

Leadership Nexus Program

The Nonprofit Resource Center is the “nexus” or the place where leaders and nonprofits meet for information, support, and education regarding best practices. This is a series of (6) individual seminars addressing specific issues that organizations commonly face. Some of the workplace challenges these seminars can cover include; Managing Difficult Conversations, Change Management, Cross Training Staff, Effective Onboarding, Evaluations of CEO, Staff, and Board, and Culture as a Strategy for Success. This series is open to directors, managers, and staff of local nonprofit organizations.

► **Whitfield M. Palmer Jr. Training Room, 3-4:30pm**

<u>Class Dates:</u>	<u>Class Topic:</u>
Class 1, February 6th	Managing Difficult Conversations
Class 2, April 3rd	Change Management
Class 3, May 1st	Cross Training Staff
Class 4, August 7th	Effective Onboarding
Class 5, October 2nd	Evaluations of CEO, Staff, and Board
Class 6, November 6th	Culture as a Strategy for Success

Roadmap to Success Workshops

The Roadmap to Success workshop follows recommendations outlined in the “Roadmap to Success Guide” developed by the Community Foundation of Ocala/Marion County in partnership with the Nonprofit Business Council. This proprietary handbook lays a roadmap towards nonprofit excellence that will be explored in depth during this series. Sessions include DEI Program Development HR for Nonprofits, Internal and Crisis Communications Strategic Storytelling, and Nonprofit Forms-Organizational & Annual Website. There will be (7) individual sessions offered annually to explore the roadmap topics and each session can accommodate up to 34 attendees. All nonprofit staff, board members, and volunteers are encouraged to attend.

► **Whitfield M. Palmer Jr. Training Room, 9-10:30am**

<u>Class Dates:</u>	<u>Class Topic:</u>
Class 1, February 13th	DEI
Class 2, March 6th	Program Development
Class 3, April 10th	HR for Nonprofits
Class 4, May 8th	Internal and Crisis Communications
Class 5, August 14th	Strategic Storytelling
Class 6, September 4th	Nonprofit Forms-Organizational & Annual
Class 7, October 9th	Website

Fundraising Summit

An extended workshop designed to give nonprofit staff and boards an intense course in fundraising techniques and best practices to increase sustainability and expand their fund development knowledge. The summit is led by a CFRE certified fundraising professional. The capacity for the event is 85 attendees.

► **Hilton Ocala Saratoga Ballroom 3600 SW 36th Ave, Ocala**

Tuesday, April 1st

8:30am Check In
9:00am-2:00pm Program
Lunch will be served.

Grant Writing for Success Workshops

Sustainability is the biggest threat to nonprofit organizations, especially those that are small and medium sized. Missions that are integral to the health and welfare of the community are struggling to find necessary support to continue operations. The Nonprofit Resource Center of the Community Foundation of Ocala/Marion County wants to serve our nonprofit partners by helping them develop the skills and tools necessary to be organizationally strong, financially viable, and programmatically sustainable.

Workshops are held four times a year during the months of February, April, and October. Advanced Classes will be offered in August. In those months, a session is held each Monday for a total of six hours of in-person training. Space is limited to 10 organizations to allow for ample one-on-one guidance and support. Pricing is for (2) Two attendees.

 **Whitfield M. Palmer Jr. Training Room, 10:30am-12:00pm**

Beginners 101

February 3, 10, 17, 24

April 7, 14, 21, 28

October 6, 13, 20, 27

Advanced

Advanced Grant Workshop will be available will for any organizations that have taken the Beginners Series with in the past 2 years. Pricing is for (2) Two attendees.

August 4, 11, 18, 25

**Only One Series will be selected to attend. Attendees can not mix the series.*

Financial Education Program

Both in the Spring and the Fall, the Nonprofit Resource Center hosts a Financial Education program focused on helping nonprofit organizations manage profitability based on financial literacy using FDIC curriculum. Sessions are four weeks in duration and each training session can accommodate up to 34 people.

 **Whitfield M. Palmer Jr. Training Room
2:00-3:30pm**

Spring Classes

Class 1, April 7th

Class 2, April 14th

Class 3, April 21st

Class 4, April 28th

Fall Classes

Class 1, October 6th

Class 2, October 13th

Class 3, October 20th

Class 4, October 27th

Advanced Classes

Advanced Classes will be available will for any organizations that have taken the Beginners Series in 2023/2024.

