Grant Readiness Workshop

Course Number: 2088
Length: 1 Day
Delivery Method: Instructor-led live classroom

Course Description

Learn what it takes to be a successful federal grant recipient. Gain insight into federal requirements, assess your organization's current state of readiness, and build strategies to close identified gaps. In this hands-on introductory workshop, you'll explore your organization's unique identity and discuss the foundations of the federal grants landscape, including the grant lifecycle, federal regulations, award management, and capacity-building. As a final capstone, you'll leave this course with an actionable roadmap to prepare and equip your organization for compliance and success.

Intended Audience

This course is intended for employees of organizations that aspire to become federal grant recipients.

Client-Provided Facility Requirements

- Internet required for instructor computer

Course Learning Objectives

- Analyze your organization's identity, mission, and readiness for funding from the perspective of federal grant-making agencies
- Identify the necessary rules, requirements, and procedures to receive and manage federal awards
- Develop an action plan for improving your organization's federal grant readiness

Course Schedule

DAY ONE	
MORNING	Module 1: Laying the Foundation: Exploring What Your Organization Represents
	Module 2: The Nuts and Bolts of Federal Grants
LUNCH	
AFTERNOON	Module 2: The Nuts and Bolts of Federal Grants, continued
	Module 3: Designing a Blueprint: Assessing Your Federal Grant Readiness

MANAGEMENT CONCEPTS

Learning Methods

Individual, small-group, and large-group exercises; lecture, discussion, case study, action planning

Credits

National Association of State Boards of Accountancy (NASBA)

- Field of Study: Specialized Knowledge
- Level: Basic
- CPEs: 8

Professional Development Units (PDUs)

- Credits: 7

Continuous Learning Points (CLPs)

- Credits: 8

Prerequisites

There are no prerequisites for this course.

Prework

There is no prework required for this course.

Requirements for Successful Completion

Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

Follow-On Resources

Courses

- Writing Successful Federal Grant Applications Workshop
- Preparing Successful Federal Grant Budget Proposals Workshop
- Applying For Federal Grants & Cooperative Agreements

Course Topics and Learning Times

Grant Readiness Workshop

Detailed Listing of Course Topics and Learning Times

Course Topics	Typical Learning Time (in minutes)
Module 1: Laying the Foundation: Exploring What Your Organization Represents	140
Lesson 1: The Federal Grant Ecosystem	60
1.1.1 Exercise: Introductions and Goals	15
1.1.2 Slide Presentation	
1.1.3 Exercise: Federal Grant Roles and Relationships/Know Your Entity	
Lesson 2: Inside Your Organization's Identity	40
1.2.1 Slide Presentation	
Lesson 3: Useful Resources and Support	40
1.3.1 Slide Presentation	
1.3.2 Exercise: Filling in the Missing Pieces	15
Module 2: The Nuts and Bolts of Federal Grants	160
Lesson 1: The Federal Grant Lifecycle	80
2.1.1 Slide Presentation	
Lesson 2: Organizational Requirements	80
2.2.1 Slide Presentation	
Module 3: Designing a Blueprint: Assessing Your Federal Grant Readiness	90
Lesson 1: Grant Readiness Self-Assessment	60
3.1.1 Slide Presentation	
3.1.2 Exercise: Assessing Your Federal Grant Readiness (60 min)	
Lesson 2: Next Steps	30
3.2.1 Slide Presentation	

MANAGEMENT CONCEPTS

Appendices

Action Plan

Presentation Slides

MANAGEMENT
CONCEPTS