



Introduction to Grant Writing Online Course

This online course is divided into 4 sections:

- Researching Grant Opportunities
- Introduction to Proposal Writing
- Introduction to Preparing Budgets for Foundation Grants
- Professional Standards and Ethics of American Grant Writers' Association

Learning is individual and self-paced. Once a student registers, he is assigned an instructor who is a Certified Grant Writer® with at least 10 years of teaching and Grant Consulting experience. The instructor will e-mail the student the course materials and assignments for the first section. The student may correspond with the instructor by e-mail. Once the assignments are completed for a section, the next section's materials and assignments are sent to the student by the instructor.

Students have 4 months from the date of registration to complete the assignments, however most students complete the assignments in 3-4 weeks. A 90-day extension is available for students who require additional time.

Students will need a computer with Word, Excel, and Adobe Reader software as well as an email address. A Certificate of Completion is mailed to students who successfully complete all assignments.

Prerequisites: A Bachelor's Degree is strongly recommended, but not required. A strong math aptitude is recommended to be successful in Budgeting. No experience in grant writing or budgeting is required.

The recommended reading to accompany the course is *The Guide to Proposal Writing, 5th Edition*, by Jane Geever. It is available on AGWA's online bookstore for \$44.90, and it is also available at many bookstores and libraries.

An annual membership in American Grant Writers' Association is included with the course.

Price per person: \$249.00

90-day Extension: \$100.00