



BY POPULAR DEMAND ARTS ORANGE COUNTY IS PLEASED TO ANNOUNCE THAT IT IS CO-SPONSORING A SECOND FREE WORKSHOP OFFERED BY



**Proposal Writing Basics for Arts Organizations and
How to Apply to the James Irvine Foundation's Creative Connections Fund**

Tuesday, February 2, 2010, 9 a.m. - 1 p.m.

South Coast Repertory, Costa Mesa

ADMISSION IS FREE (by advance reservation only)

(Mon., Feb. 1 Workshop is COMPLETELY FULL)

Learn valuable proposal writing skills and hear insider tips about applying to the James Irvine Foundation's Creative Connections Fund at this three-part program.

Thanks to sponsorship from the James Irvine Foundation, this program is offered FREE OF CHARGE, and all attendees will receive a free copy of *Grantseeker's Guide to Winning Proposals* and *The Foundation Center's Guide to Proposal Writing*.

Part One: Learn about the basics of writing a proposal

Topics covered will include:

- The key components of a proposal to a foundation or corporation
- How to package your proposal
- Steps to take if a proposal is turned down

Part Two: How to apply to the James Irvine Foundation's Creative Connections Fund

the James Irvine foundation

A program officer from the James Irvine Foundation will provide an overview of the goals and priorities of the Creative Connections Fund, advice on avoiding common mistakes, and how to make the most compelling case for support. Irvine staff will also be able to answer questions applicants might have about applying to the Creative Connections Fund.

Arts organizations with annual revenue over \$100,000 are eligible to apply to Irvine's Creative Connections Fund. **Please see the [James Irvine Foundation web site](#) for more details and to confirm your organization's eligibility.**

Part Three: Learn about the basics of budgeting for a proposal

Topics covered will include:

- What kinds of expenses are covered under "personnel"?
- How do you determine an overall amount that is neither too high nor too low in relation to what you expect to accomplish?
- What kinds of expenses should be included on the "overhead" line?

[REGISTER FOR THE WORKSHOP HERE](#)

Space is limited and places will be provided on a first come, first served basis.



Nicholas Studio
South Coast Repertory
655 Town Center Drive, Costa Mesa