Do Good. Better.
Forefront offers affordable, accessible, comprehensive trainings that help social impact organizations work at their fullest capacities and create positive change in communities throughout Illinois.

Forefront has developed classes and educational workshops that prepare you and your team for the joys and challenges of doing good. And what you learn from our expert faculty (and your peers!) will help you do it better.

Forefront programs strive to reflect the following principles, which we believe are foundational to the success of the social impact sector:

» Leadership is an activity, not a position
» Cultural responsiveness and inclusivity contribute to higher impact
» Healthy partnerships contribute to increased sustainability
» Budgeting, fundraising, and funding practices must reflect the full cost of doing business

Join Us. Do Good. Better.

Organizational Assessments
Not sure where to start? Forefront and the Impact Capacity Assessment Tool can help you identify what’s holding your organization back and make a plan to go from good to great.

The Impact Capacity Assessment Tool (iCAT) is an assessment and planning tool that helps your nonprofit better understand its organizational capacity based on direct input from those who know you best – your team and key stakeholders. Through an online survey, the iCAT collects anonymous input from your staff and board members on six research-based organizational capacities: Leading, Learning, Resource Generating, Planning, Managing, and Overseeing.

The iCAT converts the anonymous input into an online report summarizing your organizational strengths and challenges. The report also prioritizes a list of custom recommendations based on your organizational capacity stage and provides a plan to support your organization’s ongoing improvement.

Forefront Operating Nonprofit Members can take the iCAT free once a year as a benefit of Membership. Forefront staff will guide you through administering the iCAT, interpreting the results, and planning for improvement.

For more information about using the iCAT for your organization or to provide access to your grantees who are not currently Forefront Members, contact Lisa May Simpson at lsimpson@myforefront.org.

Custom Trainings
Want to bring Forefront’s trainings to your team? Our workshops can be delivered to your staff, board, grantees, or other stakeholders at your location.

Forefront offers onsite trainings for groups of 10 or more learners. Choose one or more of the workshops listed in this brochure or contact us to discuss trainings customized to meet your specific needs.

We also specialize in designing developmentally sequenced workshop series for cohorts of individuals or organizations. Working and learning as a cohort provides a unique opportunity for participants to build tools, skills, and peer-to-peer connections that will strengthen the communities and organizations they serve.

To learn more about options and pricing, contact Sarah Tapscott at stapscott@myforefront.org or 217-572-186
Peer Networks

Forefront’s Peer Networks provide another great way to learn and network with colleagues. Groups sponsor lively discussions, develop educational programs, and create collaborative efforts to address relevant issues. Existing peer networks are available for Executive Directors, fundraisers and program staff. For more information about our Peer Networks contact Sarah Tapscott at stapscott@myforefront.org.

Membership

When you become a Forefront Member, you receive quality professional development and skills training, the latest research, access to valuable networks, and so much more. And you become part of a powerful movement of over 1,000 grantmakers, nonprofits, advisors, social entrepreneurs, and allies — all working together to help create a civil society and thriving economy across the state of Illinois. Operating nonprofits in Central Illinois receive 50% discount on Forefront Membership. See our Membership application in the back.

Membership benefits include:

» Up to 40% discount on all Forefront workshops and events
» Prospect research and reference support our librarians. Sample requests include prospect research on foundations and individuals; samples and templates of requests for proposals, grant applications, and budgets; salary surveys; and job descriptions.
» Access to Forefront’s on demand library of recorded webinars
» Opportunities to participate in Member Networks on specific issue areas
» Advocacy on issues that directly affect you and your stakeholders
» Exclusive invitations to meet with thought leaders, innovators, and others in and out of the sector
» Discounts on services from The Back Office Cooperative, Verified Volunteers, North Park University’s Axelson Center for Nonprofit Management programs, and Association of Consultants to Nonprofits membership

Ready to join?
Visit MyForefront.org/Join for more information.

Who We Are

Forefront builds a vibrant social impact sector for all the people of Illinois.

