

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 April 17th | 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: _____