Class 1, July 7th

Class 2, July 14th

Class 3, July 21st

Class 4, July 28th

Frequently Asked Questions

Q: Can I attend specific classes instead of the entire Academy, and if so, what is the cost?

A: Certainly! If you prefer to attend specific classes, you can choose the a la carte option. Each class has its own individual price, allowing you to tailor your experience based on your specific interests and needs.

Q: How does a nonprofit sign up for the NonProfit Excellence Academy?

A: To sign up for the NonProfit Excellence Academy, nonprofits can contact The Community Foundation at 352.622.5020. Alternatively, they can visit the Foundation's office at 324 SE 24th Street, Ocala, FL 34471 to complete the registration process.

Q: Can I attend a class remotely at the NonProfit Excellence Academy?

A: No classes at the NonProfit Excellence Academy will have a remote attendance option.

Q: What happens if our nonprofit misses a class at the NonProfit Excellence Academy?

A: If your nonprofit misses a class, we recommend finding an alternate person to attend in order to receive credit for completing the class. We understand that emergencies can arise, and in such cases, we are willing to work with the nonprofit to address each circumstance individually.

Q: Who can attend the NonProfit Excellence Academy?

A: The NonProfit Excellence Academy is open to any nonprofit employee, volunteer, or board member. With 22 classes spread across five programs, each class is designed to cater to individuals with diverse roles within a nonprofit organization.

Q: Is there a specific goal for attendees at the NonProfit Excellence Academy?

A: Absolutely. The goal for attendees is to absorb the information provided in the classes and take it back to their respective nonprofits. The intention is to empower individuals to share their knowledge within their organizations, contributing to the growth and development of the nonprofit sector as a whole.

More Questions? Please call The Community Foundation at 352.622.5020



WELCOME TO NONPROFIT EXCELLENCE ACADEMY 2025



Nonprofit Name: _____ **Date:** _____

Main Contact: _____ **Phone:** _____

Address: _____

Email: _____

☐ Excellence Academy Package \$1650 (\$6000 Value)

Thank you for choosing to participate in our classes! To streamline the registration process, please follow the instructions below to fill out the form accurately.

Class Selection:

- Review the list of classes available, if a series is held at different times of the year, please select the preferred time frame you would like to attend.
- The Foundation will contact you monthly via phone or email to verify the attendees for the upcoming classes.

By following these instructions, you help us ensure that our classes are well-organized and that everyone has the opportunity to attend the sessions they desire. If you have any questions or need assistance, feel free to contact the Community Foundation at 352.622.5020.

Please turn in completed forms to Dawn Phelps at The Community Foundation for Ocala/Marion, Mail them to 324 SE 24th Street, Ocala, FL 34471, or email them the Dawn@ocalafoundation.org by November 29th.

Leadership Nexus Program

The Nonprofit Resource Center is the “Nexus” or the place where leaders and nonprofits meet for information, support, and education regarding best practices. This is a series of (6) individual seminars addressing specific issues that organizations commonly face. This series is open to directors, managers, and staff of local nonprofit organizations.

☐ **Leadership Nexus Program \$420 or \$70 per class**

 **Whitfield M. Palmer Jr. Training Room, 3-4:30pm**

Class Dates: Class Topic:

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Class 1, February 6th | Managing Difficult Conversations |
| <input type="checkbox"/> Class 2, April 3rd | Change Management |
| <input type="checkbox"/> Class 3, May 1st | Cross Training Staff |
| <input type="checkbox"/> Class 4, August 7th | Effective Onboarding |
| <input type="checkbox"/> Class 5, October 2nd | Evaluations of CEO, Staff, and Board |
| <input type="checkbox"/> Class 6, November 6th | Culture as a Strategy for Success |

Roadmap to Success Workshops

The Roadmap to Success workshop follows recommendations outlined in the “Roadmap to Success Guide” developed by the Community Foundation of Ocala/Marion County in partnership with the Nonprofit Business Council. This proprietary handbook lays a roadmap towards nonprofit excellence that will be explored in depth during this series.