Forefront is Illinois’ statewide membership association for nonprofits, grantmakers, public agencies, advisors, and our allies. We provide education, advocacy, thought leadership, and facilitate collective action around issues that are important to our Members and to the sector.

Forefront’s 1,100 members encompass an intersectional and dynamic group. Our Nonprofit Members work across 26 different issues areas across the state. Our Grantmaking Members include private and independent foundations, public charities, corporations, donor-advised funds, charitable trusts, and individual philanthropists. Our Advisor Members include consultants, attorneys, investment managers, and other professional advisors to grantmakers and nonprofits. We also actively engage social entrepreneurs, impact investor, and B-Corporations to spur innovation in the sector.

Learn more about Forefront and how to become part of our community at MyForefront.org/Join.
**CHAMPAIGN**

**COMMUNICATIONS**

**Marketing Services on a Small Budget**
Nonprofits are hit with the biggest digital marketing challenge of all: having no money. To operate, thrive, and raise awareness for their cause without spending a substantial amount of money can seem impossible in a world of bigger, louder, and more financially-equipped online advertisers. In this session you will discover resources, tools, and tips to marketing your services on a budget.

**Date:** September 5, 2018  
**Time:** 9:30am – 11:30am  
**Where:** Champaign Public Library, 200 W. Green Street  
**Cost:** $25 / $15 for Members

**HUMAN RESOURCE MANAGEMENT**

**Integrating HR in Your Strategic Planning**
Planning your mission-driven strategy is built on the foundation of bringing the best talent into the organization. The people who invest their talents for overall success work for nonprofits because they believe in the mission and goals of the nonprofit. This workshop will give you tools to strategically drive your workforce planning and organizational culture from transactional to transformational and use business tools like process improvement and HR metrics to make decisions.

**Date:** October 17, 2018  
**Time:** 9:30am – 12:30pm  
**Where:** Champaign Public Library, 200 W. Green Street  
**Cost:** $25 / $15 for Members

**HR Employment Practices for Nonprofits**
Nonprofits must recruit and retain a workforce who believe in their core mission. Nonprofits also compete with profit-based companies for the same talent to execute their strategy and goals. This workshop will help you understand and plan your talent strategy, walk through the different types of employees nonprofits recruit and retain, determine compensation and benefit strategies, and determine when to hire independent contractors.

**Date:** November 7, 2018  
**Time:** 9:30am – 3:00pm  
**Where:** Champaign Public Library, 200 W. Green Street  
**Cost:** $25 / $15 for Members

**Mitigating Risk through HR Compliance**
This workshop will focus on federal and state laws and guidelines regarding payroll, equal employment opportunity, discrimination, harassment, and other professional guidelines in the workplace.

**Date:** December 13, 2018  
**Time:** 10:00am – 12:00pm  
**Where:** Champaign Public Library, 200 W. Green Street  
**Cost:** $25 / $15 for Members

**Evaluating Your Strategy through Organizational Effectiveness & Performance**
Transforming your organization for success is derived from how well the organization meets its mission and goals. From people to processes, this workshop will provide tools to evaluate the effectiveness of your organization by reviewing a combination of your culture, people, and strategic goals.

**Date:** January 10, 2019  
**Time:** 1:00pm – 4:00pm  
**Where:** Champaign Public Library, 200 W. Green Street  
**Cost:** $25 / $15 for Members
LEADERSHIP

Organizational Change - Different Than Our Traditional Deficit-Based Approach

This series will introduce you to the power of Appreciative Inquiry to help enhance your leadership skills. This positive-strengths approach will be offered in two 3-hour sessions with some “homework” in between to practice skills. The skills you will learn are vital to help an organization excel, innovate, and embrace change with creative confidence.

Session 1
Date: February 13, 2019
Time: 1:00pm – 4:00pm
Where: Champaign Public Library, 200 W. Green Street

Session 2
Date: February 27, 2019
Time: 1:00pm – 4:00pm
Where: Champaign Public Library, 200 W. Green Street
Cost: $50 / $30 for Members

This is a 2-day series and attendance is required for both sessions.

