

# How to Secure Funding from Foundations and You Got a Grant: Now What Should You Do?

*A two-part workshop on how to secure funding for your program/project  
and how to ensure the compliance and completion with the funder's expectations.*

**Dates: Thursdays, October 14 and 21, 2010    Time: 9:00 a.m. – 12:00 p.m.**  
**Registration Deadline: September 30, 2010    Fee: \$60.00**

*Location: Pace University Graduate Center, One Martine Avenue, White Plains*  
*Partially underwritten by CHASE *

## Part I. How to Secure Funding from Foundations (Date: October 14)

Foundations are mysterious institutions to those not familiar with them, and there are many myths about them. This session demystifies the process of securing foundation funding. It provides a thorough grounding in what foundations are all about, including how many there are, who runs them, trends in foundation giving, and how to learn more about them. The workshop will focus on what motivates foundations to give and will help you determine why they might or might not support your organization. Tips and advice relating to specific needs of participants will be provided.


### Topics to be discussed:

- How to identify foundation prospects that most closely match your funding needs
- How to customize your grant request to emphasize the match between your organization and the foundation
- How to approach foundations where you have no prior connection
- How to best present your ideas to foundations
- What to do if the foundation says “yes” and what to do if the answer is “no”

**Who should attend:** Executive directors, program managers, resource development staff, board members, and volunteers.

**Presenter: Judith B. Margolin**, Consultant on Foundations and Grants. A seasoned professional in the field of philanthropy with an in-depth knowledge of foundations, Ms. Margolin served in a variety of capacities at the Foundation Center in New York City for more than twenty years, most recently as Vice President for Planning and Evaluation.

**(Continued on reverse)**

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Mary Ann Luna, Director of Management Center Initiatives

United Way of Westchester and Putnam, 336 Central Park Ave., White Plains, NY 10606

**Questions? (914) 997-6700, ext. 740    Fax: (914) 949-6438    E-mail: [mluna@uwwp.org](mailto:mluna@uwwp.org)**

Name \_\_\_\_\_ Title \_\_\_\_\_

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## Part II. You Got a Grant: Now What Should You Do? (Date: October 21)


This session will provide concrete advice for those about to receive or those who already have secured foundation funding. Getting the grant is just the very beginning of your relationship with a funder-- the tip of the iceberg. Turning your foundation program officer into an avid fan of your organization and an advocate for your cause will ensure a series of successive grants.

### Topics to be discussed:

- How to interpret a grant award letter to be sure you understand funder expectations
- How to establish and maintain systems to manage your grant project effectively
- How to communicate with and cultivate your funder during the course of the grant, at site visits, and once the project is complete
- How to craft grant reports that will impress your funder
- How to position your organization to apply for repeat or additional funding

Also covered will be a series of challenging situations that grantees may encounter with specific advice about how to respond. For example: what do you do if you spend all the grant money before the project is complete? The discussion will be interactive with role playing exercises. Participants will walk away with firm ideas about how to more deeply engage funders in their organizations' missions and programs.

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