



PRE-CONFERENCE PROGRAMS

CONFERENCE-WITHIN-A-CONFERENCE

Tuesday, January 26

A separate registration fee of \$75 per class (early-bird rate) applies. The fee includes a meal and all workshop materials.

Secrets of Successful Grant Writing (Part I)

9 a.m. to Noon (includes breakfast)

Who has the money? What is the funding priority? How do political connections impact the decision-making process for grant awards?

Dr. Beverly Browning will lead participants through a live Internet funding search exercise demonstrating how to find grant monies in changing times. Review the federal funding revenue streams for general and American Reinvestment and Recovery Act (ARRA) notices of funding opportunities. As a long-time advocate and grant writer for Michigan townships, Browning will show participants how to think creatively, track funding trends, find pass-through funding opportunities, identify matching funds, and leverage township and partnership resources to go after the illusive shrinking federal dollar.

Takeaway knowledge:

- funding sources for township projects
- tracking ARRA to Michigan and getting your share
- finding general funding that is available year after year
- realizing that Congress is your pathway to finding and securing federal funds

“The educational classes are the best! It’s information that is hard to get anywhere else—and it’s presented in a compact format. The handouts are very useful.”

Secrets of Successful Grant Writing (Part II)

1 to 4 p.m. (includes lunch)

What do we have to write to get the money?

This dynamic session will help you gain insight into effective writing techniques. Browning will coach participants through rigorous grant application narrative writing exercises to fine-tune your federal grant writing skills. A combination of humor, knowledge, wisdom, intuition and coaching skills help even the shyest competitive grant writer come up with *Perfect Phrases for Writing Grant Proposals!* Adding to the fun, some practical door prizes will be distributed at the end of the session.

Takeaway knowledge:

- understanding technical and peer review writing requirements
- knowing the winning formula for how much to write for each section of the grant application narrative
- moving from a mundane, low-performing grant seeker to an award-winning grant-writing machine



About the Speaker

Dr. Beverly A. Browning, Founder & Director, Grant Writing Training Foundation, Phoenix, Arizona

Browning has been a presenter, consultant and author on the topic of grant writing for 35 years. She has assisted government officials and workshop participants in receiving grants totaling more than \$200 million. Browning has also authored dozens of grants-related publications, including Grant Writing for Dummies and Perfect Phrases for Writing Grant Proposals. Discounted copies will be available for sale during the event.

Turn to page 12 for the registration form. Participants should go directly to Grand Gallery Room D in DeVos Place to check in, beginning at 8:15 a.m. for the full-day or morning session, or 12:15 p.m. for the afternoon-only session.

CONFERENCE REGISTRATION FORM

1 Registrant Information (Please photocopy this form to register additional attendees.)

LAST NAME	FIRST NAME
TITLE	NICKNAME FOR BADGE
TOWNSHIP	COUNTY
MAILING ADDRESS	
CITY/STATE/ZIP	
DAYTIME PHONE	FAX
E-MAIL	SPECIAL NEEDS (DIETARY, ACCESSIBILITY, OTHER)

CHECK HERE IF THIS IS YOUR FIRST MTA ANNUAL CONFERENCE & EXPO.



2 Registration Fees

**REGISTER EARLY
SAVE UP TO \$75**

	By Dec. 16*	After Dec. 16*	After Jan. 12*
<input type="checkbox"/> Main Conference (Jan. 27-29)	\$235	\$260	\$310
<input type="checkbox"/> Pre-Conference Programs (Tuesday, Jan. 26, priced per half-day session) Select session(s) below: <input type="checkbox"/> Grants, Part I (AM) <input type="checkbox"/> Grants, Part II (PM) <input type="checkbox"/> TGA B-101 (AM) <input type="checkbox"/> TGA F-105 (PM)	\$75 each	\$85 each	\$100 each
<input type="checkbox"/> Pre-Conference Program: Assessors Renewal (Tuesday, Jan. 26)	\$125	\$135	\$150
<input type="checkbox"/> One Day Only (Wednesday, Jan. 27)	\$145	\$170	\$220
<input type="checkbox"/> One Day Only (Thursday, Jan. 28)	\$180	\$205	\$255
<input type="checkbox"/> Annual Meeting Only (Friday, Jan. 29)	\$0	\$0	\$0
<input type="checkbox"/> Main Conference—Guest rate (Jan. 27-29) Name of guest _____	\$110	\$135	\$185

*Rates shown are for member registrations postmarked or faxed by cut-off date. Non-members, add \$85 to main Conference rate, \$50 to single-day rates, \$30 to each pre-Conference session rate. Note that attendees/guests must be registered to attend tours and use MTA shuttles. Guests may not attend workshops.

3 Optional Events (indicate number of tickets desired for each; see page 14 for details)

Tuesday, Jan. 26 ____ <i>Cirque Dreams Illumination</i> at DeVos Performance Hall (\$43)	Wednesday, Jan. 27 ____ An Afternoon at Frederik Meijer Gardens (\$35) ____ A Culinary Delight (\$25)	Thursday, Jan. 28 ____ All-Day Shopping Spree at RiverTown Crossings Mall (\$15) ____ Extra Networking Dinner Ticket* (\$60) <small>(Main-Conf., Thursday & guest registrations include one ticket.)</small>
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*Entrée: Plated duo of bistro steak and cider-marinated chicken. Individuals with special dietary needs (i.e., vegetarian, vegan, allergies, etc.) should notify Kristin at (517) 321-6467, ext. 230, or e-mail kristin@michigantownships.org at least three weeks prior to the Conference.

4 Payment (Note: Registrations will not be processed without payment.)

Total of sections 2 & 3: \$ _____

Check or money order enclosed; check # _____ OR Charge to: MasterCard VISA
(Make checks payable to MTA.)

Card Number _____ Expiration Date _____

Print Card Holder's Name _____ Signature _____

Three Ways to Register:

Online: www.michigantownships.org
Fax: (517) 321-8908
Mail: MTA, P.O. Box 80078
Lansing, MI 48908-0078

General questions about the Conference can be directed to the MTA Education Center at (517) 321-6467.

For hotel reservations, use form on page 11.

Confirmation & Credentials

A confirmation letter, along with your name badge and credentials, will be sent in advance of the Conference if you are registered by Jan. 4, 2010. Please bring these materials with you to the Conference; the bar code on your credentials will facilitate check-in at the MTA Registration Center. If you do not receive your materials by Jan. 14, contact Angie at (517) 321-6467.

Although you receive your credentials in advance, all attendees and guests must still check in at the MTA Registration Center, located outside Exhibit Hall C at DeVos Place to receive a program, bag and other materials.

The MTA Registration Center will be open: Tuesday—11:30 a.m. to 6 p.m.
Wednesday—7:15 a.m. to 4:30 p.m.
Thursday—7:15 a.m. to 1:30 p.m.

NOTE: Attendees registering after Jan. 4 will not receive credentials in the mail and must visit the MTA Registration Center to receive credentials and other materials on-site.