



Changing Central Florida One Grant at a Time

Network News

Tips and Tricks for Tracking Grants

Special points of interest:

- June Training
- GPN Election Results
- Leader Highlight

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2006-07 Officers

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Directors

Diane Brown
Georgiana Tynes
Terri Chastain
Christine Lewis
Teresa Shipley
Jana Parpart

Best Practices in Meeting Challenging Grant Timelines

Ever missed a grant deadline ?? . . or afraid some day you might? Do you long for a better system to prioritize and track your grant proposals and grant reports . . . or to manage your work flow so you don't have as much 'crunch time' with several projects due at once?

You won't want to miss the June 6 Grant Professionals Network of Central Florida, Inc. (GPN) General Membership Meeting which will feature *Tips and Tricks for Tracking Grants*, a professional development activity presented by the GPN Training Committee.

The meeting will feature a facilitated session where participants will break up into groups and each tackle a different topic relating to grant tracking and project management. Then each breakout group will report to the group at large on what they learned.

The featured facilitator will be April Boykin, MSW, LCSW, an Orlando consultant and GPN member who has facilitated a variety of group sessions for local not-for-profit organizations.

Please come prepared to participate and share your insights and strategies with others.

(Submitted by Becky Farmerie, Member of the Training Committee)

IMPORTANT REMINDER:

NEXT GENERAL MEMBERSHIP MEETING

Wednesday, June 6, 2007, 8:45 a.m.

Maitland Civic Center, 641 S. Maitland Ave., Maitland, FL 32751

This will be the last meeting that we hold at the Maitland Civic Center.

The July meeting will be held at our new location in the United Way Office Building.

LOOK FOR YOUR 2007-08 DUES INVOICE VIA E-MAIL.

Be sure to update your contact information and drop it in the mail with your dues payment for the July 1 to June 30 fiscal year.

President's Message

Dear **GPN Members**,

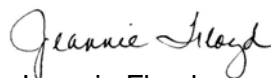
Congratulations to the newly elected 2007-08 Grant Professionals Network of Central Florida, Inc. (GPN) officers and directors. The 2007-08 officers include President **Joel Henderson**, President-Elect **Georgiana Tynes**, Treasurer **Cara Eule**, and Secretary **Melanie Campbell**. The newly elected directors include **Karen Cole**, **Khadija Pirzadeh**, **Teresa Shipley** and **Terry Zwicker**. **Christine Lewis** will continue as a director. When the new fiscal year begins, President Joel Henderson will appoint our sixth director, per our by-laws, to fill Georgiana Tynes' director position as she begins her term as President-Elect. Please let Joel Henderson know if this director position is of interest to you. The new leadership team will begin their terms July 1.

GPN membership is the best deal on the high seas! The GPN fiscal year runs from July through June, thus dues invoices have been e-mailed to all, thanks to the expertise of **Cara Eule**, our technology guru who knew how to do a mail merge with the membership list. We will mail them to anyone who does not have an e-mail address (or see form on page 12). The dues renewal is also an opportunity to update your contact information. GPN has made an effort to keep our dues low so both new, small community-based organizations and larger organizations can all benefit from networking, sharing resources and professional development. **Individual Membership** dues are \$50 a year. If you are part of an organization or agency with a large grant staff, then the **Agency Membership** would benefit your staff the most. The fee is \$100 a year and any staff member has the benefits of membership, such as for discounts in professional development. If you know a college student who is interested in learning about the grants process, then the **Student Membership** fee is only \$25 a year for full member benefits. Individual and student members are each entitled to one vote. Voting rights are limited to one vote per agency membership. The new GPN year is sure to be a great one with a new venue (United Way office) and an amazing leadership team!

