

2008 Regional Conference Update

By Amy Shankland

Less than a month to register for the 2008 Regional Conference. Over **eighty** registrations have been received from people in **13** states so far; **29** of those are from Illinois.

Confirmed panelists for the Ask the Funders Luncheon Program / Special Panel are:

- o **Ada Mary Gugenheim**, Senior Program Officer, Chicago Community Trust
- o **Gabriella T. Fleischer**, Contributions Specialist, Corporate Affairs, Kraft Foods
- o **Naomi Stanhaus**, Program Consultant, Retirement Research Foundation
- o **Kristin Carlson Vogen**, Vice President, Philanthropic Management, Bank of America

Facilitating the discussion is **Gayle Nelson-Blomquist**, Developer Consultant currently serving on Chicago Women in Philanthropy Board of Directors

To register for the regional conference, log onto the AAGP web site and click onto 2008 Regional Conference. Registration after May 1 is \$150 for members and \$200 for non members. You may contact the Doubletree Hotel at (847) 292-9100 for your room reservations. Please let the hotel know you are with the AAGP conference to obtain a discounted rate.

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If you have any questions, about the conference, please contact info@aagpil.org by email.

Volunteers are needed to introduce workshops and to distribute and collect workshop evaluations after each session. We also need a runner to the front table during the luncheon and people to help at the membership tables between sessions. If you would like to contribute to the success of the conference, please contact info@aagpil.org because as a member of the host chapter, your help is

Officers

Jessica Bullock, President
 Nathan Medina, Vice-President
 Caroline Sobolak, Secretary
 Brooke Young, Treasurer (not pictured)



Caroline Sobolak, Nathan Medina, Jessica Bullock

Committees

2008 AAGP Chicago-area Committees

Membership	Sylvia Peters, Chair
	Rebecca Novak
	Doris Heroff
Marketing	Jessica Bullock
	Nathan Medina
	Joyce Overton
	Rebecca Novak
	Allen Hailey
	Anne Bresingham
Publications	Doris Heroff, Editor
	Nathan Medina, Production
	Myra Schneider, Reporter
	Eva Booker Reporter
Events	Carole Brooks
Special Projects	Maureen Connelly
	Rita Brubacher
Questions?	info@aagpil.org

Chapter Benefits

Skill Development through workshops four times (or more) per year

Quarterly Newsletters with information about local resources, personalities and chapter news

Networking opportunities at events

Leadership opportunities to help grow your personal and organizational skills

Archival materials from past training and newsletters

Library of materials specifically recommended by the Grant Professional Certification Institute so that you don't have to purchase your own to prepare for the test

The chapter is a resource for identifying mentors.

Top Tips: Why lead a workshop at a National Conference

By Caroline Sobolak, Secretary

Have you ever considered presenting at a national AAGP conference? Please don't stop reading; everyone has some expertise to share. My expertise? Using the US census in grants work. I applied, and the AAGP conference committee accepted my idea. I was good to go, I thought.

I am generally comfortable speaking in front of groups. After all, I've taught school for years. I wish I'd known then what I know now—presenting a workshop at a national venue is different. But, I learned some guidelines that other presenters seemed either to know instinctively or learned along the way. I'd like to pass them on.

First, the handouts are due in August. I got an email stating the handouts were due the following week! I freaked! After making a frantic call to National saying I wouldn't meet the deadline, I started scrambling to prepare the program. I got it done and sent in my handouts in a timely fashion. But, after putting the finishing touches on the PowerPoint before the event, the handout didn't exactly match the presentation PowerPoint.

- *Tip One—Be aware the handout is due in August.*
- *Tip Two—The handout and the final version of the presentation may not match.*

This tip is related to the handout information. My talk was dependent on using a hand held device to forward the



PowerPoint. It didn't work, so I had to talk and then manually run over and forward the slides. It broke my concentration.

- *Tip Three—If something can go wrong with the AV equipment, it probably will.*

Second, an hour and one-half is a very long time. While sitting in the audience you may think time drags, but it is forever when standing in front of the group. My talk was short—only 45 minutes. So I ended it and sent the audience on their way. Now, on a Friday night at 4:30, I'm sure most people were happy to get the free time. But I realized I needed an activity where the audience could apply what they learned. For example, breaking the audience into groups and writing a needs statement based on census data would have helped.

- *Tip Four—An hour and one-half gives plenty of time to develop a topic.*
- *Tip Five—While presenting, an hour and one-half seems like forever.*

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Top Tips-continued from page 3

Lastly, I didn't expect to be as nervous throughout the conference in anticipation of presenting. I've spoken in front of large groups many times before. In this case, my mind swirled with thoughts in the days prior to my workshop. "Will I be articulate? Will I answer people's questions? Will anyone attend?"

Yes, people did show up, I was articulate, and I could answer people's questions. The census is technical information, and the people who did attend thanked me.

- *Tip Six—Be prepared to be anxious while attending the conference.*

The audience—there is movement out there! People are shifting, whispering, and jiggling. While speaking, the back of the room is a whirl of people entering and leaving while you are talking.

- *Tip Seven—Don't personalize the movement; it is human behavior at conferences.*

For me, speaking at the AAGP conference was a positive experience. I feel proud that I was chosen and represented my institution in a professional manner. I learned more about how to present effectively. Would I do it again? Yes, in a heartbeat. Now I have my own tip list to follow.

