

THE RJS INSTITUTE OF RESOURCE DEVELOPMENT

UPCOMING SEMINARS

RJS's Grant Management Institute

Dates: June 1-2, 2015
Location: Billings, MT
Hotel: Hilton Garden Inn
Hotel Phone: (406) 655-8800

and / or

RJS's The Art of Grantsmanship

Dates: June 3-5, 2015
Location: Billings, MT
Hotel: Hilton Garden Inn
Hotel Phone: (406) 655-8800

To learn more about us and the
services we offer,
visit our website at
www.rjsandassociatesinc.com

RJS & Associates, Inc. | 435 Oats Road | Box Elder, MT 59521
406.395.4757 phone | 406.395.4759 fax | jimswan23@gmail.com



THE RJS INSTITUTE OF RESOURCE DEVELOPMENT

RJS SEMINAR OVERVIEW

RJS's Grant Management Institute

- ▶ Understand the basic components of the grant lifecycle
- ▶ Learn about the essential duties of a Grant Manager
- ▶ Learn how to ask your granting agency the right questions
- ▶ Learn inside tips that have made RJS clients successful grant managers, including proper and timely reporting and drawdowns in accordance with Federal Regulations.
- ▶ Obtain guidance on the OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Rewards

RJS's The Art of Grantsmanship

- ▶ Conduct comprehensive funding searches
- ▶ Develop effective programs
- ▶ Make budget forms simple
- ▶ Submit electronically with ease
- ▶ Know what to look for in funding solicitations

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The RJS Institute of Resource Development

Participant Registration Form

Full Name: _____ (First name for badge) _____

Tribe or Organization: _____

Preferred Mailing Address: _____

City: _____ State/Province: _____ Zip/Postal Code: _____

Telephone: (_____) _____ Fax: (_____) _____

Email: _____

Training Location: Hilton Garden Inn | 2465 Grant Road | Billings, MT | 1-406-655-8800

Participant Registration Fee :

Grant Management	June 1-2, 2015	\$395.00
Grantsmanship	June 3-5, 2015	\$595.00
Both	June 1-5, 2015	\$850.00

Payment Method: Check or Money Order must be in U.S. funds payable to: RJS & Associates, Inc.
Registration confirmation/receipt and further information will be emailed.

Please check appropriate box: Check Money Order

Send Payment To:

RJS & Associates, Inc.
435 Oats Road
Box Elder, MT 59521
www.rjsandassociatesinc.com

The RJS Institute of Resource Development Payment Confirmation

Location: Hilton Garden Inn | 2465 Grant Road | Billings, MT

Dates: June 1-2, 2015 (Grant Management) June 3-5 (Grantsmanship) June 1-5 (Both)

Participant's Name: _____ Date: _____

Check Money Order Total: _____

RJS Staff Signature: _____

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