



Proposal Writing

An Interactive Exploration of Grant-Seeking from Hawaii's Trusts and Foundations*

This workshop will:

- Introduce you to basic techniques in researching grants
- Enhance your skills in proposal writing for foundation funding
- Give you hands-on experience in preparing and reviewing a proposal

You will learn:

- The history of foundations in Hawaii and current trends in philanthropic giving (local and national)
- Strategies for *finding the fit* with funders
- How to put together your proposal and proposal package
- Criteria funders employ when evaluating proposals*

Pre-Workshop requirement:

There are two reading assignments: Happy Hale and Prosperous Foundation. Due to time constraints at the workshop, participants **MUST** read this material prior to the workshop. Both assignments will be available on the HANO website and your confirmation letter will include instructions on how to access the material.

* Most foundations require applicants to be IRS 501(c)3 tax-exempt. Therefore, the focus of this workshop is 501(c)3 nonprofit proposals.

Presenters:

- **Jennifer Cornish Creed** is a training specialist at the Hawai'i Alliance of Nonprofit Organizations. Jennifer has conducted numerous workshops in proposal writing, board governance and outcomes design, and provided consulting services to nonprofit and government agencies in strategic planning and outcomes implementation.
- **Robin Johnson** is the principal of Social Currency, providing contracted professional services to local grantmakers and nonprofit direct service providers. She last held the position of Private Foundations Program Officer at the Hawaii Community Foundation.

Event details:

When: 9 a.m. to 4:30 p.m., Friday, October 19; registration opens at 8:30 a.m.

Where: Honolulu Community Action Program, One South King Building, 33 South King St., Suite 300, Honolulu

What's included: Materials, morning refreshments and lunch.

Cost: \$100 for HANO members and Aloha United Way partner agencies; \$160 for nonmembers

Registration deadline: Friday, October 12



Register Today

Please use a separate form for each registrant and submit entire page with payment. Form can be filled out online and then printed.

Name _____

Position _____

Organization _____

Address _____

City/State/Zip _____

Phone _____

Fax _____

Email _____

Do you have access to the Internet? Yes No

- Check here if you do not wish to have your name and contact information distributed to other workshop participants.
- Check here if you require special dietary or facility arrangements. Please let us know how we may accommodate you:

Registration fee: Please check the appropriate fee. If you are unsure of your HANO membership status, please contact Sally Ley, (808) 529-0455 or sley@hano-hawaii.org:

- Member discounted rate * \$100
- Nonmember rate \$160 \$_____

* Member discounted rate applies to HANO members and Aloha United Way partner agencies. To join, see the HANO website at www.hano-hawaii.org.

Please make checks payable and mail to: Hawai'i Alliance of Nonprofit Organizations, 33 South King St., Suite 501, Honolulu, HI 96813

Contact HANO: Phone: (808) 529-0455; Fax: (808) 529-0477; info@hano-hawaii.org

Refunds: We will refund cancellations made five working days prior to the workshop. After that date, registration may be transferred to another person but fee will not be refunded. Mahalo for your understanding!

Confirmation: When we receive your registration form we will notify you that you have secured a seat at the workshop. We will fax or email a confirmation letter to you with more detailed logistical information approximately five to seven days prior to the workshop.

Recording Policy: No audio or video recording is allowed without prior written permission.

Notice: Your image/voice may be used for HANO media purposes.