



# BLUEPRINTS FOR GRANT CONSULTANT ESSENTIALS

## COURSE SYLLYBUS



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### **MODULE 01: GRANT CONSULTING**

#### Lesson: What is a Grant Consultant?

In this lesson, we will cover what a grant professional should know before taking the leap into grant consulting. You will discover the how and why it is important to have a ‘consultant mindset’.

Objective: [Learn what a grant consultant does](#)

### **MODULE 2: GETTING STARTED**

#### Lesson: Getting Started with Grant Consulting

In this lesson, we will look at the start-up costs and timelines to build a thriving grant consulting firm. We will share tools and tips for developing your business plan. You will get insights on and access to many must have office tools.

Objective: [Learn what you need to start grant consulting](#)

### **MODULE 3: CONSULTING SERVICES**

#### Lesson: What Services will You Offer?

In this lesson, you will identify your top tier services. We will talk about ways to identify your consulting and service strengths and weaknesses.

Objective: [Identify your grant consulting services](#)



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### **MODULE 04: MARKETING 101**

#### Lesson: Marketing and Communications

In this lesson, you will learn how to develop a marketing and communications strategy that effectively promotes your grant consulting business. You'll discover key steps to build your reputation as a thought leader and an expert in your niche.

**Objective:** Learn what a grant consultant does

### **MODULE 5: CONTRACTS AND PAYMENTS**

#### Lesson: How to Secure Contracts and Get Paid

In this lesson, you will discover how to identify legitimate RFPs and contracting opportunities. We will cover how to set marketable fees for your services based on your expertise, costs, and projects. We will discuss pros and cons of various fee structures including hourly rates, project based rates, and retainers. You will learn about ways that you can protect yourself to ensure that you get paid in-full and on-time.

**Objective:** Learn how to build your professional reputation

### **MODULE 6: CLIENT MANAGEMENT**

#### Lesson: Taking Care of the Client AND Your Business

In this lesson, we will discuss key strategies to start off on the right foot with your client to avoid costly missteps. We will discuss strategies to navigate your client's changing expectations. You will have them, so we will explore steps to deal with challenging clients.

**Objective:** Learn how to manage your clients to exceed expectations and build your business