



*Changing Central Florida One Grant at a Time*

# Network News

## July Program

**Margaret Linnane**

### Rollins Philanthropy & Nonprofit Learning Center

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#### **2009-10 Officers**

- Bobi Bellows,  
*President*  
407-376-6362
- John O'Connor,  
*President-Elect*  
407-430-7102
- Francina Dubose, MNM,  
*Secretary*  
407-365-7677
- Merewyn "Libba" Lyons,  
*Treasurer*  
407-317-3303

#### **Directors**

- Lee Bailey
- Nikisha Bronson-Hunter
- Lillian Drasin
- Chris Howell
- Noreen Levitt
- Devon Massot

The upcoming general membership meeting of the Grant Professionals Network of Central Florida, Inc. will feature **Ms. Margaret Linnane**, Executive Director of Rollins Philanthropy & Nonprofit Learning Center. More information about Ms. Linnane appears in the Speaker Profile on the following page.

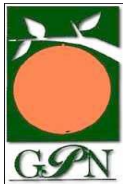
The Rollins College Philanthropy & Nonprofit Leadership Center was established to assist philanthropic organizations in fulfilling their missions. In its brief eight-year history, the Philanthropy Center provides educational programming, networking opportunities, consulting services and research to help increase the effectiveness of nonprofit organizations and enhance the professional experience of the dedicated people whom they employ. The Philanthropy Center is a program of Rollins College Roy E. Crummer Graduate School of Business.

The Philanthropy Center's certificate programs for nonprofit managers, staff and volunteers and its courses in board development and nonprofit governance are taught in the Bush Executive Center on the Rollins campus. Its offices are located at 200 E. New England Avenue in downtown Winter Park.

The **July 22nd** meeting will occur at the Heart of Florida United Way Dr. Nelson Ying Center, 1940 Traylor Blvd, in Orlando. Networking and refreshments will begin at 8:30 a.m. with the call to order at 8:45 a.m.

**The 2009 GPN Membership Survey is Now Available at <http://tinyurl.com/gpn-survey>! The deadline is August 5th.**

*The mission of the Grant Professionals Network (GPN) is to provide a collegial forum to facilitate training, resource development, leadership and networking opportunities for grant professionals.*



## **July Speaker Profile** **Margaret Linnane** **Rollins Philanthropy & Nonprofit Learning Center**

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**Margaret Linnane** is the executive director of the Philanthropy Center. Prior to coming to the Center, Ms. Linnane was the executive director of the Second Harvest Food Bank of Central Florida for 18 years. Her extensive experience in resource development, program and fiscal management, and community outreach were paramount in selecting her to lead the Philanthropy Center in 2004.

Ms. Linnane fills a number of volunteer roles in Central Florida. She serves on the advisory boards of 2-1-1 Community Resources and the Nonprofit Management Advisory Board of the University of Central Florida's College of Health and Public Affairs. She also serves on Heart of Florida United Way's Community Impact Steering Committee.

Ms. Linnane is past president of the Florida Association of Food Banks, former chair of the Heart of Florida United Way's Council of Agency Executives, and served on the board of directors of Gulf States Credit Union.

A past recipient of the prestigious Martin L. Bell Memorial Scholarship, a full-tuition scholarship awarded annually to a nonprofit executive in the Corporate M.B.A. Program at the Roy E. Crummer Graduate School of Business, Linnane holds an MBA, and a BA from Rollins College.