Did you know that 81% of all charitable donations come from individuals? If you’re not actively cultivating individual donors, you’re missing out on one of the best ways to ensure that your fundraising is successful and sustainable.

One way to attract new donors is by participating in #ILGive, Forefront’s 24-hour online fundraising events which empowers individuals to create change in their communities by supporting local nonprofits. #ILGive is an opportunity to raise critical funds for your organization, increase awareness of your cause, bring new donors into your donor file, and expose a new audience to your mission. #ILGive for #GivingTuesday happens November 27, 2018 and #ILGiveCommunity will take place in May 2019.

Learn more and register for free at ILGive.com.
FUNDRAISING

Writing the Perfect Donor Solicitation Letter
Come with drafts of previous solicitation letters and a client story you want to share. Leave with a strong donation request drafted and a plan for sharing it with potential donors to raise funds for your nonprofit! Along with a drafted solicitation letter, attendees will develop fundraising messaging plans.

Date: October 2, 2018
Time: 9:00am – 12:00pm
Where: Community Foundation of Macon Co.
125 N. Water Street (3rd Floor)
Cost: $25 / $15 for Members

Effective Donor Messaging
Bring your marketing materials and your ideas, and leave with a plan of attack to disperse high-interest messages about your nonprofit efficiently and effectively. In this workshop you’ll get resources to design better flyers, and blog and social media content. You’ll leave with a three month messaging plan and the tools to make it work.

Date: November 13, 2018
Time: 9:00am – 12:00pm
Where: Community Foundation of Macon Co.
125 N. Water Street (3rd Floor)
Cost: $25 / $15 for Members

COMMUNICATIONS

DIY Website
Do you need a new or updated website for your agency? At this workshop we’ll give you all of the tools you need to design your own website and spend time drafting fresh, engaging copy for your website.

Date: January 15, 2019
Time: 9:00am – 12:00pm
Where: Community Foundation of Macon Co.
125 N. Water Street (3rd Floor)
Cost: $25 / $15 for Members

LEADERSHIP

8 Steps to Change Management
Change is the one constant in life, and understanding how to lead effectively through change is imperative for your organization. Participants will delve into:

» Models of change leadership
» Influence v. authority
» Understanding the underlying fear of change
» Eight steps to effectively implementing change

Time at the end of the presentation will be given to help participants set up a change management plan for their organization.

Date: February 20, 2019
Time: 1:00pm – 3:00pm
Where: Community Foundation of Macon Co.
125 N. Water Street (3rd Floor)
Cost: $25 / $15 for Members

Organizational Change - Different Than Our Traditional Deficit-Based Approach
This series will introduce you to the power of Appreciative Inquiry to help enhance your leadership skills.

This positive-strengths approach will be offered in two 3-hour sessions with some “homework” in between to practice skills. The skills you will learn are vital to help an organization excel, innovate, and embrace change with creative confidence.

Session 1
Date: April 10, 2019
Time: 1:00pm – 4:00pm
Where: Community Foundation of Macon Co.
125 N. Water Street (3rd Floor)

Session 2
Date: April 24, 2019
Time: 1:00pm – 4:00pm
Where: Community Foundation of Macon Co.
125 N. Water Street (3rd Floor)
Cost: $50 / $30 for Members

This is a 2-day series and attendance is required for both sessions.
How to Build the Best Board

Annual board elections are just around the corner and you are scrambling to fill slots. Sometimes this last-minute lack of planning results in choosing less-than-ideal board replacements. The most effective boards—those whose members are deeply committed to the organization’s mission, who bring expertise in key areas, and who represent diverse points of view—evolve over time through careful planning. This session will take you through Board Source’s Nine Steps to Build a Better Board:

» Identify the needs of the board—what skills, connections etc. do you look for?
» Cultivate potential new board members
» Most effective ways to recruit prospects
» Orient, involve, educate and evaluate board members
» Most successful rotation schedules for Nonprofits

Date: September 20, 2018
Time: 1:00pm – 3:00pm
Where: Dieterich Bank Corporation Center
300 Sur Woods Drive
Cost: $25 / $15 for Members