The **Communications Committee** has been hard at work with maintaining our website (<http://www.gpninc.org>). Hats off to Communications Committee Chair and Webmaster **Melanie Campbell** for her dedication to maintaining this site and receiving ongoing, forwarded e-mails of job opportunities, professional development and other news for updating the website. She never complains and the information magically (through her behind the scenes hard work) appears! Also Newsletter Editor **Jana Parpart** works with me to make sure that the *GPN Network News* is distributed monthly to members. She is a delight to work with!

The **Training Committee** has given us many engaging professional development opportunities throughout the year. Chair **Jan Tunnell** and **Becky Farmerie**, premier promoter of special events, have lined up long time GPN member and trainer **April Boykin** to facilitate the June meeting special training "Tips and Tricks for Tracking Grants." Our good fortune in having such talent in Central Florida is also benefiting those we serve as we take what we have learned and apply it to successful grant seeking.

Thanks to each of you for your time and contributions to GPN and its mission.



Jeannie Floyd
GPN President

MISSION STATEMENT

The mission of the Grant Professionals Network of Central Florida, Inc. is to provide a collegial forum to facilitate training and resource development for grant professionals.

Leader Highlight: Terri Chastain, Director

Where were you born?

Rome, Georgia

What is your education background?

B.S in Psychology from Berry College in Mt. Berry, Georgia. It's a small, private liberal arts college, much like Rollins College. I've also met the requirements for my CFRE, Certified Fund Raising Executive.

What do you like most about working for the Philanthropy & Nonprofit Leadership Center?

Think of a world with only businesses and government agencies. Imagine our lives without organizations like Hospice of the Comforter, the Girl Scouts, the Salvation Army, Second Harvest Food Bank, and other organizations who serve those of us in need ... children with cancer, homeless families without shelter or seniors who've lost their vision. By working at the Philanthropy Center, I have the opportunity to serve the entire nonprofit sector. It's the scope of our work that excites me so much. Nonprofits often operate with limited, if any, money for training. I LOVE that we offer affordable and easily accessible education for the people who spend their careers helping others—nonprofit staff and board members. It's an honor to be part of that mission. I get to see people doing good work every day. Whoever said we can't change the world doesn't know nonprofits.

How long have you worked in the grant-related field?

I've been working in fundraising, including grantsmanship, for over ten years. Before that I worked in social services, providing direct services. My field service has proven invaluable to my fundraising work.

What led you to become a grant professional?

Serendipity. At the Lighthouse for the Blind (back then we were the Center for Independence, Technology, and Education) I worked as an assistive technology specialist and parent resource coordinator. I helped them with special events and grant proposals. I also served as a volunteer at Camp Boggy Creek in Lake County, one of Paul Newman's camps for children with chronic or life-threatening illnesses. Boggy wanted someone to serve as a volunteer coordinator, specifically for corporate work parties, and as an in-kind manager. From my first minute in that job, I loved the blend of creativity and organizational skills required in fundraising. So my wonderful mentor, Kathy Beattie, asked me to take over as Manager of Foundation and Corporate Relations. And I was hooked!



Director Terri Chastain served as GPN Activities Chairperson this year and has enriched our monthly general membership meetings with a dynamic line up of exceptional speakers.

How long have you been a GPN member?

I believe I've been a GPN member for at least nine years. I love the camaraderie of the group and the group's willingness to share and learn from each other.

Tell me something that no one else knows about you.

Well, it's not a secret, but I'm also a creative writer: short stories, poetry, and I'm working on two novels. I've been involved in Orlando's writing community for many years, and am a member of a writing group called the "Pregnant Pigs." I think a good number of grants professionals have a creative streak, and would encourage anyone so inclined to visit the following web sites for information about writing events and workshops in Central Florida: www.woodstreamwriters.com and www.sunscribbles.com

Tell me about your family.

I've been married for 30 years, and my husband is still my best friend. When I married him, he had two children from his previous marriage, and we were lucky enough to get to raise them. So I have three grown children, ages 34, 32, and 24, as well as seven grandchildren.

What is your top outside interest, hobby or sport?

Reading, writing, movies ... it's the story that always grabs me! I think that's why I love proposal writing.