## GRANT PROFESSIONALS NETWORK OF CENTRAL FLORIDA



General Membership Meeting  
 Wednesday, July 22, 2009

### Meeting Agenda

|                 |  |   |
|-----------------|--|---|
| <b>8:30 am</b>  | Networking & Refreshments  | <i>provided by Joan Bailey</i>                                  |
| <b>8:45 am</b>  | Call to Order  | <b>John O'Connor</b>  |
| <b>8:55 am</b>  | GPN Business Meeting<br>Approval of June Minutes   | <b>John O'Connor</b>  |
| <b>9:00 am</b>  | <b>Rollins Philanthropy &amp; Nonprofit Learning Center</b>  | <b>Margaret Linnane</b>   |
| <b>9:40 am</b>  | Committee Reports – if any<br>Member Recognition – if any<br>Monthly Grant Awards and Totals Collected | <i>by Committee Chair<br/>by Committee Chair<br/>Lee Bailey</i> |
| <b>9:45 am</b>  | Collaborative Sharing & Announcements  | <b>John O'Connor</b>  |
| <b>10:00 am</b> | Introduction of Guests & Door Prize Drawing  | <b>Chris Howell</b>   |
| <b>10:10 am</b> | Networking   | <b>All</b>  |
| <b>10:30 am</b> | Adjournment  | <b>John O'Connor</b>  |

**Next GPN Meeting: Wednesday, August 26, 8:45 am at the Heart of Florida United Way  
 (Dr. Nelson Ying Center, 1940 Traylor Blvd., Orlando, FL 32804)**

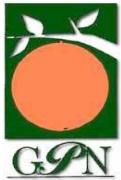
*The mission of GPN is to provide a collegial forum to facilitate training and resource development for grant professionals.  
[www.gpninc.org](http://www.gpninc.org)*

#### **REMINDER: ALL GPN memberships expired at the end of June!**

Continue to take advantage of all the great member benefits associated with GPN membership like:

- This newsletter;
- Networking;
- Collaboration opportunities;
- Door prizes;
- Discounted annual conference registration; &
- Much, much more!!!

Please visit the GPN website at <http://www.gpninc.org/membership/>.



# 2009-2010 Leadership

**CONGRATULATIONS** to the incoming Officers and Board of Directors!

## Executive Officers

|                 |                               |   |
|-----------------|-------------------------------|---|
| President       | <b>Bobette "Bobi" Bellows</b> | Lighthouse Central Florida, Inc.            |
| President-Elect | <b>John O'Connor</b>          | John O'Connor Consulting, Inc.              |
| Treasurer       | <b>Merewyn "Libba" Lyons</b>  | Orange County Public Schools                |
| Secretary       | <b>Francina Dubose, MNM</b>   | FD Grant Writing Services                   |
| Past-President  | <b>Georgiana Tynes</b>        | Georgiana K. Tynes Consulting Services, LLC |

## Board of Directors (2-year term)

|  |   |
|--|---|
| <b>Lee Bailey</b> (2nd year)             | Rollins College Philanthropy and Nonprofit Leadership Center<br>407-975-6414; EBAILEY@Rollins.edu |
| <b>Nikisha Bronson-Hunter</b> (1st year) | Early Learning Coalition of Orange County<br>407-259-2469; Nbronson-Hunter@elcoc.org              |
| <b>Lillian Drasin</b> (1st year)         | City of Orlando, Orlando Police Department<br>407-246-2968; Lillian.Drasin@cityoforlando.net      |
| <b>Chris Howell</b> (2nd year)           | Center for Independent Living in Central Florida Inc.<br>407-623-1390; chrishowell.is@gmail.com   |
| <b>Noreen Levitt</b> (1st year)          | Development Professional Grant Writer<br>407-516-9441; nlevitt@cfl.rr.com                         |
| <b>Devon Massot</b> (2nd year)           | Rollins College<br>407-646-2000; devon.massot@gmail.com   |



# Exciting Training Opportunities !!

**Rollins' Philanthropy and Nonprofit Leadership Center (PNLC)** announces its training:

## **JULY**

- *Finding Funding (Prerequisite for the Certificate in Proposal Writing)* — *Thursday, July 16*  
This introduction to prospect research includes ways to find potential funding partners using directories, periodicals, and online resources.
- *Raising Funds Through Special Events* — *Wednesday, July 22*  
In this one-day workshop participants will gain tools and techniques for maximizing donor support through proven best practices and will increase their knowledge base on how to leverage relationships, gain additional dollars and how to analyze special events to increase the bottom line.
- *Leader Series Lunch - Social Marketing: Inspiring Change* — *Wednesday, July 29*  
In the leanest of times, how does an organization tackle the toughest of challenges; making a real impact as budgets tighten and needs expand? Peter Mitchell offers one set of strategies that leverage what may be your greatest untapped asset.
- *First Steps in Fundraising (Prerequisite for the Certificate in Proposal Writing)* — *Thursday, July 30*  
First impressions are critical to any relationship; they can open or close the door to further contact. Learn how to build strong relationships using both the inquiry letter and the concept paper.

