



Rebecca Schueller Training & Consulting

www.bemidjiconsulting.com

**April-May
2026
Live, Zoom
Training**

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

Grants Management Fundamentals

You Got the Grant! Now What?

April 8, 15, 22, & May 6 & 13 (1:00 p.m. – 3:00 p.m.)



What You Need to Know:

- **Grant Lifecycle Phases**
- **Contract Execution & Negotiation**
- **Managing Your Grant Budget & Workplan**
- **Fraud Prevention Practices**
- **Grants Management Policies+**
- **Reporting and Compliance**
- **Funder Relationships**
- **Records Retention Guidelines**
- **Closing out the Grant & Audits**

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
- ▶ Follow appropriate financial management, asset protection & records retention requirements

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

Please Note:

While components of new Federal grant standards are covered, this training is applicable to many public & private grants.



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.

"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

EARLY REGISTRATION DEADLINE: MARCH 30, 2026

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GRANTS MANAGEMENT FUNDAMENTALS

You Got the Grant! Now What?

Wednesdays, April 8, 15, 22, & May 6 & 13

Session Times by Zone:

2:00-4:00 pm – Eastern

1:00-3:00 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

Register Online: www.bemidjiconsulting.com

Registration 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

Questions? Reach out to:

Becky@bemidjiconsulting.com

Please include full contact information.

Registration Deadline:

Register by **March 30th** for the Early Bird rate. Payment is due by **April 6th**.

Registration Fees:

Early Bird: \$300/registrant

After March 30: \$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, contact Becky to see if participation in a future training is possible (subject to session availability).

Zoom Food Etiquette:

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