☐ **Roadmap to Success Workshops \$490 or \$70 per class**

 **Whitfield M. Palmer Jr. Training Room, 9-10:30am**

Class Dates: Class Topic:

- | | |
|---|---|
| <input type="checkbox"/> Class 1, February 13th | DEI |
| <input type="checkbox"/> Class 2, March 6th | Program Development |
| <input type="checkbox"/> Class 3, April 10th | HR for Nonprofits |
| <input type="checkbox"/> Class 4, May 8th | Internal and Crisis Communications |
| <input type="checkbox"/> Class 5, August 14th | Strategic Storytelling |
| <input type="checkbox"/> Class 6, September 4th | Nonprofit Forms-Organizational & Annual |
| <input type="checkbox"/> Class 7, October 9th | Website |

Fundraising Summit

An extended workshop designed to give nonprofit staff and boards an intense course in fundraising techniques and best practices to increase sustainability and expand their fund development knowledge. The summit is led by Alyce Lee Stansbury, a CFRE certified fundraising professional. *The capacity for the event is 85 attendees.*

☐ **Fundraising Summit \$350**

☐ **Each Additional Attendee \$300**

 **Hilton Ocala Saratoga Ballroom
3600 SW 36th Ave, Ocala**

Tuesday, April 1st

8:30am Check In
9:00am-3:00pm Program
Lunch will be served.

Grant Writing for Success Workshops

Sustainability is the biggest threat to nonprofit organizations, especially those that are small and medium sized. Missions that are integral to the health and welfare of the community are struggling to find necessary support to continue operations. The Nonprofit Resource Center of the Community Foundation of Ocala/Marion County wants to serve our nonprofit partners by helping them develop the skills and tools necessary to be organizationally strong, financially viable, and programmatically sustainable.

Beginner Workshops are held three times a year during the months of February, April, and October. In those months, a session is held each Monday for a total of six hours of in-person training. Space is limited to 10 organizations to allow for ample one-on-one guidance and support. Pricing is for (2) Two attendees.

☐ **Grant Writing for Success Workshops \$700**

 **Whitfield M. Palmer Jr. Training Room, 10:30am-12:00pm**

Choose One Series:

**Only One Series will be selected to attend. Attendees can not mix the series.*

Beginners 101

☐ February 3, 10, 17, 24

☐ April 7, 14, 21, 28

☐ October 6, 13, 20, 27

Advanced

Advanced Grant Workshop will be available will for any organizations that have taken the Beginners Series with in the past 2 years. Pricing is for (2) Two attendees.

☐ August 4, 11, 18, 25

Financial Education Program

Our nonprofit financial management course teaches attendees the importance of responsible fund stewardship, compliance with laws, and establishing strong internal controls. Participants also learn budgeting techniques for effective resource allocation, ensuring their nonprofit's sustainability in a changing financial environment.

Both in the Spring and the Fall, the Nonprofit Resource Center hosts a Financial Education program focused on helping nonprofit organizations manage profitability based on financial literacy using FDIC curriculum. Sessions are four weeks in duration and each training session can accommodate up to 34 attendees.

☐ **Beginner Financial Education Program \$280**



Whitfield M. Palmer Jr. Training Room, 2:00-3:30pm

☐ Spring Classes

Class 1, April 7th
Class 2, April 14th
Class 3, April 21st
Class 4, April 28th

☐ Fall Classes

Class 1, October 6th
Class 2, October 13th
Class 3, October 20th
Class 4, October 27th

☐ Advanced Classes

Advanced Classes will be available for any organizations that have taken the Beginners Series in 2023/2024.

Class 1, July 7th
Class 2, July 14th
Class 3, July 21st
Class 4, July 28th

Terms of Agreement

- All transactions are final, and no refunds will be issued under any circumstances.
- Nonprofits are responsible for assigning a team member to attend each class.
- If a Nonprofit fails to complete one or more payment, they will be removed from the remaining classes.

☐ I agree to the terms above.

Payment

☐ Excellence Academy Package \$1650

Select Individual Classes without Package:

☐ Leadership Nexus Program \$420

☐ Roadmap to Success Workshops \$490

☐ Fundraising Summit \$350

☐ Additional Fundraising Summit Attendee \$300

☐ Grant Writing for Success Workshops \$700

☐ Financial Education Program \$280

Total Payment Due: _____

Print Name: _____

Signature: _____ **Date:** _____

Billing Terms:

☐ One Time Payment

☐ Quarterly (1st of the Month)
Feb, May, August, November

☐ Check
Make Checks Payable to
Community Foundation

☐ Credit Card
Credit Cards will have an
additional fee.

Email to Invoice: _____