Working Effectively with Your Boards

No single relationship in an organization is as important as that between the Board and the Executive Director. An effective and productive relationship is contingent upon each having a clear understanding of their roles and responsibilities. In this training, the following topics will be discussed:

» Identifying potential board members
» Identifying a job description and role responsibilities for new board members
» Differentiating the role of the Executive Director from the role of the Board
» Planning board meetings that rock
» Implementing board committees to further engage board members
» Enhancing the relationship between the Executive Director and the Board
» Dealing with difficult board members

Date: October 16, 2018
Time: 10:00am – 12:00pm
Where: Dieterich Bank Corporation Center
300 Sur Woods Drive
Cost: $25 / $15 for Members

Board 101: What’s Being on a Board All About?

Serving on a nonprofit board can be very fulfilling, and stellar board members are in high demand. This training will prepare you to take on the challenge of effectively serving on a board and making a difference.

Date: December 5, 2018
Time: 11:00am – 1:00pm
Where: Dieterich Bank Corporation Center
300 Sur Woods Drive
Cost: $25

Date: April 23, 2019
Time: 4:00pm – 6:00pm
Where: Roy Schmidt Honda
1705 W Fayette Ave
Cost: $25 / $15 for Members
LEADERSHIP

Working Effectively with Your Staff
You are hired to be the Executive Director of your organization and are excited about the job! One of your new responsibilities is the supervision of the organization’s support staff. Now what? This session is designed for Executive Directors who have minimal experience working with staff AND for those who are pros but who are looking for new supervisory ideas. The training session will cover:

» Finding and hiring staff (developing job descriptions, interviewing, choosing the candidate, and making the offer)
» Managing day-to-day operations (manager/employee relationships, performance appraisals, progressive discipline, employee resignations/terminations)
» Developing personnel policies and procedures (work schedule, compensation, benefits, conduct)
» Promoting a positive workplace culture (environment, communication, conflict resolution)
» Working with staff during a crisis situation

Date: November 15, 2018
Time: 10:00am – 12:00pm
Where: Roy Schmidt Honda
1705 W Fayette Ave Cost: $25 / $15 for Members

STRATEGIC PLANNING

How to Facilitate Your Own 4-Hour Strategic Planning Session
You are looking for direction from your board, but they are busy folks and can only give you a minimal amount of their time. How can you guide them through a mini-strategic planning session that is painless but fruitful? Come to this session and learn how to get the input and feedback you need to successfully guide your nonprofits to new heights.

You will receive examples of:
» On-line pre-strategic planning survey
» Strategic planning agenda
» Visioning exercises
» Steps to freshening your mission, vision and values
» A process to clarify what matters most
» An action plan template (in Excel) that can be used in monthly board meetings

This will be a very fun, interactive, and hands-on course. Questions, examples, and group discussions will be an integral part of learning.

Date: January 31, 2019
Time: 1:00pm – 3:00pm
Where: Roy Schmidt Honda
1705 W Fayette Ave Cost: $25 / $15 for Members

FUNDRAISING

Raising Money for Your Organization: Fundraising Fundamentals
Your Board has asked you to spend more of your time raising money for the organization. Where do you begin? This session will cover the basics of raising money and provide basic tips on how you can maximize your efforts. Topics will include:

» Developing gift acceptance policies
» Reviewing the importance of using a consistent message during your friend raising efforts
» Crafting an effective year-end appeal message
» Identifying and approaching donors for a major gift
» Clarifying the role of special events and corporate gifts in your overall fundraising program
» Recognizing your donors
» Establishing a robust donor stewardship program

Date: March 28, 2019
Time: 10:00am – 12:00pm
Where: Roy Schmidt Honda
1705 W Fayette Ave Cost: $25 / $15 for Members