Where do you want to be in five years?

Five years! I'm old enough to think of that as a very short time frame and to know that a lot can change in five years. I fully anticipate I'll be working in the nonprofit sector in fundraising until I retire, and then I foresee a life filled with many volunteer opportunities!

GPN Strategic Planning Priority Focus Areas

In the summer of 2006 Mark Brewer, President and CEO of the Community Foundation of Central Florida, Inc., led a strategic planning session with the Grant Professionals Network of Central Florida, Inc. (GPN) officers, directors, and committee chairpersons. He provided the background and tools for GPN's strategic planning process. This GPN Leadership Team participated in a Strengths, Weaknesses, Opportunities, and Threats (SWOT) exercise generating the collective input and expertise of the attendees. The team looked at where GPN stands in its development and discussed options regarding its short and long-term future.

Through the planning process, 10 initial focus areas were identified. Of these, two overall priority focus areas were selected. Both primary focus areas represent consolidation of several initial focus areas with commonalities, all of which will be shared with respective task force leadership. Requests for members to volunteer for each task force in order to further develop action and implementation plans was made at the April 2007 GPN membership meeting.

Priority 1: Lead Collaboration Among Organizations for Resource Development

The majority of those attending the strategic planning meetings have indicated a desire for GPN to be an organization that is recognized as a leader in regional change related to grant professionalism and resource development. Suggested activities are not limited to, but include:

- GPN could facilitate a meeting of organizations related to grant and resource development to address best practices in the field and to partner in professional development, such as through conferences and educational programs. Potential benefits of collaboration include shared knowledge, skills and resources leading to efficiencies and effectiveness.
- Leading strategic planning efforts to impact legislation can help attract external funding.
- GPN can become a leader and be proactive in the emerging field of resource development through offering professional development to our members.



Inspiration

The mind is not a vessel to be filled, but a fire to be kindled. (Plutarch)

Dogs have owners. Cats have staff.

A smile is a curve that will set things straight.

Don't use big words when diminutive operands will suffice.

Priority 2: Develop a Mentoring and Coaching Program

Most GPN members did not "major" in grant development in college, but rather entered the field from a variety of directions. However, most of us can identify someone who helped us learn to apply for grant funding in support of our community-based organizations or governmental agencies. Mentors, informally or in a structured program, can play an important role in the success of a grant writer/developer. The focus of Priority 2 is to implement a structured mentoring/coaching program in grant development that offers support to new members, existing members and interested college students. Suggested activities are not limited to, but could include:

- GPN members with expertise in specialty areas and who are willing to answer questions from other members can be on a contact list for members. Technology options can enhance this strategy.
- Offer job shadowing opportunities.
- Mentors/pals can help new members become involved and engaged in GPN activities and become aware of the benefits of membership (networking, sharing resources and professional development).

If you are interested in serving on one of these two task forces, please contact Jeannie Floyd at 407-317-3200, ext. 2325. This leadership, learning and networking opportunity is sure to benefit any participating grant professional.

GPN Meeting Dates and Location to Change Effective July 25, 2007

Effective July 25, 2007, the Board of Directors of the Grant Professionals Network of Central Florida, Inc. (GPN) voted to change the location of our general membership meetings to the Heart of Florida United Way Dr. Nelson Ying Center, 1940 Traylor Blvd. in Orlando. Located near the intersection of 441 and Princeton St., the facility is centrally located. To adapt to United Way conference room availability, the meetings will be held the fourth Wednesday of each month. This decision was based on many beneficial factors including that there is no rental fee (as with our current location), the facility has well designed meeting rooms with accommodations that support the use of technology, and there are potential reciprocal benefits of collaborating with United Way in training and resource development.

