



AMTC

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News

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AMTC News

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AMTC Delivers Grant Workshops

The adage, “Don’t put off for tomorrow what you can do today,” holds doubly true for grant writing: early planning increases positive outcomes and helps reduce stress. With this in mind, AMTC & Associates developed a four-part grant writing workshop series.

In late winter or early spring, the federal government typically releases funding announcements, giving applicants 30 to 60 days to assemble an application. That is not the ideal time to begin the process. Grant planning starts early and is informed by current programming. Our first main article touches upon steps one can take to begin early and the importance of getting a head start.

The second main article provides a brief overview of the workshops. The first workshop focused on using Grants.gov, the federal repository of every funding announcement, and a portal to upload submissions. Grants.gov involves a technical process that an applicant must know how to use. We also summarized pertinent points with visuals into a digestible four-page handout.

In the second workshop, we walked the client through putting a grant application together. This

includes many components that all come together to help the organization accurately tell its story: why it is uniquely qualified to run programming.

The third workshop centered on building a budget that goes beyond figuring out expenses. In the final workshop, participants learned how to compose a needs statement focusing on identifying disparities among specific populations.

We invite you to learn about our two newest arrivals to the AMTC team: Alexa Warnke-Serwe, Administrative Systems and Data Integrity Consultant, and Faith Tiwaloluwa Ogungbe, our current intern.

With best wishes,

Angela M. Turner

Angela Turner
Principal





Many components and processes are included or are a part of the lifecycle of writing and renewing a grant. Planning for future grants should begin before a current program ends, well before a grant announcement is posted.

Angela Turner, Principal of AMTC, recently co-led a grant planning and writing workshop. She shared, “When wrapping up a program year, prepare for future grant opportunities. Use teacher reports, participant feedback, data, and evaluations to update your proposal materials. You don’t need to wait until the announcement is out. You can do much of that work when the information is fresh in your mind.”

Beginning early means being thoughtful and intentional. Prior to a grant announcement, key staff members confirm roles, communication methods, and processes. Defining these terms and planning ahead can make the grant writing process more efficient and seamless, ultimately leading to more substantial outcomes, not to mention avoiding undue stress.

By the time the next grant is posted, applicants feel ready and confident, knowing that all their pre-planning places them in a stronger position.

AMTC & Associates follows its advice. Embracing a strong team stance and leveraging deep expertise, several AMTC associates came together to develop a four-part series on grant writing—long before any new grant announcements. This way, its clients can be poised for success. (Please refer to the article on page three for a summary of each workshop and a list of workshop presenters.)

“Grant writing,” noted Turner, “is not just about writing a grant; it’s about understanding the lifecycle: planning your program, implementing your program, and evaluating your program, all of which keeps you ready and gets you ready for that next opportunity.” Indeed, one might say that there is no beginning or end but a continual process of refinement.

“ I followed suggestions from AMTC and did grant writing differently. Immediately, I started gathering information regarding counties, schools, and youth service levels for the funding opportunity.

I created a list of support partners. Additionally, I started reaching out to school administration and community partners to let them know we wanted to keep working with them so that I could get signatures quicker.

Looking at curricula and starting a rough budget was another early step. I pulled documents like our indirect rate, organizational chart, and board listing. Pulling all this together sooner created a much smoother and quicker grant writing experience.

Do some prep work upfront, and it will save you hours and sanity during the grant writing process.

Jill Gwilt, *THINK* Director,
Mission West Virginia

AMTC Prepares Clients with **GRANT WORKSHOPS**

A relationship exists between effort and outcomes: the more effort, the greater the likelihood of success. Grant writing is no different, so AMTC & Associates led a four-part series about it. “We want to teach our clients how to be ready for this complex process,” noted AMTC Principal Angela Turner.

Workshops

#1: Grants.gov. The first workshop was foundational: knowing how to search for grant opportunities through the federal government’s Grants.gov platform. Far from just using a search engine, individuals need the know-how to set up an account, establish an organization, use the system,

discover eligibility, and more. Although the federal government provides tutorials, AMTC combed through them all and featured the salient points in a digestible format.