Don’t Forget to Ask: The Importance of Asking Donors for Money
An Executive Director has a delightful visit with a donor. Many of the ways that the donor’s gift makes a difference in the lives of the organization’s constituents are shared. The donor expresses how important the organization is to the community. Both feel positive about the conversation. The Executive Director stands up and shakes the donor’s hand, says thank you, and walks out the door. What is wrong with this picture? The Executive Director did not ask for a gift! A prime opportunity was lost. Don’t let this be you. Make sure you make the ask. This session will give you all the tools to make that happen. Topics to be discussed will include:

» Questions to ask before approaching a prospective donor
» Developing collateral materials
» Identifying who will be involved in the ask
» Developing a solicitation proposal/script
» Rehearsing and role-playing in preparation
» Handling responses to the gift request
» Closing the solicitation meeting
» Following up with the prospective donor

Date: May 7, 2019
Time: 10:00am – 12:00pm
Where: Dieterich Bank Corporation Center
300 Sur Woods Drive
Cost: $25 / $15 for Members
FUNDRAISING

#ILGive, You Give, We All Give! Forefront’s #ILGive for Giving Tuesday

Could your organization use another $5,000 for programming? Connect with new donors! #ILGive had more than 6,000 first time donors engage in 2017. Learn everything you need to know about #ILGive, including how to register your organization for the big event and the features available to make your organization as successful as possible. We’ll conclude by answering any of your #ILGive questions and highlighting the resources available to make getting ready for #ILGive a breeze!

Date: October 9, 2018
Time: 11:30am – 1:00pm
Where: TBD
Cost: $25 / $15 for Members

COMMUNICATIONS

Telling Your Story

The session will feature processes for collecting stories from clients and constituents, the importance of visual imagery, how to incorporate stories into your brand, and deciding what media to use to tell your stories. Good storytelling is a key component to successful marketing, and this session will give you the tools to help you tell yours.

Date: December 11, 2018
Time: 11:30am – 1:00pm
Where: TBD
Cost: $25 / $15 for Members

LEADERSHIP

Forefront’s signature leadership program is rooted in the belief that leadership is an activity, not a position. We believe anyone can lead, anytime, anywhere. We also believe that it is necessary for more of us to lead more often if we are to make progress on the big challenges we face in our communities and in our work. These workshops will help you learn and practice a set of skills to transform the way you lead.

Lead Right Now

Doing what you’ve always done will get you the same results you’ve always gotten. If you’re ready to make more progress on the things you care about, join us for this series based on the principles and practices of adaptive leadership developed at the Harvard Kennedy School of Government and the Kansas Leadership Center.

By engaging with your own, real-life leadership challenges, participants gain an understanding of the principles and competencies of adaptive leadership, including:

« The distinction between leadership and authority and when each is necessary
« The distinction between technical and adaptive challenges and what is required to address them
« How to diagnose a situation
« How to manage yourself to lead more effectively
« How to energize and mobilize people to make progress on tough challenges

This series is ideal for nonprofit and grantmaking professionals, from entry-level staff to CEOs, who care about making progress on a big challenge in their work and/or community.

Date: March 18 & 19, 2019
Time: 9:00am – 4:00pm
Where: TBD
Cost: $75 / $45 for Members
This is a 2-day series and attendance is required for both days.

Here’s what former participants had to say about Lead Right Now:

“Register for this series if you’d like an unbiased thought partner to talk about a leadership challenge that you are experiencing on your team. It will give you the space to apply the skills learned directly to a real-life situation.”
– Program Manager, budget over $8 million

“This is a great course for anyone (even if you’re not in a formal leadership position in your job) to learn about new ways of thinking about leadership and a great networking opportunity to meet other nonprofit professionals grappling with similar issues. The facilitator was thoughtful, informed, and very supportive through the series.”
– Executive Director, budget under $1 million

“I would absolutely recommend it! It forced me to reflect on my strengths and areas of growth as a leader and helped connect me to my work.”
– Board member, budget under $100,000
LEADERSHIP

Personal Brand
Personal branding is an ongoing process of establishing your image and the impression you leave in the mind of others. We all have personal brands, whether we’re aware of them or not. What we should be striving for is more powerful, attractive and visible personal brands. At this workshop, participants will learn how to articulate, monitor, and evolve their personal brands.

