



Rebecca Schueller Training & Consulting

www.bemidjiconsulting.com

**Nov.—Dec.
2026**

**Live, Zoom
Training**

■ 5 Sessions ■ 10 Hours ■ Fee: \$300 Early Bird

Grants Management Fundamentals You Got the Grant! Now What?

November 4, 11, 18, Dec. 2 & 9 (1:00 p.m. – 3:00 p.m.)



What You Need to Know:

- **Grant Lifecycle Phases**
- **Executing & Negotiating the Contract**
- **Grants Management Policies & Procedures**
- **Setting up the Central Grant File**
- **Managing Your Grant Budget**
- **Reporting and Compliance**
- **Roles & Training for Grant Managers**
- **Closing out the Grant**

Intended Audience

- **Nonprofits** ■ **Native Nations**
- **Local Governments** ■ **Schools**

Good Grants Management MATTERS

When you experience turnover, hire new staff, or face a loss of institutional knowledge, your organizations and tribes may become vulnerable to grant chaos or, even worse, grant losses.

Protect your programs and your reputation with funders. Ensure that your staff can:

- ▶ Implement your programs successfully
- ▶ Submit necessary budget revisions
- ▶ Conduct timely reporting and
- ▶ Follow appropriate financial management requirements

Don't agonize, organize! Save stress, chaos, and time by creating the conditions for clean site visits and audits. Build your bench! Institutionalize and spread this knowledge across departments and functional areas.

Please Note:

This training is not specific to a particular type of funder. It is generally applicable to a variety of public and private grants.

**"Having A Baby Is Like
Getting A Really Large
Multi-year Grant:
You're Like
'Yay, I Got The Grant!'
And Then You're Like,
'Damn, This Is
A Lot Of Work...'"**

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**Rebecca Schueller
Training & Consulting**

**Contact Becky:
Becky@bemidjiconsulting.com**

**Register & Pay Online:
www.bemidjiconsulting.com**

Custom training available



About Your Trainer, Rebecca (Becky) Schueller

Becky is a trainer, consultant, and management coach with 30 years of experience serving national, urban and rural nonprofits, native nations, counties, and schools. She was an Executive Director for a youth & family services agency for 16 years where she supervised clean annual audits as the agency's \$1 Million budget doubled and staff grew from 20+ to 40+ employees. Becky was the resource development lead at three organizations in Chicago and Minnesota for 25 years and is a former HUD Continuum of Care Coordinator. Her experience includes federal, state, foundation, and corporate grants and county contracts.

REGISTRATION DEADLINE: OCTOBER 26, 2026

Nov.-Dec. 2026 ■ 5 Sessions ■ 10 Hours ■ Fee: \$300 Early Bird

GRANTS MANAGEMENT FUNDAMENTALS You Got the Grant! Now What?

Wednesdays, Nov. 4, 11, 18, Dec. 2 & 9



SCAN ME

Register Online: Scan QR Code or visit www.bemidjiconsulting.com

Tip: Use a computer, not your phone!

Don't Miss the Zoom Link & Materials:

Add Becky@bemidjiconsulting.com to your email contacts. Participants will receive electronic copies of all session presentations, a resource packet, and an attendance certificate.

Payment:

Checks, Pay Pal, and ACH deposits accepted. Pay online with a credit card as a Pay Pal guest. Make checks payable to:

Rebecca Schueller Training & Consulting
P.O. Box 1513 | Bemidji, MN 56619

Send ACH form requests to:

Becky@bemidjiconsulting.com

Session Times by Zone:

2:00-4:00 pm – Eastern	1:00-pm-3:00 pm – Central
Noon-2:00 pm – Mountain	11:00 am-1:00 pm – Pacific
10:00 am-Noon – Alaska	8:00 am-10:00 am – Hawaii

Registration Deadline:

Register by **October 26th** for the Early Bird rate. Payment is due by **Nov. 2nd**.

Registration Fees:

Early Bird: \$300/registrant

After Oct. 26th: \$350/participant

Cancellation Policy:

All registrations are final. Substitute attendees accepted at any time. Please provide five days notice when possible. Due to small class size, there are no refunds for cancellations. For unavoidable cancellations, arrangements may be made to participate in a future training if available.

Zoom Food Etiquette:

We will span several time zones and you are welcome to snack or eat lunch during sessions.

Questions? Reach out to:

Becky@bemidjiconsulting.com

Please include full contact information.