#2: Grant Planning. Describing a compelling program model is essential. But how? “The federal government is telling you what is important for the program, and your job is to align its vision and language to write a compelling story,” emphasized Turner. An organization should explain why it is uniquely qualified to run programming, including factors such as organizational capacity and the talents of staff.

#3: Budget. Building a budget is more than just crunching numbers.

Staff need to figure out how to be competitive and ensure that proper documentation and rationales validate costs. These are just a few of the many components.

#4: Developing a Community Needs Assessment and Identifying Disparities in Grant Writing. The last-in-series workshop teaches how to prepare a needs statement with an emphasis on identifying health disparities and issues among underrepresented populations, thus addressing the unique needs of each community. (For more on this topic, refer to the Fall 2023 AMTC Newsletter article, “Advancing Health Equity.”)

AMTC & Associates Grant Presenters

Workshop #1: Grants.gov
Angela Turner / Torri Childs

Workshop #2: Grant Planning
Jeanette Stevens / Ann Wolter /
Angela Turner

Workshop #3: Budget
Angela Turner / Jacqueline Wegner

**Workshop #4: Developing a
Community Needs Assessment and
Identifying Disparities in Grant
Writing**
Brandon Osborn, Ph.D. / Immaculate
Apchemengich / Salvador Dominguez,
Ph.D.



**Immaculate
Apchemengich**
Research Associate



Torri Childs
Evaluation Consultant
& Field Researcher



**Salvador Dominguez,
Ph.D.**
Research Associate



**Brandon Osborn,
Ph.D.**
Senior Research
Associate



Jeanette Stevens
Evaluation Consultant



Angela Turner
Principal



Jacqueline Wegner
Director of Finance
and Administration



Ann Wolter
Evaluation Consultant

Meet Our *Associates*

Our diverse team delivers fast, relevant results for our clients. Here are two individuals who contribute to those efforts.



**FAITH TIWALOLUWA
OGUNGBE, BA, MS**
AMTC INTERN

WITH AMTC SINCE SEPTEMBER
2023



**ALEXA WARNKE-
SERWE, BA, BSN, MSN**
ADMINISTRATIVE SYSTEMS &
DATA INTEGRITY CONSULTANT

WITH AMTC SINCE AUGUST 2023

What is your educational background?

I have a bachelor's degree in anthropology with a minor in business institutions and a master's degree in biotechnology from Northwestern University. I am a doctoral candidate in public health at the University of Wisconsin-Milwaukee.

What are your primary duties for AMTC?

I am learning to apply qualitative and quantitative methodologies to the evaluation processes of multiple programs nationwide, as well as internal quality improvement initiatives.

What do you find meaningful about your internship?

Getting to know clients and learning about their work is meaningful, as is the opportunity to learn by experience.

Overall, what has the experience been like at AMTC?

It's enjoyable, organized, and with many prospects for learning and growth. Associates are friendly, knowledgeable, and helpful.

Moving forward, what do you hope to accomplish at AMTC?

As part of my onboarding process, I set goals for myself: learning methodologies and applying technical and soft skills, as well as helping AMTC and its programs finish the necessary tasks to advance their work.

Outside of your professional position, what do you enjoy personally?

I love to read, sing, and dance. I enjoy eating and the art of cooking, spending time with loved ones, and helping and attending services at my church.

What is your educational background?

At Lake Forest College, I earned a bachelor's degree in anthropology and sociology with a focus on African-American studies and religion. I also hold bachelor's and master's degrees in nursing science.

What are your primary duties for AMTC?

I provide a full range of services to internal stakeholders and external clients to support federally funded government programs. As a registered nurse, I conduct medical accuracy reviews for clients on Teen Pregnancy Prevention and Sexual Risk Avoidance Education curricula, ensuring medical accuracy and up-to-date statistics on reproductive health.

Overall, what has the experience been like at AMTC?

I enjoy working with a dedicated group of individuals who are passionate about their work and the communities they are serving. The team at AMTC has been gracious and welcoming at every step, and I have greatly enjoyed joining their team and getting to know everyone.

Moving forward, what do you hope to accomplish at AMTC?

I hope to continue learning and growing within my role and work with our clients.

Outside of work, what do you enjoy personally?

I enjoy spending time with family and being outdoors.