## **AUGUST**

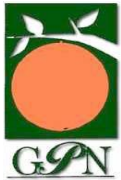
- *Prospect Research: A Beginner's Search and Find Workshop* — *Thursday, August 6*  
This hands-on workshop equips you to understand and evaluate an individual's ability and inclination to give to your organization.
- *Steps for Starting a 501c3 Nonprofit* — *Monday, August 10*  
This session provides a basic overview of the steps for starting a 501c3 nonprofit corporation.
- *New Executive Director Roundtable* — *Thursday, August 13*  
Have you recently succeeded an executive director at an area nonprofit organization? Whether you are new to the nonprofit sector, to Central Florida or simply new to your position, we want to say "Welcome!"
- *Ready, Set, Fundraise! (Required for the Certificate in Nonprofit Management)* — *Wednesday & Thursday, August 19 & 20*  
This two-day workshop covers a basic introduction to nonprofit management best practices with a goal of creating a sustainable organization.
- *Cash Management: Making Money Work for Your Nonprofit (NEW)* — *Tuesday, August 25*  
In this session, participants will get an overview of how to generate and hold onto precious dollars. We will survey budgets, special fundraising events, how to detect fraud, issues with alternative investments, unrelated business income, and other timely issues.
- *One Stop Board Retreat* — *Saturday, August 29*  
During this full-day workshop facilitated by a nationally known expert in board governance, your team consisting of the CEO and at least five board members, will address board roles and responsibilities, challenges in recruiting the right board members, and their key role in fundraising.



• <http://www.pnlc.rollins.edu/> •

**2009 Central Florida Nonprofit Compensation & Benefits Survey Report Released**

[http://www.pnlc.rollins.edu/salary\\_survey09.shtml](http://www.pnlc.rollins.edu/salary_survey09.shtml)



## Exciting Training Opportunities !! (Continued)



### *Signature Grantsmanship Training Program*

**Dates:** July 27-31, 2009

**Location:** Carrollwood Cultural Center

The Grantsmanship Center's signature Grantsmanship Training Program is coming to Tampa, Florida, July 27-31, 2009. The program will be hosted by the Carrollwood Cultural Center.

The Grantsmanship Training Program is a comprehensive, hands-on workshop that covers the complete grant development process, from researching funding sources to writing and reviewing grant proposals. More than 110,000 nonprofit and government personnel have attended this fast-paced, five-day workshop, which is followed with a full year of membership support services.

During the workshop, participants learn The Grantsmanship Center's proposal-writing format, the most widely used in the world. In addition to practicing advanced techniques for pursuing government, foundation, and corporate grants, participants work in small teams to develop and then review real grant proposals. Participants exit the class equipped with new skills, new professional connections, and follow-up services for one year, including professional proposal review, access to The Grantsmanship Center's exclusive online funding databases, and an array of other benefits. Many also leave with proposals that are ready to polish and submit.

Tuition for the Grantsmanship Training Program is \$895 (\$845 for each additional registrant from the same organization).

To ensure personalized attention, class size is limited to 30 participants. To register online, to learn about scholarship opportunities for qualifying organizations, or for more information, visit <http://www.tgci.com/gtpttraining.shtml>. Or call The Grantsmanship Center's Registrar at (800) 421-9512.

