

**Office of Community Capacity Building Training Center Schedule July 2006 – July 2007**

	July 2006	Aug. 2006	Sept. 2006	Oct. 2006	Nov. 2006	Jan. 2007	Feb. 2007	Mar. 2007	April 2007	May 2007	July 2007
<b>OPEN TO THE PUBLIC</b>			<b>GRANTWRITING AND MORE</b> Sept. 28 & 29 at The Virginia Housing Development Authority in Richmond, VA 8:30 am – 4:30 pm		<b>USING DATA TO TELL YOUR STORY</b> Nov. 29 1:30 – 5:00 p.m. at the Governor's Housing Conference in Norfolk, VA			<b>GETTING STARTED IN AFFORDABLE HOUSING DEVELOPMENT</b>  <b>FEDERAL HOME LOAN BANK HOW-TO-APPLY (TENT.)</b>	<b>CAPACITY BUILDING SYMPOSIUM</b>		

**Trainings Open to the Public**

**Grantwriting and More– September 28 & 29, 2006**  
**The Virginia Housing Development Authority, Richmond, VA**  
**8:30 a.m. – 4:30 p.m.**

In partnership with the Virginia Housing Development Authority, OCCB is hosting this two-day grantwriting workshop that is conducted by the U.S. Department of Housing and Urban Development's Center for Faith-Based and Community Initiatives. Faith-Based and community groups will have the opportunity to learn the organizational structure needed to secure government and private funding, what funders want, how to market your organization, how to prepare a grant budget, and how to develop outcomes and performance measurement. HUD's programs for faith-based and community organizations will be discussed as well. Space is limited and pre-registration is required. You may register on-line at [http://www.hud.gov/event\\_registration/index\\_2.cfm](http://www.hud.gov/event_registration/index_2.cfm), or contact Anne Davis at 1-800-842-2610, ext. 3741, or email [anne\\_davis@hud.gov](mailto:anne_davis@hud.gov)

**Using Data to Tell Your Story – November 29, 2006**  
**The Governor's Housing Conference, Norfolk, VA**

The purpose of this pre-conference session is to provide a comprehensive hands-on approach to gathering data relevant to community needs assessments, case statements for funding, and creating strategic plans. These data sources can assist organizations in telling their story to stakeholders and are critical for policy and planning, as well as operations and outreach.

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### **Getting Started on Affordable Housing Development – March, 2007**

#### **Location, date, and time to be determined**

This training is offered to board members and staff of non-profit organizations, local governments, and others involved in the development process. The course focuses on the basic elements of developing rental, homeownership, and special need housing, including assisted living. The course explores areas of finance and deal structuring. Participants will receive an extensive manual developed by the Virginia Department of Housing and Community Development and the Virginia Housing Development Authority.

### **How to Apply for Federal Home Loan Bank Programs – March, 2007**

#### **Location, date, and time to be determined**

Participating in this workshop will give first hand knowledge of how to do business with the Federal Home Loan Bank using FHLBAccess, the new e-business environment. FHLB members and their development partners will gain an understanding of the programs available to build strong communities, learn about the application process and deadlines, receive helpful insight in developing a productive partnership between community organizations and financial institutions and will learn about specific examples of how FHLB funds have been leveraged to reduce risk to the financial institution and provide the funding necessary to make projects work.

### **Capacity Building Symposium – April 2007**

#### **Location, date, and time to be determined**

Share in a day of networking, education and fun as you join other nonprofit leaders from around the state to discuss capacity building needs, resources and best practices. Breakout sessions will include topics such as: Partnering for Success, Financial Management, Public Relations and Marketing, Fund Development, Business Planning, Board Roles and Responsibilities, and Board and Executive Director Leadership.