



**VOLUNTEER
CENTER
OF LUBBOCK**

p r e s e n t s

The Basics of Grant Writing

This workshop will focus on the basic elements of writing grant applications.

INFORMATION PRESENTED WILL INCLUDE:

- 1 Grant Research Methods**
- 2 Funding Sources**
- 3 Building a Prospect List**
- 4 Elements of a Grant Proposal**
- 5 Grant Application Process**
- 6 Available Resources**
- 7 Do's and Don'ts**

What is included:

-A copy of Program Planning and Proposal Writing

Who should attend:

-Beginning grant writers
-People wanting to review their basic grant writing skills

Registration Deadline:

Tuesday,
October 12th, 2010

presented by

Sharon Bass,
*Executive Director of the
Volunteer Center*

Date: Tuesday, October 19th, 2010
Time: 1:30 p.m. - 4:30 p.m.

Location: Volunteer Center Conference Room, 1706 23rd Street
Cost: \$50 Agency Partners, \$65 Non-Agency Partners

To register, fill out and mail or fax registration form to the Volunteer Center.
For more information call 747-0551 or e-mail jfischer@volunteerlubbock.org
Registration also available online at www.volunteerlubbock.org

The Basics of Grant Writing

REGISTRATION FORM

For more information call 747-0551 or e-mail jfischer@volunteerlubbock.org

Name: _____
Title: _____
Organization: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
E-mail: _____

I would like to attend:

The Basics of Grant Writing

\$50 for Agency Partners
\$65 for Non-Agency Partners

Total payment \$ _____

Method of payment:

Check #: _____
(Make checks payable to Volunteer Center of Lubbock)

Credit Card Master Card _____ Visa _____
Card Number: _____
Expiration Date: _____ Billing Address Zip Code: _____
Name on Card: _____
(If you would prefer to pay by credit card over the phone,
please contact Jason Fisher at (806) 747-0551)

Bill me:
(Billing address if different from above)

Fees are refundable less a \$5.00 handling charge up to one week prior to the workshop. For more information:
Call (806)747-0551 or email jfischer@volunteerlubbock.org

Please fax or mail completed form to:
Volunteer Center of Lubbock
1706 23rd Street, Suite 101, Lubbock, Texas 79411
(806) 747-8640 fax, (806) 747-0551 phone
Registration also available online at www.volunteerlubbock.org



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