# FAQs - Grant Pro 101

## When Is the Next Grant Pro 101 Online Class (30-hours)?

The next 30-hour Grant Pro 101 online class will be held on **September 13-17** and **September 20-24** at 9am-12pm Pacific (12-3pm Eastern).

> "***This is by far one of the best online courses I have ever taken. I only wish I would have had this valuable information sooner.***"
>
> --L-Ikera Retzloff, Clark County Law Foundation

## Who Is Eligible to Enroll in a Grant Pro 101 Online Class?

You are eligible to enroll in a Grant Pro 101 online course IF you work for, or are interested in helping or being employed by, one or more agencies who are grant-eligible:

- U.S. Nonprofits: 1,036,255 public charities (source: National Center for Charitable Statistics)
- U.S. Schools: 98,817 public schools, 33,366 private schools, 7,021 colleges/universities (source: U.S. Department of Education)
- U.S. Local Government Agencies: 89,004 (source: U.S. Census)
- U.S. Hospitals: 5,686 (source: American Hospital Association)

## What Will I Learn in the Grant Pro 101 Online Class?

There are over 100,000 grant-makers (private and public) in the U.S. Over the years, experts have discovered that most funders want to see similar elements in proposals they fund: 1) summary, 2) agency introduction, 3) need/problem statement, 4) outcomes/objectives, 5) project methods or design, 6) project evaluation in reaching outcomes/goals, 7) future funding after the grant is gone, and 8) an itemized budget. Interestingly, the Federal government also recommends these as the eight basic components to creating solid federal grant proposals.

> "***Yours is a good example of what I need in a grant. Would you mind if I shared the grant proposal you prepared for Charles Schwab Bank with organizations that are applying for grant funding?***"
>
> --Nancy E. Brown, Senior Manager, Charles Schwab Bank

Attendees will have a chance to critique and rate 2 sample proposals using our custom-made Evaluation Form using the 8 key proposal elements being taught. All of this is designed to help you be comfortable with the format before you ever write a word. You gain confidence along the way!

You will learn through a variety of proven online learning techniques including:

- Study questions and discussion
- Mock reviews of sample proposals
- Crafting your own mock proposals
- Peer reviews of other attendees' proposals as well as your own

> "***...a great help if you are just starting out or if you have written grants before. Evaluating other students' mock proposals is a very good method of seeing examples of what to do and what not to do. I didn't think about having peers also reviewing the draft proposal. I do better on a project when I am not rushed at the end.***"
>
> --Kristine Weeks, North Las Vegas, NV

### Why Is It Called "Grant Pro 101"?

When the first course was approved and offered in 2001 by the University and Community College System of Nevada for 2 college credits (30 hours of instruction), it was called "Grant 101" or "GRNT 101." In 2007, the Grant Professional Certification Institute (GPCI) began offering the GPC exam as an independently administered assessment of skills needed by a "generalist grant professional." So, the course was renamed "Grant Professional 101" and shortened to "Grant Pro 101."

### On What Standards, If Any, Is the Grant Pro 101 Class Based?

Unlike most semester-long classes, in two weeks, Grant Pro 101 introduces you to all nine validated competencies developed by the accredited Grant Professionals Certification Institute (GPCI) that is part of the Grant Professional Certificate (GPC) exam:

- Competency 01 - Knowledge of how to research, identify, and match funding resources to meet specific needs (15%)
- Competency 02 - Knowledge of organizational development as it pertains to grant seeking (06-09) (10%)
- Competency 03 - Knowledge of strategies for effective program and project design and development (20%)
- Competency 04 - Knowledge of how to craft, construct, and submit an effective grant application (25%)
- Competency 05 - Knowledge of post-award grant management practices sufficient to inform effective grant design and development (7%)
- Competency 06 - Knowledge of nationally recognized standards of ethical practice by grants professionals (10%)
- Competency 07 - Knowledge of practices and services that raise the level of professionalism of Grant Professionals (5%)
- Competency 08 - Knowledge of methods and strategies that cultivate and maintain relationships between fund-seeking and recipient organizations and funders (8%)
- Competency 09 - Ability to write a convincing case for funding (20%)

Click here to download the full list of validated competencies and skills from the Grant Professionals Certification Institute (GPCI).

> "***I wanted to have a skill that I could provide to my current employer, and this (online course) was the perfect medium for me to learn this skill.***"
> --Gretchen Kuchta, Las Vegas, NV

## Do I Have to Have Written a Grant Proposal Before?

It doesn't matter if you've never written a grant proposal before or even if you've written a few. Most expert grant writers tell us that they wish they had training like this when they were thrown into grant writing with no training. You'll find tremendous value in what you learn or we'll refund your money!