The next fiscal year (July 1-June 30) meetings are scheduled for:

July 25, 2007
August 22, 2007
September 26, 2007
October 24, 2007
November 2007—To be announced
December—Awards Breakfast in lieu of meeting
January 23, 2008
February 27, 2008
March—Annual Conference in lieu of meeting
April 23, 2008
May 28, 2008
June 25, 2008

Editor's Corner

If you have an article or news item for publication in the next issue, please forward the information to me at: [**janaparpart@hotmail.com**](mailto:janaparpart@hotmail.com) no later than **June 10, 2007**.

Many thanks to everyone who contributed to this month's issue of
GPN Network News!

Jana Parpart, Editor
GPN Network News

Elizabeth Genius Morse Foundation Grant Administrator Emphasizes Stewardship with Donors

Bonnie Hubbard, grant administrator for the Elizabeth Genius Morse Foundation, a Winter Park charitable foundation, presented a strong case for stewardship with donors at the May general membership meeting. Key points made:

- Stewardship is important to donors
- There are now more choices for donors, and donors want tangible evidence that their gifts are making a difference.
- Since an organization's volunteers often are its donors, how an organization uses and recognizes volunteers is important.
- The best stewardship is based on doing what the donor would like you to do for him or her. Organizations are wise to ask donors how they would like to be recognized for their contributions. Donors can check a box to easily indicate their preferences for recognition such as via a plaque, a certificate, etc. For donors who prefer to remain anonymous, donor listings can include "Anonymous." Honor the donor's wishes.
- It is important to pay attention to all gifts from donors, whether small or large, and all communications with them.
- Connect your donors to your organization and your mission.
- Promote the non-tangible when recognizing donors. Make sure the gift is more than just a transaction, more than a plaque. However, costly gifts to donors are not a good idea. Don't send things that look expensive unless they say "Donated by..."
- Share your successes with donors.
- Don't recycle information you send donors. Don't stop your relationship with a donor just because he or she didn't give this year.
- Stewardship must be supported by the whole organization from the CEO and the Board through the staff. Organizations must allocate funds for this. The person doing the communication with donors must be flexible and able to talk to any personality. Keep donors informed of whom they should speak with in the organization and let them know of pertinent staff changes.
- Make funders feel good about reports. "We thought

we were smart to give you the grant. Now show us how smart we were!"

- Become real to donors, because they tend to give to those they know.

In addition Bonnie offered many tips to help grant writers think from the perspective of the funding officer and other staff who receive grant requests. Some suggestions that she made were:

- Include interesting and compelling information about your organization's history.
- Avoid sending the same proposal each year.

Rollins College Philanthropy & Nonprofit Leadership Center Honors 15 Graduates with Certificates in Proposal Writing

Winter Park, Fla. (May 21, 2007) ...On May 17, fifteen individuals earned their *Certificate in Proposal Writing* from the Rollins College Philanthropy & Nonprofit Leadership Center after attending 39 hours of instruction and completing a significant amount of work outside of the workshop series, including the preparation and submission of a full grant proposal. Grant Professionals usually operate outside of the spotlight. Yet, they gain considerable support for the nonprofits they work for, which results in a stronger community for all of us.

HUGE congratulations to our graduates for their hard work and dedication to making our world a better place! They include: Camilla Chapman, Molly Conole, Stacey Dano, Roger Duncan, Karen Duncan, Alexis Graham, Laura Heidrich, Chesta Hembrooke, Liz Kitchens, Barbara Liston, Debi MacIntyre, Mary Patrick, Patricia Popovic, Jordana Spadacini, and Earl Turner.

More information about Philanthropy Center workshops and certificate programs is available at their web site, www.pnnc.rollins.edu.

GPN is on the Web!
www.gpninc.org

HARBOR HOUSE JOB DESCRIPTION

POSITION TITLE: Director of Development

PROGRAM TITLE: Fund Development

POSITION REPORTS DIRECTLY TO: Chief Executive Officer

POSITION (S) THAT REPORT (S) DIRECTLY TO THIS POSITION: Special Events Coordinator
In-kind Donations Coordinator
Volunteer Coordinator
Community Education and Prevention Manager

POSITION(S) THAT REPORT(S) INDIRECTLY TO THIS POSITION: 0
INDICATE NUMBER OF EMPLOYEES SUPERVISED: 4
POSITION IS EXEMPT FROM WAGE AND HOUR REQUIREMENTS.

