



## 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!**

**\*\*MANDATORY for Fall 2015  
Mini-Grant Applicants\*\***

(Application deadline: Friday, October 9)



(...and **HIGHLY** recommended for anyone who is administering a  
grant in progress!)

**Speakers: Carol Benson, Four Rivers Executive Director,**  
**and Linda Walsh, Accountant and Quickbooks ProAdvisor**  
**(Walsh and Associates)**

**You will learn:**

- **Key Application Pointers**
- **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 23, 2015, 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](mailto:heritage_area@aacounty.org) to reserve your space!**