

VOLUNTEER SASKATOON

A program of the United Way of Saskatoon and Area

ORGANIZATIONAL CAPACITY BUILDING Training Workshop



Introduction to Grant & Proposal Writing

Whether you are new to the grant writing process or need a refresher on the basics, this easy to follow workshop will detail the basic steps you can follow to efficiently write effective proposals.

Facilitator **Rosalyn Kirkham** will share with you the practical tips that she has utilized to write successful grant applications in the non-profit sector for over ten years.

Date: Thursday, September 9, 2010

Time: 1:00 pm—4:00 pm
Check-in: 12:45 pm

Location:

Room # 206, Mamawopiwin Room, Saskatoon Community Service Village
506 25th Street East, Saskatoon, SK

Public Parking available north of the YWCA, Kinsmen & 6th Avenue

Cost:

Volunteer Saskatoon Members \$40
Non-Members \$60

**Not a member? Not sure? Call 975-3477 today.*

SPACE IS LIMITED – REGISTER EARLY

Volunteer Saskatoon Workshop Registration Form
(one participant per page please)

Name of Workshop: _____ Workshop Date: _____
Participant Name:
Organization:
Current Member of Volunteer Saskatoon? <input type="checkbox"/> YES <input type="checkbox"/> NO
Participant's Title or Role with Organization:
Address:
Telephone:
Email:
<i>Please indicate any special needs you may have (i.e. wheelchair access, etc.)</i>

PAYMENT must be received with registration (see terms & policies)

Workshop Fee Enclosed: \$ _____

Cheque (made payable to Volunteer Saskatoon) Cash:

Master Card: VISA: Amex:

Credit Card #: _____ Exp. ____/____

Cardholder's Name: _____

Signature: _____

Note: If you are paying by credit card, credit card transaction will appear on your bill as "United Community Funds of Saskatoon" or "United Way of Saskatoon"

Drop-off, Mail or Fax your registration & full payment to:

Volunteer Saskatoon
 100 – 506 25th Street East
 Saskatoon, SK S7K 4A7

Phone: 975-347
 Fax: 244-0583



Volunteer Saskatoon Workshop Terms and Policies

Registration:

- You can register for any of the workshops in person, by fax, phone or mail
- **Registration is guaranteed *after* payment is received**
- In order to plan appropriately, registration **deadline** for all workshops unless otherwise stated will be **one working week before the workshop**
- Minimum number of participants unless otherwise stated is 6 people.
- Memberships purchased anytime before the workshop starts will be eligible for member pricing

Cancellations:

- Cancellation must be received by phone, fax or email **5 full working days** prior to the workshop to receive a refund or **a credit towards another workshop**. Exceptions are at the discretion of Volunteer Saskatoon
- Volunteer Saskatoon reserves the right to cancel any workshop
- At your request, workshops are transferable to other individuals within your organizations

No Shows:

- If you are unable to attend a workshop and have not cancelled in advance, your payment will not be refunded. If you have not paid you will be invoiced for the workshop fee. **Fees are due 30 days after the date on your invoice.**

For more information, contact Volunteer Saskatoon

100 – 506 25th Street East
Saskatoon, SK S7K 4A7

Phone: 306-975-3477

Fax: 244-0583

E-mail: volunteersaskatoon@unitedwaysaskatoon.ca



www.volunteersaskatoon.com

equipping, supporting, inspiring