WORK EXPERIENCE/EDUCATIONAL REQUIREMENTS:

Three to five years experience with a proven track record in grant writing and fund development. B.S. in Business, Public Relations or Communications or the equivalent experience. Knowledge of government grants preferred. Computer experience required. Raiser's Edge a plus. Certification (CFRE) through AFP a plus.

JOB SUMMARY:

Responsible for fund development through grant writing and fundraising to support the ongoing operation and growth of Harbor House and its programs. Also responsible for a donor/prospect file of 7,000+. Position requires frequent local and occasional out of town travel. Must be flexible in working hours to attend Board meetings, committee meetings, speaking engagements, etc.

PRINCIPAL JOB DUTIES:

1. Become knowledgeable about Harbor House, Inc., its mission and its programs.
2. Identify, evaluate and develop funding sources to meet the annual budget (i.e. individuals, foundations, corporate donors, etc.).
3. Write grant proposals for existing and future funding sources (i.e. United Way, V.O.C.A., foundations, civic organizations, etc.).
4. Solicit corporations, foundations, and Board members.
5. Identify, evaluate, and develop government grant sources to support program operations.
6. Cultivate proficiency in direct marketing method of fund raising.
7. Ensure appropriate donor recognition.
8. Participate in the planning and implementation of fund raising events.
9. Participate in the annual budgeting process and monitor results.
10. Accurately maintain the computerized donor management system.
11. Encourage and promote growth of the Harbor House annual fund and endowment fund.
12. Participate in the Harbor House Speaker's Bureau.
13. Serve as staff liaison to Fund Raising Committee meetings to ensure an effective team approach to fund raising. Prepare meeting notices, agendas, minutes, etc.
15. Responsible for special projects, reports or duties as assigned by the Chief Executive Officer.

PROBLEM SOLVING SKILLS:

Position requires the ability to research and analyze funding criteria and adapt requests accordingly. Also, requires creativity in identifying new funding sources or dealing with budget deficits. Individual should be comfortable with a team approach to problem solving.

For more information contact Carol Wick at Harbor House via her e-mail: cwick@harborhouse.us



GPN Meeting Minutes

Wednesday, May 2, 2007

Grant Professionals Network Membership Meeting May 2, 2007

The Grant Professionals Network met Wednesday, May 2, 2007 in the Maitland Civic Center. Jeannie Floyd, president, called the meeting to order at 9:00 a.m.

Terri Chastain, Activities Chair, introduced Bonnie Hubbard, Grant Administrator for the Elizabeth Morse Genius Foundation. Bonnie worked for Bank of America for many years and became interested in the nonprofit world through Bank of America's philanthropy program.

The Elizabeth Morse Genius Foundation was founded in 1959 by Mrs. Genius's daughter. Ms. Hubbard noted that there are several foundations with the Morse Genius name with various objectives such as taking care of the properties and supporting organizations the family supported during their lifetimes. The Charles Hosmer Morse Foundation based in Winter Park is an operating foundation. The Elizabeth Morse Genius Foundation based in Chicago does not make grants in Florida. However, the Elizabeth Morse Genius Foundation based in Winter Park does carry out grant making activities.

Ms. Hubbard offered many tips to help grant writers think from the perspective of the funding officer and other staff who open grant requests. She urged applicants to include something about their organization's history and background and to avoid sending the same proposal each year.

Bonnie noted that donor stewardship is very important to donors. There are now more choices for donors, and donors want tangible evidence that their gifts are making a difference. Since an organization's volunteers often are its donors, how an organization uses and recognizes volunteers is important.

Bonnie discussed critical stewardship practices. The best stewardship is based on doing what the donor

would like you to do for him or her.

