

# Grant Proposal Writing & Budgeting Basics



**When: December 6, 2010**

8:30 a.m. to noon

**Where:** Fairfax County Government Center, Conference Room 9/10  
12000 Government Center Parkway  
Fairfax, VA 22035 Visitor parking is available.

## Agenda:

- 8:30 a.m. Registration
- 8:45 a.m. Welcome Remarks  
Patti Stevens, Executive Director, Office of Public Private Partnerships
- 9:00 a.m. Grant Proposal Writing Basics  
Patricia Pasqual, Director, Foundation Center, Washington, D.C. Office
- 10:45 a.m.-noon Choose between Breakout Sessions:  
Budgeting for Grant Proposals **OR**  
*Introduction to Foundation Directory Online Professional*

This workshop is targeted to beginning grant seekers writing for nonprofit organizations. It will address key components of a proposal to a foundation or corporation, packaging and follow-up strategies with grant makers. Attendees will choose between learning about the elements of a proposal budget or how to secure funding prospects using the online database, *Foundation Directory Online Professional*, containing over 100,000 foundations, corporate donors and grantmaking public charities.

Register with the Foundation Center by calling 202-331-1400 or online, [http://foundationcenter.org/washington/training/pwbpbb\\_fairfax.html](http://foundationcenter.org/washington/training/pwbpbb_fairfax.html)

Event is free, but registration is required. Space is limited.

For special accommodations or more info, contact the Grants Research and Training Center at 703.324.8343 or email [partnerships@fairfaxcounty.gov](mailto:partnerships@fairfaxcounty.gov)

