

NONPROFIT WORKSHOP SERIES

FREE

SPRING 2018

FREE

Date/Time	Event	Description
Wednesday, March 21, OR Wednesday, May 30, 5:00 - 7:30 pm	BOARD MEMBER BOOTCAMP Room 26	Presenter: Mae Maloney, Leadership Greater Hartford Newly appointed nonprofit board members or serving board members that have never received formal board training will learn about the ten basic responsibilities of nonprofit boards as well as the duties of individual board members, relationship between board and staff, and common issues facing nonprofit boards. <i>(light dinner provided)</i>
Wednesday, April 11, 9:00 am - Noon OR Wednesday, June 6 5:00 - 8:00 pm *	SO, YOU'VE DECIDED TO BUILD A NON-PROFIT. NOW WHAT? Room YPR Room 140	Presenter: Martey Rhine, Management Solutions & Resources This workshop will cover the basics of building a board, budgeting, operational planning, marketing, and fundraising – all the building blocks your nonprofit organization needs. It will also provide you with the tools, templates, and references for taking the action steps to effectively structure your nonprofit organization and enhance your ability to achieve the mission. <i>*(light dinner provided)</i>
Wednesday, April 25, 9:00 am - 4:30 pm	GRANT WRITING A TO Z: MAXIMIZE YOUR CHANCES WITH FOUNDATIONS Room 140	Presenter: Judith Margolin, Needagrant.org Busy nonprofit staff rarely have the luxury of spending enough time developing a critical skill: composing and submitting targeted proposals to each prospect on your list. This full-day workshop combines a comprehensive overview of the proposal writing process with practical advice to increase your chances of success at securing the funds you need from foundations and corporations. <i>(lunch provided)</i> NOTE: <u>Attendance is capped at 25. Participants must be employed by a nonprofit organization. A signed commitment letter from the executive director or board president is required for registration.</u>
Wednesday, May 16, drop-ins between 9:00 am and Noon	SMALL NONPROFIT INFORMATION FAIR Room 140	Presenters: Representatives of area nonprofit support organizations. Does your nonprofit need expert help? Do you feel like you don't know where to begin? Experts in nonprofit management, legal and financial services, and arts and cultural management will be available to meet with you one-on-one to help you get started on addressing key issues for your organization. This information fair is designed to help small nonprofit organizations with annual budgets under \$200,000 answer general questions and identify resources or next steps to strengthen your organization.

All workshops are offered as a partnership between Hartford Foundation for Public Giving and Hartford Public Library

TO REGISTER: Registrations open February 15, 2018. To register email your name and email address to dalexandre@hplct.org

Location: Hartford Public Library, 500 Main Street, Hartford, CT 06103