

EDUCATION GRANTS FORUM 2010

Seek and Secure Funds for Education Progress

UNDERSTAND the Education Grants Landscape

Learn to understand the latest funding trends, developments and opportunities for your school to gain funding

IDENTIFY Available Funding Opportunities

Understand popular developments such as the race to the top program and the 2020 education goal

DEVELOP Effective Proposal Planning and Development Techniques

Create a framework for writing, developing and winning grants for your school system

OBTAIN Scarce Resources Using Proven Grants Strategies

Identify the characteristics of successful grant programs and how you can tap into those resources

In Association with:

 **THOMPSON**


American Strategic Management Institute

Comply with the Latest Education Grants Guidelines

Earn up to 12 CPE Credits!

www.PerformanceInstitute.org/Grants

WHO Should Attend

- Superintendents
- Principals
- Development Directors
- Grants Administrators
- Grants Managers
- Grant Writers
- Program Administrators
- Education Fundraisers

Education Grants Forum 2010

May 26, 2010

8:30 Registration and Continental Breakfast

9:00

Understand the Grants Landscape in 2010 and Beyond

ARRA funds, "Race to the Top", transparency and accountability, grant eligibility...what does it all mean? In a time of increasing financial hardship, the competition for grants is becoming fierce. In order to stay in line with the competition, you must first assess the playing field. Hear about grant availability at the state and national level as well as private donor applications. Gain invaluable insight as you are provided with a general overview to help you in your quest for obtaining grants.

11:00

The Education Grant Game: Where to Find the Money

Identify Available Funding Opportunities

- Determine the latest funding options from the federal government, especially the Department of Education
- Understand how private grantors and foundations can be valuable resources
- Ensure your school or education system is eligible for the most amount of money

12:00 Lunch Break

1:00

Create a Successful Grant Application

- Execute an application that thoroughly answers questions and meets all education criteria
- Learn how to incorporate "buzzwords" and showcase your school system and program achievements in the grant application
- Strategize and practice the elements of writing clearly and accurately to appeal to grant reviewers with a strong education background

Navigate a Post-ARRA landscape

- Determine if there are still ARRA Department of Education funds available and how to qualify under an accelerated time frame
- Outline communication processes to comply with transparency and required reporting requirements
- Identify President Obama's expectations for the use of education funding for 2010

Learn About the Latest Education Funding Trends

- Examine the mandates and future of the "Race to the Top" competition and how your school system could benefit
- Define Obama's 2020 education goals and how it may bring about new fund allocations
- Create a plan for improving performance and implement measures to track change

4:00 Adjourn

1. Identify your education funding needs and available resources for 2010
2. Develop a framework to effectively craft grant proposals
3. Improve your understanding of the current grants landscape for the public and nonprofit sectors
4. Secure funding to improve the mission of your current programs
5. Stay accountable and transparent through the grants lifecycle



8:30 Continental Breakfast

9:00

The Education Grant Game: Write Successful Performance Based Proposals

Craft Proposals to Get Your School Noticed

- Understand the necessary components of a performance-based proposal
- Develop a proposal with the end goal in mind and communicate that throughout the process
- Learn to edit your documents with clarity and to check for critical errors

Learn to Build a Winning RFP

- Identify your strategic program needs and identify when you should bid on an RFP
- Design and build in logical performance measures as part of the RFP
- Understand the importance of performance measures and how to make them work for your school system

Develop a Stand-Out Proposal

- Apply the basics of grant proposal development & key components of a proposal
- Implement tips for enhanced funding and for making your proposal more relevant, concise and informative
- Review proposal criteria to write for the reviewer and have your proposal stand out among others

12:00 Lunch Break

1:00

Understand How to Target Reliable Funders

- Seek funding sources that are most likely to award grants and renewals
- Understand the requirements of government funding sources like the DOE, as well as non-governmental and private funders
- Monitor current funding options to ensure you qualify and are a match for the funding

The Do's and Don'ts: Avoid Common Pitfalls in the Proposal Process

- Learn from examples of failed proposals in order to ensure your organization stands out
- Develop checklists and best practices to take back to your organization or agency to easily navigate the proposal process
- Navigate a sample writing exercise to ensure you are ready to take on the proposal process

4:00 Training Adjourns

In-House Training

One of the more popular vehicles for accessing the Institute's educational offerings is the delivery of on-site trainings and management facilitations. Bringing a training or facilitation in-house gives you the opportunity to customize a program that addresses your exact challenges and provides a more personal learning experience, while virtually eliminating travel expenses. Whether you require training for your department or for an organization-wide initiative, the advanced learning methods employed by The Performance Institute will create an intimate training atmosphere that maximizes knowledge transfer to enhance the talent within your organization.