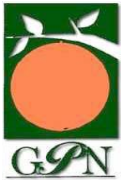
Organizations are wise to ask donors in some way, perhaps on a form, how they would like to be recognized. Donors can check a box to easily indicate their preferences for recognition such as via a plaque, a certificate, etc. For donors who prefer to remain anonymous, donor listings can include "Anonymous." Honor the donor's wishes. It is important to pay attention to all gifts from donors, whether small or large, and all communications with them.

Nonprofit stewardship is an educational process for new donors. It is wise to connect your donors to your organization and your mission. Promote the non-tangible when recognizing donors. Make sure the gift is more than just a transaction, more than a plaque. However, costly gifts to donors are not a good idea. Don't send things that look expensive unless they say "Donated by..." Share your success. Don't recycle information you send donors. Don't stop your relationship with a donor just because he or she didn't give this year.

Stewardship must be supported by the whole organization from the CEO and the Board through the staff. Organizations must allocate funds for this. The person doing the communication with donors must be flexible and able to talk to any personality. Keep donors informed of whom they should speak with in the organization and let them know of pertinent staff changes. One way of gauging your practices' success is the number of donors an organization moves from one-time donors to multiyear donors. Another indicator of success is the response an organization gets from new donors.

Ms. Hubbard offered this tip concerning how to make funders feel good about reports. "We thought we were smart to give you the grant. Now show us how smart we were!"

Foundations generally support the same types of things that were supported by the person



GPN Meeting Minutes, Continued

Wednesday, May 2, 2007

whose funds are being distributed. While still a single woman, Elizabeth Morse Genius supported a small organization that the foundation still supports today.

Bonnie advised working to become real to donors, because they tend to give to those they know. An individual named Jack had gone to the same school as Charles Hosmer Morse and requested funding for the school, but the request was not funded. Jack continued researching Charles's background and periodically shared this information with the foundation. He was able to provide some useful background about Charles's interests to the foundation. Although the foundation had always believed the Charles would not have wanted his name on a building he had donated, Jack shared a picture of a building containing a sign with Charles's name on it. Through the research that Jack shared, the foundation board eventually came to believe that the school was important to Charles and began donating to it.

Breakout Session – Sharing Best Practices

Time was set aside for each table to share some best practices in fundraising. Highlights of a few of the examples shared follow.

Marilyn Hughes shared an experience of the development director of the Orlando Union Rescue Mission (OURM), who went to visit a woman in the course of canvassing for \$180,000 to build a women's division. The hostess turned out to be a concert pianist. She and the development director, who also played the piano, ended up playing music together that day. When the pianist asked for a tape of the one of the songs, the head of OURM made the effort to research the copyright, make a tape of the song, and ensure it was delivered to the woman. Soon after, the pianist sent the mission a check for \$175,000 for the women's division.

While the head of OURM was speaking with an elderly gentleman about a possible donation of \$500,000, the gentleman mentioned that he had

never gotten a copy of his high school yearbook from a nearby local high school. Since the only copy of the yearbook to be found was in a public library and not for sale, the head of OURM copied all the pages of the yearbook and presented them in a nice package to the potential donor. The gentleman gave \$400,000 of the \$500,000 requested. A couple of years later when the donor died, he left \$10 million to OURM in his will.

J. Nelson Kull of Pathways recalled a time when the original landlord of the Pathways building was still alive. Nelson was awarded a grant for \$7,000 to \$8,000 to get a fire hydrant that was required for the building. Circumstances changed and the funds were no longer needed for a fire hydrant, so Mr. Kull returned the check to the donor with a note. Ultimately, Pathways bought the building it had been renting and the fire hydrant again became needed. The donor to whom Nelson had returned the check paid for the fire hydrant and recently donated an additional \$50,000 for building materials.