### **Grant Writing and Grant Management Training Offered in Orlando, Florida**

Disney Entrepreneur Center and **Grant Writing USA** will present a two-day grant writing workshop in Orlando, **August 24-25, 2009**. Beginning and experienced grant writers from city, county and state agencies as well as nonprofits, K-12, colleges and universities are encouraged to attend. Purchase orders, checks and cards are welcome. Multi-enrollment discounts are available. Tuition payment is not required at the time of enrollment. Tuition is \$425 and includes all materials: workbook and accompanying 420MB resource CD that is packed full of tools and more than 200 sample grant proposals. Seating is limited, online reservations are necessary. For more information including venue location and maps, graduate testimonials and instant, online enrollment, please visit:

<http://grantwritingusa.com/events/write/orfl0809.html>



# GPN Board of Directors Meeting Minutes

Thursday, May 14, 2009

Members Present: Georgiana Tynes, President; Bobi Bellows, President Elect; Cara Eule, Treasurer; Melanie Campbell, Secretary; Jana Parpart, Director; Teresa Shipley, Director; Lee Bailey, Director; Chris Howell, Director; Devon Massot, Director; Warren Lakhan, Director

Members Absent:

Called to order 8:21 am

Transitional Meeting.

Approval of the November minutes

Moved: Jana Parpart, Seconded: Bobi Bellows, Vote: Unanimous Approval

February notes – distributed & discussed. Current chairs will be asked to go over job descriptions.

AFP meeting/participation – good experience.

Cara Eule had a baby boy – Nathan born February 6, 2009. Georgiana handled all he bills in Cara's absents.

Bobbi said that Leadership Orlando was touring the Rollins campus & Lee Bailey would be a little late due to the tour.

Insurance was discussed for the President and Treasurer, getting them bonded. The company Georgiana is working with suggested doing the whole organization. First she will need o fill out a form with Amsley then they will give us a quote.

Discussion was held about endorsing Independent Grant writers.

990 IRS requirements were discussed about filling this year and last. Research if Helaine Blum is indeed he Principle Officer or the Original Registered Agent.

Annual Report was filed with the State of Florida on April 21, 2009. Georgiana will see if the year Joel was President 2007-2008 can be fixed to show him as President, instead of Jeannie Floyd. There was a cost of \$61.25 to file.

3rd Quarterly Treasurer's report – ending March 31st was presented at the April general meeting and approved by the membership. There is a negative due to the Awards Breakfast, because our organization is on a cash basis. We saved by getting rid of the storage unit.

## Committee

Bylaws – Signed and on the website.

Finance – Still vacant – helps back up the Treasurer.

Nominating – ballots were pasted out at the last meeting and include in the newsletter and on the website. Currently there isn't a Secretary nor Treasurer. Warren will fulfill the rest of his term. No slate of officers, whoever gets the most votes wins. John O'Connor has been suggested as a Director or President Elect. Pat Zahry was suggested as a Director or Secretary. Lillian Drasin, Franciana Dubose, Noreen Levite, Susan Mitchell, Melanie Curry & Peggy Brockington – some other suggestions. The ballot will be emailed with the following message – "Reminder to Vote – Currently no one has stepped up to the Executive Level." Chris, Lee & Devon still have another year as Directors. Nikisha Bronson-Hunter will take the membership, but will also be a Director if needed. Laura Swart also expressed interest in the Membership Chair. Discussion was held about staggering the two-years that the Secretary and/or Treasurer serve. Lee was approached for the Secretary position, but still has another year as Director, will serve on the Professional Development Committee. Joan Bailey will continue as the Hospitality Chair and she has help from someone in her office. Chris will continue as Website Chair. Newsletter, it is not known if Shannon will continue on or not, Pat Zahry has shown an interest. Legislative and Marketing are open. Monthly Program's, it is not known if Sharon will continue or not. Give an honorary two-year membership to Mike Messur (Warren's friend) if he will take the Treasurer's position. Award Breakfast, maybe Judy Bennett or Lee Bailey.



# GPN Board of Directors Meeting Minutes

Thursday, May 14, 2009

Lee Bailey suggested Julie Tindall and Shannon Callahan for possible leadership positions.

Professional Development – See Jeannie’s report. Legislative Stimulus training was discussed. Along with the Congresswoman Brown and Congressman Grayson trainings.

Georgiana will send the attendance list from the trainings to see if they would like to be involved more.

Becky Farmerie has stepped back and will be involved again.

Todd Rupp & Warren will help work on the Strategic Plan for the upcoming year.

Bobi will get the mail, since her office is just around the corner from the post office. She will scan the necessary items & give the originals at the meeting.