Customization

We realize that not all obstacles can be overcome by applying an "off-the-shelf" solution. While many training providers will offer you some variation of their standard training, The Performance Institute's subject matter experts will work with you and your team to examine your programs and determine your exact areas of need. The identification of real life examples will create a learning atmosphere that resonates with participants while at the same time providing immediate return on your training investment. Using interactive exercises that employ actual projects or scenarios from your organization, instructors can address specific challenges and align the curriculum of each session to your objectives. While the majority of on-site trainings are focused on smaller groups, the Performance Institute also has the ability to accommodate organization-wide training initiatives. Utilizing multiple instructors, the Institute has the capacity to deliver courses to groups of up to 300 participants per day.

Areas of Expertise

On-site delivery of single courses, certification programs and entire packages of specialized courses are available in the following areas:

- Strategic Planning
- Performance Measurement
- Project Management
- Lean Six Sigma
- Workforce Management
- Performance-Based Budgeting
- Performance-Based Contracting
- Performance Reporting
- Program Evaluation
- Administrative Management
- Leadership and Change

For more information about in-house training options available to you, please contact **Jennifer Mueller** at 202-739-9619 or email her at Jennifer.Mueller@PerformanceInstitute.org.

Meet the TRAINER

Ms. Elizabeth G. Holden is a widely sought after national consultant and trainer on organizational issues that affect the public, private and nonprofit sectors. She is currently Director of the Polycom Grant Assistance Program, which monitors various grant and funding sources and offers consultation and grant writing support.

Ms. Holden currently serves as a Senior Fellow with the Performance Institute and the Council for Nonprofit Innovation— two non-partisan think tanks that provide consulting and training services to public and non-profit organizations in Washington, DC.

Previously, Ms. Holden was CEO of PrimePoint, and a lead trainer and consultant with Organizational Leadership Programs (OLP) and the Institute of Public Policy (IPP) at the Harry S. Truman School of Public Affairs, University of Missouri. Ms. Holden was also a co-creator and lead trainer for the Missouri Nonprofit Leadership Program, as well as a lead trainer for the Academy for Leadership in Local Governance.

Ms. Holden has extensive experience working with government agencies at all levels and from all branches of government. From 1998-2003, she served as Community Development Program Coordinator with the Missouri Department of Economic Development (DED), where she oversaw the Neighborhood Assistance Program, the largest tax credit program of its kind in the nation. During her tenure with DED, Ms. Holden worked with hundreds of organizations in government and nonprofit sectors providing consultation and technical assistance in a variety of capacity areas.

Ms. Holden received her Master of Public Administration with honors from the Harry S. Truman School of Public Affairs and her Bachelor of Arts in Political Science from Transylvania University. She is certified by the National Development Council as an Economic Development Finance Professional (EDFP).

Logistics & Registration

Venue and Hotel

Education Grants Forum 2010 will be hosted at The Performance Institute's Training Center in Arlington, VA, just one block east of the Courthouse stop on the Orange Line of the D.C. Metro. A public parking garage is located inside of the building for \$10/day. Continental breakfast and refreshments will be provided for delegates on each day.

-  ● The Performance Institute Training Center
1515 North Courthouse Rd., Suite 600
Arlington, VA 22201
877-992-9521

A limited number of rooms have been reserved at the Arlington Rosslyn Courtyard by Marriott at the prevailing rate of \$233.00 until April 27, 2010. This rate is based on the Government Per Diem and is subject to change. Please call the hotel directly and reference code "Education" when making reservations to get the discounted rate. The hotel is conveniently located three blocks from the Rosslyn Metro station. Please ask the hotel about a complimentary shuttle that is also available for your convenience.