Jana Parpart of the Educational Foundation of Osceola spoke about a successful grant to serve second graders in Osceola at risk of being retained for low FCAT scores. The grant involved developing Bookmark Buddies and two program teachers. Target provided \$4,000 in funding for the program. A Reading Night was planned, and Target employees volunteered to do the reading. Jana then sent a picture of the event along with a letter to Target. The next year, Target provided an additional \$3,000 for the program. Today Target gives \$5,000 every year for this program, which now is also in other Osceola schools. More and more students are avoiding retention as a result of this program that began with a \$4,000 grant.

Camilla Chapman of Orlando Regional Healthcare spoke about a relationship that took many years to develop. Even succeeding in having the potential donor tour the hospital took



GPN Meeting Minutes, Continued

Wednesday, May 2, 2007

multiple attempts over number of years. But when the person finally toured the neonatal nephrology unit, she fell in love with what she called the “miniature babies” and has indicated her intention to make sizeable donations to ORMC and Arnold Palmer Hospital. Building. It was noted that, as in this instance, the Agency tour is an excellent marketing tool.

Completing this part of the meeting was a fundraising story about a horse named Lucky.

Business Meeting

Jeannie Floyd, President, conducted the business meeting.

Melanie Campbell moved that the minutes of the April membership meeting be approved. Georgiana Tynes seconded. The motion carried.

Marilyn Hughes presented the treasurer’s report. She noted that most checks for membership dues are accompanied by a completed membership form, but sometimes larger entities do not include it. Having the form is very helpful in keeping the GPN membership list accurate.

Judy Bennett moved that the treasurer’s report be approved. Terri Chastain seconded. The motion carried.

It was noted that Marilyn Hughes plans to send out invoices for membership dues at the end of May.

GPN has not yet received the check for the Annual Conference. By contract, the check is to be received by early June.

Cara Eule, Membership Chair, introduced the guests.

Strategic Planning Update and Priority Focus Areas

Jeannie Floyd recapped the Strategic Planning

process that began in the summer of 2006. Mark Brewer met with the GPN Board, officers, directors, and committee chairs and provided background and tools for GPN’s Strategic Planning process. Those attending completed a SWOT (Strengths, Weaknesses, Opportunities, Threats) exercise that Jeannie will e-mail to all members. Consideration was given to where GPN stands in its life cycle. For example, as an organization grows it experiences different challenges from when it was just starting out.

Through the planning process, a list of priority areas of concern was developed. Ten major areas were identified. At the last Board of Directors meeting, two overall priority areas were selected as our main focus. The next step is to create a task force of members to develop an action plan to address the two priority areas that have been chosen for focus. Members were asked to volunteer to serve on the task force.

Judy Bennett presented Priority 1. She noted that a question considered during the strategic planning process was whether GPN should continue as it is or move toward being a leader out in front facilitating change. The majority of those attending indicated they wanted to move toward becoming an organization that would be a leader in regional change related to grant writing. Some possibilities for going this direction were shared. For example, it was suggested that all organizations related to grant writing, education, etc., could work together to convene a meeting to collaborate. Together, they could identify best practices and partner on conferences and educational programs. What would be the savings in time and money realized by partnering on projects? It would be possible to work together to get legislation changed in areas where appropriate. Mark Brewer noted that the role of the grant writer will be changing in the next 10 years, with the grant writer becoming more of a resource developer. Providing training for the future could be addressed.



GPN Meeting Minutes, Continued

Wednesday, May 2, 2007

Georgiana Tynes presented Priority 2. This involves mentoring/coaching members and college students. Currently there is an informal program, but an appropriate structure can be developed. A contact list of members with expertise in specialty areas could be developed. A task force is needed to develop a mission for the program, determine who will do what and how long, determine criteria and selection procedures, and decide how much of a time commitment would be expected of the coach or mentor.

Sign-up sheets for the task force were on the registration table.

Jeannie Floyd announced that legislative address books for the House and Senate were on the registration table. Each member is entitled to receive one copy of each of these books.

Jan Tunnell, Training Chair, will give a training at the June meeting.