Dr. Phillips Foundation would like to link to our website.

Per Teresa – Mark Brewer of Community Foundation of Central Florida will put our logo on their website.

Heart of Florida United Way has us listed as a resource.

Conference – Final total should be complete the end of the month at the UCF meeting.

Each member was asked to do a “To Do” of what all is expected of your duties.

Cara will be speaking at the Renaissances Senior Center in July.

Monthly Programs –

- May speaker – Kathy Panther, Leadership Orlando – Boundaries Perspective.

Bobi won’t be at the May meeting.

## New Business

Girl Scouts of Citrus Council – requested sponsorship for the Camp CEO - \$300 would give the President a mentor position. Discussion held and decided that it doesn’t further the mission or vision of GPN.

Barker Specialty Orlando – Open House – marketing items, currently we have mugs, and bags.

Membership – give members “membership cards” and offer CEU/incentives to try and keep our members and get new members.

President’s Volunteer Service Award –

- Postpone to next year, because the program runs November to November.
- GPN would be the awarding organization.
- Members keep track of their hours.
- Perk for members.
- [www.presidentialserviceawards.gov](http://www.presidentialserviceawards.gov)
- If we decide the 1st award would be in 2010.

Congressman Grayson has a position for a Grant Coordinator and this person will be a liaison for nonprofits in the community – Lee will get the info to Chris for the website.

Seminole County Public School has a Grant Writer position.

Lake Ellenor Health Dept has a Grant Writer Position.

Chris requested that Jeannie Floyd get recognition for her hard work with the Professional Development Committee with all the Brown Bag trainings.

Meeting adjourned 9:51 am

*Respectfully submitted by Melanie Campbell, GPN Secretary 2008-2009*



# GPN Meeting Minutes

Wednesday, June 24, 2009

## Grant Professionals Network Membership Meeting Wednesday, June 24, 2009

Meeting was called to order at 8:49 am by President Georgiana Tynes.

Approval of the April minutes

Moved: Todd Stroup, Seconded: Donna Graf, Vote: Unanimous Approval

Approval of the May minutes

Moved: Todd Ruopp, Seconded: Donna Graf, Vote: Unanimous Approval

Teresa Shipley presented the Slate of Officers -

President Elect – John O'Connor  
Secretary – Francina Dubois  
Treasurer – Libba Lyons  
(all of the above had a “write in” slot for floor nominations).

3 Director positions are open and the following candidates are interested:

Brenda Bray  
Nikisha Bronson-Hunter  
Lillian Drasin  
Noreen Levitt  
Susan Mitchell  
Pat Zahry  
(There is also a “write in” slot for floor nominations).

Teresa Shipley passed out ballot and then asked members only to vote. Then she collected the ballots and tallied the votes.

### Speaker

*Patty DeYoung, Executive Administrator of Darden Restaurants Foundation (www.darden.com)  
Topic – “Challenges of Funding”*

Chronicle of Philanthropy headline this month “A Long Road to Recovery”.

Looking at our jobs in a new and different way – everyone, government, city, county, schools, nonprofits, etc.

Current Focus of Darden –

- National – Post Secondary education – College Summit – 2 yrs
- National – Recipe for Success – Boys & Girls Club (partnership) – focusing in on the average student who does not have the resources they & do not know about for their future. Helping to get them in a place and not setting them up for failure for their future.
  - ◇ Productive – taxpaying citizens.
  - ◇ Opportunity – not necessarily staying in the hospitality field.
- Other areas – arts, social services (senior w/ food) – here in Orlando.

Funders and recipients working together

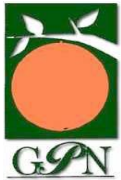
- Encourage collaborations and think outside the box.
- Work together for the betterment of the community.
- Shed egos – give/take.
- HFUW wants to have a legal “collaboration” agreement, not a bad idea, but not necessary.

Darden helps on a case-by-case basis – homeless (jobs). However, that then usually involved and collaborate with HFUW.