Date: September 25, 2018
Time: 10:00am – 12:00pm
Where: John Wood Community College
Cost: $25 / $15 for Members

BOARD DEVELOPMENT AND GOVERNANCE

Recruiting and Retaining Effective Board Members
Your organization’s success relies in great part on the effectiveness of your board. At this workshop, participants will learn how to build a customized board matrix to ensure their boards have the right mix of board member skill, experience, and expertise. This workshop will cover important topics such as board diversity and the importance of representing the individuals your organization serves; officer and committee chair succession; orientation; and recruitment and retention strategies.

Date: October 18, 2018
Time: 1:00pm – 3:00pm
Where: John Wood Community College
Cost: $25 / $15 for Members

Board Members as Ambassadors
Learn how to advocate for your organization by better understanding its mission, work, clients, community partners, and budget. During this workshop, you’ll think strategically about community partnerships, and explore how even the most introverted board member can play a role in fundraising without making an ask.

Date: February 5, 2019
Time: 11:00am – 1:00pm
Where: John Wood Community College
Cost: $25 / $15 for Members

LEADERSHIP

Making Meetings Work: How to Hold Effective and Efficient Meetings
Hold meetings that result in new ideas, consensus, and action. Improve your facilitation skills, learn how to engage all participants, and implement meetings that accomplish objectives and leave participants energized. Consider how group dynamics affect board behavior and impact effectiveness. Learn how to incorporate elements of compression planning into your meetings so all voices and ideas are heard.

Date: November 29, 2018
Time: 10:00am – 12:00pm
Where: John Wood Community College
Cost: $25 / $15 for Members

VOLUNTEER MANAGEMENT

The Joy of Volunteerism
Dr. Linda K. Moore, a native of Quincy, will provide us with her tips and tricks on how to connect, manage, motivate, and retain volunteers by sharing her firsthand experiences as both a volunteer and a volunteer manager at the V Foundation for Cancer Research and the fundraising committee to build Legends Stadium at Quincy University.

Date: April 9, 2019
Time: 10:00am – 12:00pm
Where: John Wood Community College
Cost: $25 / $15 for Members
Understanding Governance
There is a fine line between leading and governing. This line, which can be crossed accidentally or overtly, must be clearly defined and understood. During this session, we’ll address the questions of understanding governance, how to position yourself from a place of governance, learning the right questions, using parliamentary procedure to move along meeting, and when to insert yourself into the discussion.

Date: September 26, 2018
Time: 11:00am – 1:00pm
Where: Forefront
15 S. Old Capitol Plaza, Second Floor
(Inside Innovate Springfield)
Cost: $25 / $15 for Members

Recruiting the Perfect Board Member
Recruiting new board members can be a difficult task. How do you identify potential members, reach out and engage those potential board members, and convince those individuals to join? This training will cover processes and policies that establish criteria for potential members, with a focus on connectedness and commitment.

Date: November 27, 2018
Time: 9:00am – 11:00am
Where: Forefront
15 S. Old Capitol Plaza, Second Floor
(Inside Innovate Springfield)
Cost: $25 / $15 for Members

Onboarding New Board Members
This workshop will dive into the practices needed to integrate the new board member in engaged board service. We’ll go beyond a binder of policies and procedures. Together, we’ll explore:

» Pairing the new board member with a seasoned member
» Necessary materials and documents
» Orientation session structure
» Timeframes
» Board culture
» Mission connections

Date: December 12, 2018
Time: 11:00am – 1:00pm
Where: Forefront
15 S. Old Capitol Plaza, Second Floor
(Inside Innovate Springfield)
Cost: $25 / $15 for Members

Board Culture and the Culture of the Organization
Excellence springs from the board. For your organization to thrive, the board must commit to thoughtful decision making that is mission driven and connected to the organization’s purpose, values, strategic planning, and outcomes. This session will work though the importance of establishing clear accountability and transparent approaches to board governance.