- *Tip Eight—Jump in and apply to present at a conference. You will teach as well as learn.*

GPC Certification

Press Release: AAGP Chicago-Chapter

Four members of the American Association of Grant Professionals (AAGP) Chicago-area Chapter have earned a nationally-recognized credential in the grants field. The credential, conferred by the Grant Professionals Certification Institute, Inc. (GPCI), an affiliate of AAGP, recognizes proficiency in standards that include tenure in the profession, education, demonstrated achievement and a commitment to service for public and private philanthropy.

The four local recipients -- who are among 170 certified grant designers and managers who were conferred the "GPC" title as Grant Professional Certified after the history-making first offering of the GPC exam -- include:

- Carole Brooks, Ph.D., Resource Development Specialist for Special Education District of Lake County, Gages Lake
- Doris Heroff, Grants Manager for CJE SeniorLife, Chicago
- Rebecca Novak, Principal Consultant/Owner of OnTarget Grants Services, Peoria
- Joyce Golbus Poll, Principal, J.G. Poll & Associates, Chicago

Someone You Should Know

By Doris Heroff, Editor

Since the newsletter started two years ago, I have avoided being the subject of this column. Now that Jessica Bullock holds the President's Gavel, I decided to tell you how much I appreciate working with AAGP Chicago-area Chapter members, including particularly:

1. Working with officers who follow through on their commitments, on time and budget. We all want our respective companies and/or organizations have similar output.
2. Learning new skills through the workshops. I do not write federal grants myself, but the introduction I received through our local experts gave me a good basis for deciding when our agency should begin to do them. In addition, our Ask the Funder panel last year was one of the best of I have attended.
3. Experiencing back up when things get tough at the office. When my colleague Dawn Bluhm died in June, chapter and national members stepped forward with sympathy, offers of assistance and substantial support during this year of grieving. Members proofread my proposals while I held down the two jobs until we hired a replacement at the end of September!
4. Making friends with savvy—and witty—professionals in my field. My base of friends really expanded in the past two and a half years and I am very cognizant of what an odd and wonderful profession we practice—people of every kind of background and skill set work in this field, making our meetings educational and exciting if you stay around to network.

"I find the grant profession to be stimulating, satisfying, and challenging."

I wrote my first grant proposal to the State of Minnesota in 1976 for an education grant after meeting a battered woman at my church located in a rural town, pop. 347. From then on, I have been involved in starting organizations and writing proposals for such idealistic groups as one implementing the U.N. Decade for Women recommendations and another providing theatrical experience for youth in small towns.

I find the grant profession to be challenging, satisfying, and educational. It combines everything I like to do: researching, writing, and interacting with fascinating idealists wishing to change the world with one little program.

Thank you for the lovely pottery and stained glass keepsake box made by Mary Merges that was given to me on my retirement as President. I will definitely be looking for more of her work at Hummingbird Wheelpieces. If we had an AAGP museum or archive, I would put it there as a travelling trophy, because it is so beautiful. Thank you for the opportunity to serve as your President.

LITERATURE REVIEW for GPC Test

By Dr. Carole Brooks, GPC

Whether you plan to take the GPC test in Chicago May 31 or in Long Beach after the National Conference in October, here are some books recommended from the GPCI Review of Literature List. You could say that they are welcome to contact me at cbrooks@sedol.k12.il.us to borrow.



Dr. Carole Brooks, GPC

Benchmarking for Nonprofits: How to Measure, Manage, and Improve Performance by Jason Saul. Fieldstone Alliance (2004)
www.fieldstonealliance.org.

Demystifying Grant Seeking by Larissa and Martin Brown. Jossey Bass (2001).

Getting Funded: The Complete Guide to Writing Grant Proposals (4th ed.) by Mary Hall and Susan Howlett. Portland State University Continuing Education Press (2003).

Grantwriting: Strategies for Developing Winning Proposals by Patrick W. Miller and Associates, Munster, IN (2002).

Proposal Planning and Writing by Lynn and Jeremy Miner. Greenwood Press (2003).

Proven Strategies Professionals Use to Make Their Proposals Work by Michael Wells. Portland State University Continuing Education Press (2005).

Storytelling for Grantseekers by Cheryl A. Clarke. Jossey Bass (2001).

Successful Program Evaluation by Michael Wells. Portland State University Continuing Education Press (2006).

The Foundation Center's Guide to Winning Proposals by Sarah Collins, Editor. The Foundation Center.

Winning Grants Step by Step by Mimi Carlson. Jossey Bass/Support Centers of America (1995).

Writing Grant Proposals That Win by Deborah Ward. Jones and Bartlett Publishers. www.jbpub.com.

A Member's Paeon to Foundation Directory Online

By Rebecca Neu

The Foundation Center (FC) is one of the best tools to which a grantwriting professional can have access. FC not only has direct access to a plethora of grant opportunities, it maintains up-to-date articles on giving trends, fundraising, and proposal writing. Ambitious grant writers have the option to search for grants by grantmakers, grantees, companies, and 990's. When searching for RFP opportunities, people may search by geographic focus, field of interest, types of support as well as directors/officers/donors. FC is a great tool when performing in-depth research or just looking for that one missing piece of information. I have been fortunate enough to have daily access to FC at my current organization, but there are many public libraries that provide free access to FC. My initial training was free at Evanston Public Library.