



# **GRANTSMANSHIP TRAINING**

**(DAYCARE PROVIDERS ONLY)**

Hosted by

**REP. WILLIAM Q. DAVIS**

**ILLINOIS DEPARTMENT OF HUMAN SERVICES**

**&**

**LOVING ARMS FOUNDATION, INC.**

on

**MARCH 15, 2010**

**REP. DAVIS' DISTRICT OFFICE**

**1912 WEST 174<sup>TH</sup> STREET**

**EAST HAZEL CREST**

**9:00 – 4:30PM**

Rep. William Davis and the Illinois Department of Human Services (IDHS) recognize that the process of program planning and proposal writing can be an overwhelming task. IDHS' Office of Grants Administration offers technical assistance and training workshops throughout the State of Illinois to assist representatives with grant writing, program planning and development. The FREE intensive one-day workshop is specifically designed to help participants in two key areas:

**PROGRAM DEVELOPMENT** - write a better program description that clearly addresses the identified need for the program, and concisely describes the approach, activities, and methods of assessment and evaluation.

**GRANT WRITING** - develop a logical systematic way to approach proposal development, and how to avoid the common mistakes that contribute to the denial of a proposal.

**REGISTRATION DEADLINE IS TUESDAY, MARCH 9, 2010**

**HOW TO REGISTER** – FAX OR EMAIL YOUR INFORMATION TO PHILIP MATUTE AT 312-793-9576 OR [PHILIP.MATUTE@ILLINOIS.GOV](mailto:PHILIP.MATUTE@ILLINOIS.GOV) PLEASE BE CERTAIN TO INCLUDE YOUR NAME, ORGANIZATION, NUMBER OF YEARS IN BUSINESS, PHONE, AND ADDRESS. CEU'S ARE AWARDED FOR FULL PARTICIPATION.

**\*\*\*\* SPACE IS LIMITED \*\*\*\***