Breakout Session Summaries

**Accessing Your Community by the Numbers - Kimberly Davis, U.S. Census Bureau**

Learn how to use data.census.gov to access the most current and relevant demographic, socioeconomic, and housing statistics about your community from the American Community Survey (ACS). During this training, you will learn about the data available at various levels of geographies for ACS and other Census Bureau programs, as well as how to access and download tables to create maps.

**Census 101 - Kimberly Davis, U.S. Census Bureau**

Learn about the sources of data available at the Census Bureau and why geography matters. During this training, you will learn about how the Census Bureau collects and publishes data on demographic and economic topics. This session will teach data users basic searching on the census.gov home page. Participants will also learn about the programs, data products, and tools available.

**Collaboration in Grants Administration: Marrying Pre- to Post-Award Seamlessly - Joy Blatchford and Chris Blatchford, University of Utah Pediatrics**

Silos are rampant in grants administration, and isolation of expertise is common. With the Department of Pediatrics at the University of Utah, we were no exception to that sentiment. In this presentation, we’ll outline what was done within our department to help bridge these gaps, what hurdles we ran into, and what processes worked and what didn’t. We will also go through some case studies that challenged our best practices and helped to refine our solutions.

**Convergence: Aligning Multiple Revenue Streams - Turner Bitton, HEAL Utah**

In this session, we will discuss strategies for aligning individual and corporate giving with grant funding. The session will be a mix of a presentation with participants discussion. Templates, ideas, and references will be provided, and participants are encouraged to bring issues for discussion.
Empowering Your Project Management Skills - Katelyn Shoemaker, United Way of Salt Lake

This session will focus on project management basics and best practices, provide real life professional examples of project management in the workplace, discuss working with project management resisters, and leave attendees with tools, knowledge, and plans to empower themselves as project managers within the grants realm.

Grant Basics for Beginners - Karen Mecham, Karen E. Mecham and Associates

This will be an interactive discussion focusing on the following:

- Research, including understanding the needs and objectives of the client/employer
- Determining all of the partners/beneficiaries of the grant and their ability to follow grant guidelines
- Creating steps to achieve grant objectives
- Determining a project deadline and a calendar of events
- Creating a timeline and sharing it with all involved
- Don’t promise anything you can’t accomplish
- Determining what results need to be in the final report