

PROFESSIONAL EXPERIENCE

A diversified professional with established experience in the areas of:

GRANT WRITING ... DEVELOPMENT PLANS ... GRANT AUDITS ... STRATEGIC SPONSORSHIPS ... WORKSHOPS

INDUSTRIES OF INTEREST

- Grant Writing
- Event Planning & Sponsorships
- Teaching, Coaching

AREAS OF SKILL

- Project Management
- Client/Vendor Relations
- Relationship Building
- Staff Development/Training
- Budget Planning
- Contract Negotiations
- Writing, Research
- Event Logistics

TECHNICAL EXPERTISE

- Word, PowerPoint, Excel
- Adobe InDesign, Photoshop
- AutoCAD
- Raisers Edge

EDUCATION

UNIVERSITY OF SOUTH FLORIDA
BACHELOR OF ARTS IN THEATRE
BACHELOR OF ARTS IN JOURNALISM

MEMBERSHIPS

Grant Professionals Association
(Chapter Pres 2012;
Exec Cmte 2011- 2013)
Association of Fundraising
Professionals
(Chapter Pres 2017;
Board Member 2012-present)

CERTIFICATIONS

Grant Professional Certified, Grant
Professionals Certification Institute

Certified Fundraising Executive,
CFRE International

CIVIC/COMMUNITY

Actors' Theatre Columbus
Board Member 2019-present

Phoenix Rising Printmaking Cooperative
Board Member '09-2015

Volunteer: Juvenile Diabetes Research
Foundation, American Cancer Society,
Grant Pros Assn State conference

Workshops Taught:
Grant Writing (Red Cross, Americorps)
Logic Model (ServeOhio), etc.
Event Sponsorships (IUPUI)

CAREER HIGHLIGHTS

GRANT WRITING – Exhaustive researcher and persuasive writer with incisive interview skills and expertise in budgeting and proposal writing.

- New funding sources identified and secured for program, general and restricted operating support from foundations, corporate, federal, state and local government
- Grant Reviewer for Dept. of Education, 2011-present
- President, Grant Professionals Association, Central Ohio chapter, 2012.
- President, Association of Fundraising Professionals, Central Ohio chapter, 2017.
- GPC designation (Grant Professional Certified) awarded by the Grant Professionals Certification Institute, 2016. CFRE designation (Certified Fundraising Executive) awarded by CFRE International, 2019.

DEVELOPMENT PLANS AND GRANTS DEPARTMENT AUDITS – Experience with both start-up and established non-profits to create a right-sized plan to steer the course and establish buy-in agency-wide

- Created program for all-volunteer organization to assess and bolster their fundraising efforts, leading them to greater organizational success
- Conducted grants department audit for a \$42 million agency

WORKSHOPS – Ninety-minute, half-day, full-day workshops in Grant Writing Basics, Grant Readiness, Logic Model, Prospect Research, other topics. Taught to board, staff and/or volunteers, in one-on-one or group sessions.

- Presented at Grant Professionals Association National Conferences 2013, 2018.
- Presented to local Grant Professionals Association chapter 2019
- Experienced teaching Grant Writing Basics and the Logic Model for United Way, Red Cross, I Know I Can, Community Shares, OSU Non-Profit Immersion students, the Ed Council
- Strategic Non-Profits Event Sponsorships for IUPUI Event Management classes

STRATEGIC SPONSORSHIPS – Experienced in successfully identifying, cultivating, soliciting and stewarding cash, in-kind and media sponsors.

- Strategic cash and in-kind sponsorships lowered event costs, increasing yield
- Tie-ins with opinion leaders grow awareness and attendance
- German Village Oktoberfest Administrator 1989-'91

Recent projects:

- Created first-ever sponsorship levels for international arts festival
- Pinpointed cash & in-kind sponsors for international exposure and cross-promotion
- Utilized media sponsorships tactically to achieve greatest exposure and exponential viral buzz for highest possible event attendance and popularity

EMPLOYMENT HISTORY

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| • RAISING AWARENESS, RAISING FUNDS, LLC, COLUMBUS, OH | 2010-PRESENT |
| GRANT WRITING CONSULTANCY | |
| • COLUMBUS MUSEUM OF ART, COLUMBUS, OH | 2011-2016 |
| GRANT RESEARCHER, PROPOSAL REVIEWER/WRITER/EDITOR | |
| • LIMITED BRANDS, REYNOLDSBURG, OH | 2006 – 2009 |
| FIELD COMMUNICATIONS/WORKLOAD PLANNING | |
| • DETAILS! AND FLORABUNDA DESIGNS INC., COLUMBUS, OH | 2000 – 2006 |
| EVENT PRODUCER | |