Darden Restaurants Foundation

- Has four meetings a year – Feb, May, Aug, Nov – 3rd Monday of the month.
- Application (2 pgs)
- Non-complicated process – as easy as possible.
- Willing to do breakfast, lunch or dinner to discuss funding.
- Moving in Aug/Sept to a more environmentally friendly building.

Not as much funding available this year – they will be stretching dollars and try to help, but be prepared for the next several years for them to be



# GPN Meeting Minutes

Wednesday, June 24, 2009

lean years.

Creativity, working & collaborating and our knowledge will be our value as grant professionals, that the funders appreciate.

Darden is working with the State as questions come up, prior to them passing cockamamie legislation without thinking about the consequences.

## Suggestions

- Call funders prior to applying
  - ◊ New grant writers traditionally don't do anything wrong with the applications, there just isn't enough money.
- Make sure things add up in your budget and they the general ask makes senses – not “Because we need money”.

Sponsorships – Darden does do them – send an email, can't take phone solicitations. Include – who, when, where, what & why.

## Committee Reports

Grant Awards – Jana Parpart passed around the form to gather grant funding information for the month.

*Nomination* – Teresa Shipley announced the 2009-2010 Board of Directors:

- President – Bobette “Bobi” Bellows
- President Elect – John O'Connor
- Secretary – Francina Dubois
- Treasurer – Libba Lyons
- Director – Nikisha Bronson-Hunter (2 yrs)
- Director – Lillian Drasin (2 yrs)
- Director – Noreen Levitt (2 yrs)

Directors continuing their term:

- Director – Devon Masot (1 yrs)
- Director – Lee Bailey (1 yrs)
- Director – Chris Howell (1 yrs)

Installation of the 2009-2010 Board of Directors  
Patty DeYoung performed the installation of the officers.

Bobi Bellows did her incoming President's speech and welcomed the members & guests. Guests – Geoff Nordoff, Eric Bartens, Jennifer Trombino & Tiffany Tisdale.

July's speaker will be Margaret Linnane, Executive Director of Rollins Philanthropy & Nonprofit Leadership Center. Bobi Bellows will not be at the July meeting as she is working on her Masters & will be traveling to Minnesota for the month.

## Miscellaneous

- Member Survey is on the website – we encourage everyone to go and complete one to assist with the upcoming year.
- Todd Ruopp will be helping us with the Strategic Plan.

Collaborative Sharing –

- Kenya Youth Education and Community Development Program – KYCEP – handed out flyers.
- Jeannie Floyd thanked Georgiana for her year as President – Hats off!
- Georgiana gave a special thanks to Shannon Callahan for all her hard work on the newsletter (since she was unable to be at the meeting).
- Todd Ruopp asked if anyone had a nomination for National Philanthropy Day to go to [www.afpcentralfl.org](http://www.afpcentralfl.org).
- Committee opportunities are still available – contact Bobi if you are interested.

Door Prize drawing – One free registration certificate to a single day workshop for Rollins Philanthropy & Nonprofit Leadership Center won by Susan of Kenya Youth Education and Community Development Program - KYCEP.

Adjournment at 10:09 am

*Respectfully submitted by Melanie Campbell,  
GPN Secretary 2007-2009*



## GPN Meeting Dates and Location

The location of GPN's general membership meetings is the Heart of Florida United Way Dr. Nelson Ying Center, 1940 Traylor Boulevard in Orlando. The facility is centrally located near the intersection of 441 and Princeton Street. (The specific space for GPN meetings is called the Dr. P. Phillips Community Meeting Room and is located on the facility's main / first floor.)

The meetings occur on the **fourth Wednesday of each month.**

The upcoming fiscal year (July 1-June 30) meeting dates include:

- **July 22, 2009**
- **August 26, 2009 (Ted Crowell Room)**
- **September 23, 2009**
- **October 28, 2009**
- **November 25, 2009 (Tentative)**
- **December 16, 2009 (Tentative)**

### Editor's Corner

Please forward articles or news items for publication in the next issue to Shannon Callahan at [callahas@osceola.k12.fl.us](mailto:callahas@osceola.k12.fl.us) no later than **August 10, 2009.**

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

**Shannon Callahan, Editor**  
**GPN Network News**

