source.

All Virgin Islands RC&D programs and services are offered on a nondiscriminatory basis without regards to race, color, national origin, religion, sex, age, disability, political beliefs, and marital or familial status. To file a complaint, write the Secretary of Agriculture, US Department of Agriculture, Washington, D.C., 20250, or call (202) 720-7327 (voice) or (202) 720-1127 (TDD). USDA is an equal employment opportunity employer.

SESSION

GRANT PROPOSAL DEVELOPMENT TRAINING AGENDA

Day One

- I. Introduction
- II. Components of a Proposal
- III. Developing your Need Statement
- IV. Individual Project Development

Day Two

- I. Budget Development
- II. Budget Explanation and Justification
- III. Individual Project Development

Day Three

- I. Developing Project Goals and Objectives
- II. Project Sustainability
- III. Individual Project Development

Day Four

- I. Developing an Evaluation Design
- II. Project Accountability
- III. Individual Project Development

Day Five

- I. Understanding the Six Critical Letters in the Proposal Process
- II. Individual Project Development

**Jointly sponsored by the
V.I. Resource Conservation &
Development Council, Inc., HOVENSA, and the UVI
Cooperative Extension Service**

REGISTRATION FORM

V.I. RC&D GRANT PROPOSAL DEVELOPMENT WORKSHOP

Name: _____

Organization: _____

Mailing Address: _____

Phone: (W) _____ (Cell) _____

Fax: _____ Email: _____

ST. CROIX WORKSHOP COST

	Payment By March 28, 2008	Payment After March 28, 2008
5-Day Registration	<input type="checkbox"/> \$350.00*	<input type="checkbox"/> \$400.00*

***** V.I. RC&D members & UVI-CES staff will receive a \$50.00 discount! *****

The Registration Fee includes instruction materials, lunches and refreshment breaks. Space is limited. For early registration, mail check or money order payable to the V.I. Resource Conservation & Development Council, Inc. (V.I. RC&D) with the registration form to the address below.

**Virgin Islands Resource
Conservation & Development
Council, Inc.
5030 Anchor Way, Suite 2
Christiansted, VI 00820-4692
www.usvircd.org**

**Contact
VI RC&D Office
Phone: (340) 692-9632 ext. 5
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