



School of Continuing Education & Workforce Development

Short Term Certificate Programs

GRANT MANAGEMENT CERTIFICATE

Program Overview: The Grant Management Certificate is designed to provide the necessary skills to manage grants successfully. Grant Writers, Development Directors, Directors of Planned Giving and Large Gift Directors would benefit from the Grant Management Certificate program.

- ✓ **REVIEW OF GRANT APPLICATIONS:** Participants will learn the basic components of grant applications as it relates to outcomes, evaluation process and budgeting. Participants will also learn to identify the critical elements for the program using key language from the grant application package.
 - ✓ **GRANT IMPLEMENTATION:** Participants will learn the basics of day to day operation for grant management. Participants will also learn what the necessary steps for preparing for site visits to successfully pass inspection of their grant.
 - ✓ **SUSTAINING YOUR GRANT:** Participants will learn how to approach their present and future investors of funders. They will also learn how to re-apply for their grant.
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