



Grant Writing Workshop

April 4th, 2014 — 9:30 am to 3:00 pm

FIU – CRUSADA – Center for Research on U.S. Latino HIV/AIDS & Drug Abuse

Location: enFamilia, Inc. 16090 SW 293rd Drive, Homestead, FL 33033

Goal of program:

To increase the capacity of community-based organizations in Miami-Dade County to obtain resources by means of health service grants.

Objectives of program:

To provide training to six representatives of community-based organizations (CBOs) who work in the area of HIV/AIDS, drug abuse, and mental health in the preparation and submission of service grants related to the prevention of HIV, substance abuse, and mental health in minority populations.

Qualifications of trainees:

- 1) Previous experience writing grants;
- 2) A need to improve grant writing skills in an effort to obtain health service funding;
- 3) Must identify a concrete health area they wish to address with a grant-funded program; must identify a specific *request for proposals* they wish to apply to on behalf of a CBO in Miami-Dade County;
- 4) Should be working for or have experience working for the chosen CBO.

Content of the program:

- 1) Lecture on grant writing skill development & different types of funding mechanism available for CBOs.
- 2) Panel discussion of grant funders about tips for preparing a successful grant application.
- 3) Mentors will be assigned to each participant to discuss strategy for preparing the grant application or continue developing an existing application. Bulk of the day will be spent on discussion with mentors.
- 4) Lunch and snacks will be provided.
- 5) Mentors will work with the participants after the workshop by providing feedback on grant application drafts until the time of submission. Mentees and mentor will create a work plan for preparing and submitting the application.

Application:

Interested people should submit:

- 1) A resume;
- 2) A cover letter stating the proposed health issue the grant program will address, the community-based agency that will be the recipient of the grant, and the identified request for proposals. It should also include a short paragraph stating why they would like to participate in the training;
- 3) A support letter from the director of the recipient's CBO. The letter should name the specific health program and *request for proposals* and state that the director plans on supporting the preparation and submission of the grant proposal.

These materials should be submitted by 3/7/2014 to **Patria Rojas** at proja003@fiu.edu. Six participants will be chosen and notified by 3/14/2014. **For questions, please call Patria Rojas** at (305) 348-7352.