Arlington Rosslyn Courtyard by Marriott

-  ● 1533 Clarendon Blvd.
- Arlington, VA 22209
Phone: 703-528-2222
Phone: 1-800-321-2211
www.courtyardarlingtonrosslyn.com

Tuition & Group Discounts

The tuition rate for **Education Grants Forum 2010** is as follows:

Offerings	Regular Rate	*Early Bird Rate
Conference	\$799	\$699

* For the Early Bird Rate, Register by March 17, 2010

For more information on group discounts for Education Grants Forum 2010 please contact **Melvin Hall** at 202-739-9630 or email him at Melvin.Hall@PerformanceInstitute.org

CPE Credit



Delivery Method: Group-live
Program Level: Basic
Prerequisites: None
Advanced Preparation: None
CPE Credits: 12 for the conference

The Performance Institute is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Nashville, TN 37219-2417. Website: www.nasba.org.

Quality Assurance

The Performance Institute strives to provide you with the most productive and effective educational experience possible. If after completing the course you feel there is some way we can improve, please write your comments on the evaluation form provided upon your arrival. Should you feel dissatisfied with your learning experience and wish to request a credit or refund, please submit it in writing no later than 10 business days after the end of the training to:

The Performance Institute: Quality Assurance
805 15th Street, NW, 3rd Floor.
Washington, DC 20005

We will evaluate individual complaints in a context of collective comments from the event.

Note: 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.

If for any reason The Performance Institute decides to cancel this conference, The Performance Institute accepts no responsibility for covering airfare, hotel or other costs incurred by registrants, including delegates, sponsors and guests.

Exhibiting & Sponsorship

As a conference and training provider, The Performance Institute is an expert in bringing together leaders to share and discuss best practices and innovations. We connect decision-makers with respected solution providers. The Institute offers four different pre-designed sponsorship packages:

- Event Co-Sponsor
- Luncheon Sponsor
- Session Sponsor
- Exhibit Booth Sponsor

To learn more about exhibiting and sponsorships at Education Grants Forum 2010 please contact **Meredith Mason** at 202-739-9707 or email her at Meredith.Mason@PerformanceInstitute.org

Logistics & Registration



Visit
www.PerformanceInstitute.org/Grants



Fax this form to
866-234-0680



Call
877-992-9521

Registration Form

- Yes! Register me for Education Grants Forum 2010
- Please call me. I am interested in a special group discount for my team

Delegate Information

Name	Title
Organization	Dept.
Address	
City	State
Telephone	Fax
Email	

Payment Information

- Check Purchase Order/Training Form Credit Card



Credit Card Number	Expiration Date	Verification no.
Name on Card		
Billing Address		

Please make checks payable to: The Performance Institute

CANCELLATION POLICY: The Performance Institute will provide a full refund less a \$399 administration fee for cancellations requested four weeks prior to the event start date unless cancellation occurs within two weeks prior to the event start date. If a cancellation is requested less than two weeks prior to the event start date, no refund will be issued. Registrants who fail to attend and do not cancel prior to the event will be charged the entire registration fee. All cancellations must be requested through the cancellation link found in your attendance confirmation email. Please note that cancellation is not final until you receive a cancellation confirmation email.

- I have read and accepted the Cancellation Policy above.

ACKNOWLEDGED AND AGREED

By: _____ Date: _____

Priority Code: **S280-WEB**



About The Performance Institute

Called “the leading think tank in performance measurement for government” on OMB’s ExpectMore.gov, The Performance Institute has been a leader in Performance Management training and policy since the 2000 administration transition. As part of the Government Performance Coalition, a group of good government organizations, the Institute worked in 2000 to deliver recommendations to the then new administration on what would become the President’s Management Agenda.

In 2010, the Institute is leading Innovations in Government: From Transition to Transformation, or InnoGOV.org, a collection of forums, research and recommendations to bring insight and transformation to the federal government. The goal of InnoGOV.org is to centralize the importance of performance, accountability and transparency in government and to disseminate the leading best practices to government managers.

The Performance Institute has published several research reports regarding performance management initiatives and trains over 10,000 government managers per year on performance-based topics. Dedicated to improving citizen services and taxpayer transparency, the Institute uses a best-practices foundation to deliver the most effective and tested methodologies for improving performance.



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