Election of Officers

Following balloting for officers for the upcoming year, Jana Parpart, Nominating Committee Chair, announced the election results. She thanked Joel Henderson and Terri Chastain for their service on the Nominating Committee. Election results were as follows:

GPN Officers and Directors 2007-2008

Officers

President-Elect - Georgiana Tynes

Secretary – Melanie Campbell

Treasurer – Cara Eule

Directors

1 year – Karen Cole

2 years – Khadija Pirzadeh

2 years – Teresa Shipley

2 years—Terry Zwicker (to fill Terri Chastain's

position; approved by the Board of Directors at the May board meeting).

Announcements

The Association of Fundraising Executives is holding a Diversity Conference Thursday, June 7 at the Orlando Rosen Plaza Hotel. The GPN Board voted to support this project by giving \$250. This amount will pay for two scholarships of \$100 each as well as provide \$50 to help defray conference costs.

Susan Mitchell held the drawing for the door prizes.

Melanie Campbell, Webmaster, announced that the *Orlando Business Journal* is now contacting GPN with job openings. These can be seen at the website. Carder and Burgess has an opening that will be posted very soon.

Judy Bennett thanked GPN for the gift card from Bahama Breeze.

*Minutes respectfully submitted by Pat Zahry,
GPN secretary*

Addendum to 5/2/07 GPN Membership Meeting Minutes:

Both winners of the two scholarships to the AFP training stated that they were unable to attend because of scheduling conflicts. President Jeannie Floyd then e-mailed all GPN members and indicated that the first two persons to respond would receive the scholarships. The two winners were Eva Shoemaker, Learning for Life, and Teresa Douglas Shipley, Orange County Public Schools (OCPS). It was noted for the record that although both Teresa and Jeannie work at OCPS, the invitation was sent by e-mail and Teresa had no advance notice of the opportunity. She had the same chance as any other GPN member to respond.



Grant Professionals Network of Central Florida, Inc.

Membership Renewal

Dues Notice for New Fiscal Year

July 1, 2007 – June 30, 2008

___ Renewal ___ New Member

Name	
Organization/Agency	
Address	
City, County, Zip Code	
Phone	
FAX	
E-mail	
Website	
*Agency Focus	

**New for roster (children, seniors, homeless, special needs, education, human services, etc.)*

MEMBER TYPE (Check one)

___ **Individual Membership** - (\$50) Individual members are entitled to all privileges of Grant Professionals Network of Central Florida, Inc. (GPN) membership including attendance at monthly meetings featuring guest speakers on topics of interest to grant seekers, the right to one vote and to hold office, discounts on training opportunities, subscription to the e-newsletter, listing in the membership roster on the GPN website, and more.

___ **Agency/Organization Membership** - (\$100) Agency/Organization GPN membership privileges extend to all employees in an organization's grant/development office. This includes attendance at monthly meetings featuring guest speakers on topics of interest to grant seekers, discounts on training opportunities, one agency/organization member listing in the GPN roster on the website, and more. Each member organization is entitled to one vote which may be cast by any eligible employee and one e-newsletter subscription which may be forwarded by the member of record listed in the membership roster. If you are subscribing with an agency membership, please other participating employees.

	Name	Phone	Email
1			
2			
3			
4			

___ **Student Membership** - (\$25) College students are eligible to join GPN and enjoy all the privileges of individual membership.

PAYMENT TYPE (Check one) Check # _____ Purchase Order # _____

Please make check payable to **Grant Professionals Network of Central Florida, Inc.** and mail payment with form to: **GPN, P. O. Box 532051, Orlando, Florida 32853-2051.**

Please volunteer for a GPN committee:

- | | |
|---------------------------------|---------------------------|
| ___ Activities Committee | ___ Legislative Committee |
| ___ Annual Conference Committee | ___ Finance Committee |
| ___ Communications Committee | ___ Training Committee |
| ___ Hospitality Committee | ___ Membership Committee |