

Grant Writing

A series of courses offered by the Continuing Education Department at Manor College. The courses are intended for entrepreneurs and professional men and women in the business world interested in starting their own business, growing a business they started or advancing in their careers.

Introduction to Grant Writing .8 CEUs

This workshop, designed for new writers, is an overview of the process of writing a proposal, including preliminary work needed, common elements of a proposal, universal rules to follow and tips and strategies from JAE Enterprises, Inc.'s writing professionals.

DATE: *Wednesdays, September 8 - 29*

TIME: *6:30 pm - 8:30 pm*

FEE: *\$180 (Early Bird \$160)*

INSTRUCTOR: *Kelley E. Ewing, Jr.*

Intermediate Grant Writing .6 CEUs

As a more in-depth, advanced training in writing, this workshop is an ideal follow-up to the introductory workshop also offered in this three part series. This workshop is recommended for writers with some experience, and offers advanced instruction on writing a proposal to secure more grants from private and public sources.

DATE: *Wednesdays, October 6 - 20*

TIME: *6:30 pm - 8:30 pm*

FEE: *\$140 (Early Bird \$120)*

INSTRUCTOR: *Kelley E. Ewing, Jr.*

Project Description for Funding .6 CEUs

The project description is a key part of the proposal. Through a hands-on group process, you will learn the components of writing an effective project description for funding and use this new knowledge to compose a project description and project budget during the workshop. **Prerequisite:** Intermediate Grant Writing.

DATE: *Wednesdays, October 27 - November 10*

TIME: *6:30 pm - 8:30 pm*

FEE: *\$140 (Early Bird \$120)*

INSTRUCTOR: *Kelley E. Ewing, Jr.*

OTHER COURSES OFFERED BY The Business Institute at Manor College

Start-Up Basics

Marketing and Sales

Accounting for the Non-Accountant

Customer Service Excellence

Develop a Safety and Health Audit to Keep Compliant with OSHA

Standards

Computer Training

Running a Successful Non-Profit

Please call 215-884-2218 **TO REGISTER**
or visit us on the web at: www.manor.edu/coned

To receive the Early Bird discount, register at least two weeks prior to the first class.



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