



Four Rivers Mini-Grant Workshop

Including: Best Practices for Managing and Tracking Your Grants

Join the Four Rivers Heritage Area for this **FREE** workshop to learn all about our Mini-Grant Process! (Also **HIGHLY** recommended for anyone who is administering a grant in progress!)



****MANDATORY for Fall 2016
Mini-Grant Applicants****

(Application deadline: Friday, October 9)

Led by: **Carol Benson, Four Rivers Executive Director**

You will learn:

- Key Elements We Look For
 - Crucial Grant Agreement Details
 - How to Keep Grant Project Records
 - How to Close the Grant
- Who Should Attend: Anyone interested in applying for a Four Rivers Mini-Grant, and all others interested in Grant Management Best Practices
 - When: **Wednesday, September 21, 2016, 2:30 p.m.**
 - Where: Wiley H. Bates Legacy Center, 1101 Smithville Street, in Annapolis (FREE parking on street in front and in the lot at the back of the complex)

Please Note: If you do not attend this workshop but plan to apply for the Fall Mini-Grant Opportunity, you **MUST contact the office to set up a one-on-one meeting!**

To register: please call our office at 410-222-1805 or send an e-mail to: heritage_area@aacounty.org to reserve your space!