

# The Essentials of Grant Writing

February 13<sup>th</sup>, 2013 from 1:00 to 4:30 PM MST  
300 13<sup>th</sup> Ave W, Suite 1, (Pulver Hall) Dickinson, North Dakota  
First Floor, "Fields Conference Room"



The North Dakota Developmental Disabilities Network (State Developmental Disabilities Council, Protection and Advocacy, ND Center for Persons with Disabilities) announce a **FREE** training session on the essential skills for writing successful grant proposals. The training will focus primarily on aspects of the State Developmental Disabilities Council grant application process. Participants will receive instruction in the concepts and skills of grant

writing. They will also work in large and small groups to develop skills for a basic proposal.

**Local, regional and state agency staff, self-advocates, provider agencies, community services staff, individuals, and others interested in disability services grants should attend.**



## Training topics:

- ✚ Understanding the Request for Proposal
- ✚ Developing an Idea into a Fundable Application
- ✚ Skills for Writing and Editing the Proposal
- ✚ Format and Presentation Techniques that Help your Proposal
- ✚ Developing and Justifying a Budget
- ✚ Final Review Strategies Prior to Submission

## PRE-REGISTER!!!

*While the workshop is free, you do need to pre-register. Those who show up without registering may not be able to attend the session.*



NORTH DAKOTA  
DEVELOPMENTAL DISABILITIES NETWORK



## The Essentials of Grant

### Workshop Instructors

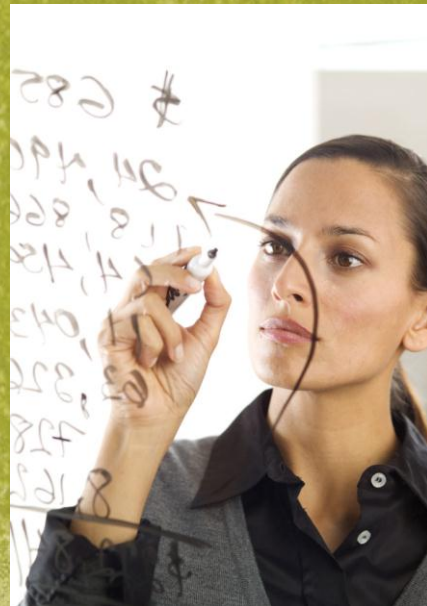
***Dr. Brent A. Askvig, Executive Director of NDCPD.*** Dr. Askvig has over 20 years of grant proposal development and state and federal grant review experience. He has led writing teams that have received over \$30 million in external funding.

***Dr. Lori Garnes, Associate Director for Program Development, NDCPD.*** Dr. Garnes is responsible for NDCPD's grant development processes which involve over 75 staff and nearly 40 external application submissions each year. She is also the Principal Investigator for numerous state and federal grants.



***Ms. Susie Mack, NDCPD Coordinator for Operations.*** Ms. Mack has over 20 years of experience in support roles for developing external funding for NDCPD. Her expertise is in Requests for Proposal (RFP) analysis, document preparation, and grants submissions.

***Mr. Kevin Kvale, Finance Specialist.*** Mr. Kvale is responsible for NDCPD's grants finance management system. He has expertise in budget development, preparation, and budget item justification related to state and federal contracting rules.



## PRE-REGISTER!!!

Pre-register with Susie Mack at  
1-800-233-1737 or  
[susie.mack@minotstateu.edu](mailto:susie.mack@minotstateu.edu) .

Be sure to provide you provide the following information:

1. Name
2. Contact information (email and phone number)
3. Identify the agency/program that you represent.