> "***It's worth the money. What I liked most was making grant writing seem accessible and not mysterious. I like the way the information is broken down in small bits, so each idea has some time to be absorbed and processed.***"
> -Karla Nolan, Las Vegas, NV

## What Is the Schedule of Topics to Be Taught?

Below is a weekly and daily schedule of topics to be taught: four steps of the Win More Grants system (steps 1-4) and nine core competencies from the Grant Professionals Certification Institute (GPCI #):

*Week 1*

- Monday, September 13 - Develop Your Idea (Step 1) & Interpreting RFPs (GPCI #4)
- Tuesday, September 14 - Step 1 Continued & #1 Format in the World (GPCI #4)
- Wednesday, September 15 - Step 1 & Format Continued & Mock Reviews (GPCI #4)
- Thursday, September 16 - Effective Program & Project Design (GPCI #3)
- Friday, September 17 - Customize Your Idea (Step 3) & Writing a Convincing Case (GPCI #9)

*Week 2*

- Monday, September 20 - Peer Rating, Review & Editing (GPCI #4 & GPCI #9)
- Tuesday, September 21 - Research Funders (Step 2) (GPCI #1)
- Wednesday, September 22 - Respond to Funder Decision (Step 4), Relationship-Building (GPCI #8) & Ethics (GPCI #6)
- Thursday, September 23 - Post-Award Grant Management Best Practices (GPCI #5)
- Friday, September 24 - Raising the Level of Professionalism (GPCI #7)

"***It is worth every penny. Excellent course***."
--Teresa Pelham, South Carolina

## Will I Be Able to Write a Successful Grant Proposal After Completing This Class?

Most graduates write at least one successful grant proposal shortly after completing the course. Many even submit the mock proposal they craft in class.

***"The E.L. Cord Foundation gave us $25,000 from my mock proposal created in your class. This past Spring, I took your online class. It has been absolutely invaluable to me. So far, I have heard from 2 grantors that I recently submitted proposals to. Both were funded! Thank You!!!!"***
-Vinny Ribas, Disability Resources, Sparks, NV

## What Training Is Available After I Complete This Class?

Once you graduate, you will be eligible for a paid internship, supervised by a GPC-certified faculty! If you are already employed, you may still wish to use an internship as a mentorship to help hone your skills over time on-the-job. Graduates will be provided with more information about advanced training opportunities.

## Are the Textbooks Included in the Cost of the Grant Pro 101 Class? Which Textbooks Are Used?

Absolutely! Unlike competitive classes where you pay separately for your textbooks, your two textbooks are included with your fee:

- *Program Planning & Proposal Writing* by Norton Kiritz
- *Dream-Making to Billions: Grant Writing Tips from the Experts* by Phil Johncock

On your behalf, we have purchased the last remaining copies of these hard-to-get but highly-sought-after books. You can only access them as a student enrolled in the Grant Pro 101 class!

A packet with your textbooks will be mailed to the address on your online registration form **within 2-3 working days of your enrollment**!

> "***The biggest benefit I got out of this class is the grant format. The format was extremely helpful and easy to follow. One thing that surprised me was how much easier writing a grant is when you utilize this format.***"
> --Peter McCoy, Las Vegas, NV

## How Can I Become Grant Professional Certified (GPC)?

Grant Pro 101 prepares you by introducing you to the nine core GPCI competencies needed to pass your GPC exam and gain your GPC credential. The GPC exam is offered independently through the Grant Professionals Certification Institute (GPCI).

To be eligible to take the GPC exam, you must have completed at least 5 successful grant proposals over the past 7 years. You also must have a minimum of 3-5 years of professional experience in the grants field within the past 5-7 years. Eligibility is based on education, professional experience, professional practices and community involvement.

Graduates of the Grant Pro 101 class are encouraged to study for and take the GPC exam as soon as they are eligible. To help prepare, graduates are invited to take the Grants Academy's advanced GPC Exam Prep class online when they are eligible and ready to take the GPC Exam!

## Is the Grant Professional Certified (GPC) Credential Accredited?

Yes, it is!

According to GPCI, "On May 31, 2019, the National Commission for Certifying Agencies (NCCA) granted accreditation to the Grant Professionals Certification Institute (GPCI) and the GPC credential for demonstrating compliance with the NCCA Standards for the Accreditation of Certification Programs. The GPC is the first professional credential for individuals working in the grants field to be recognized by NCCA. The GPC credential, which has been in use since 2007, is the only experienced-based exam of its kind."

## What Is Your 100% Satisfaction Guarantee?

*100% Satisfaction Guarantee* - All Grants Academy online classes come with a 100% satisfaction guarantee that you cannot find anywhere else! We will refund your class tuition if you are dissatisfied.

*Pass Guarantee* - The GPC Exam Prep (advanced) online class includes our popular PASS GUARANTEE. If you do not pass the GPC exam on the first try, a faculty member will personally tutor you and you can re-enroll in the next online class for free!

> "***For someone considering taking the course, I say, 'Go for it. It is worth the cost.***'"
> --Munazza Abbas, Las Vegas, NV