Date: March 19, 2019
Time: 11:00am – 1:00pm
Where: Forefront
15 S. Old Capitol Plaza, Second Floor
(Inside Innovate Springfield)
Cost: $25 / $15 for Members

Board Member 101: New or Aspiring Board Members
Unlock the boardroom door and consider your capabilities, character, and willingness to serve on a board of directors. This introductory course on board service is perfect for new board members who have just joined a nonprofit board, or for those individuals within the community who are considering joining a board.

Date: April 30, 2019
Time: 4:00pm – 6:00pm
Where: Forefront
15 S. Old Capitol Plaza, Second Floor
(Inside Innovate Springfield)
Cost: $25

Executive Director and the Board Chair - Establishing and Navigating the Relationship
The relationship between the executive director and board chair is essential to organizational success. During this workshop, we’ll explore this important relationship with a focus on areas of collaboration and separation, all wrapped in the understanding of mutual expectations.

Date: May 29, 2019
Time: 11:00am – 1:00pm
Where: Forefront
15 S. Old Capitol Plaza, Second Floor
(Inside Innovate Springfield)
Cost: $25 / $15 for Members
LEADERSHIP

Organizational Change - Different Than Our Traditional Deficit-Based Approach

This series will introduce you to the power of Appreciative Inquiry to help enhance your leadership skills.

This positive-strengths approach will be offered in two 3-hour sessions with some “homework” in between to practice skills. The skills you will learn are vital to help an organization to excel, innovate, and embrace change with creative confidence.

Session 1
Date: January 9, 2019
Time: 9:00am – 12:00pm
Where: Forefront
15 S. Old Capitol Plaza, Second Floor
(Inside Innovate Springfield)

Session 2
Date: January 23, 2019
Time: 9:00am – 12:00pm
Where: Forefront
15 S. Old Capitol Plaza, Second Floor
(Inside Innovate Springfield)

Cost: $50 / $30 for Members
This is a 2-day series and attendance is required for both sessions.

ADVOCACY

Benefiting from Government Grant Reforms

Good news came to nonprofits in December 2014, when the U.S. Office of Management and Budget (OMB) published Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Grants (Uniform Guidance). Governments are now required to reimburse nonprofits for reasonable indirect costs through negotiated indirect cost rate. If you need help understanding how to apply the federal cost principles to determining your indirect costs, join us for this training session.

Participants will learn:
» Which costs are considered direct and indirect under the Uniform Guidance
» How to allocate indirect costs
» The different methods that can be used to calculate your indirect cost rate
» How to apply the rate to your nonprofit’s expenses

This workshop is ideal for individuals who are responsible for financial management at nonprofits with government grants and contracts.

Date: October 25, 2018
Time: 9:00am – 4:00pm
Where: Scheels
3801 S. MacArthur Blvd.
Cost: $40 / $25 for Members

CIVIC ENGAGEMENT

BallotReady Training

Forefront is pleased to partner with BallotReady ahead of the Midterm elections, encouraging voters to make informed decisions at the polls, learn about the various candidates running for all levels of government and helping first time voters make a plan to vote.

Date: October 3, 2018
Time: 9:00am – 4:00pm
Where: Forefront
15 S. Old Capitol Plaza, Second Floor
(Inside Innovate Springfield)
Cost: Free

Note: There will be a virtual training held via webinar on October 18. Visit our website to register.

BLOOMINGTON

FALL STATEWIDE SUMMIT

Collaboration: Partnerships that Deliver Results

Every day, nonprofits across the sector are exploring new and creative ways of working together. Collaborative strategies are a powerful way for nonprofits to accelerate their impact, and nonprofit partnerships can help organizations expand their reach, deliver more effective programs, and advance their missions.

But effective collaboration and partnerships do not come easy. This session will highlight the benefits and challenges of various forms of collaboration, and share examples of each that will help to inform participants’ consideration of collaborative strategies for their own organizations. In addition to an overview of options nonprofits can consider for strategic restructuring, we will cover the process of assessment, negotiations, implementation, and integration.

Date: October 23, 2018
Time: 9:00am – 12:00pm (Networking breakfast at 8:30am)
Where: TBD
Cost: $40 / $25 for Members