

# Agency Achievement Academy

*To ensure our network of food assistance partners continues to thrive, we provide free “train the trainer” style educational opportunities*

## June-September 2015 Workshops

### Introduction to Finding Grants

In cooperation with The Foundation Center DC

**Are you new to the field of grantseeking? Discover what funders are looking for and how to find potential funders.**

This class will include 30 minutes of hands-on, guided online grant research. It is advisable, but not necessary, to bring a laptop/tablet for this portion of the class.

**Monday, June 29 | 10 am to 12 pm**

**4900 Puerto Rico Ave NE Washington DC 20017**

**The first 20 agencies to register and attend will receive a \$50 gift certificate to Harris Teeter!**

### Introduction to Proposal Writing

In cooperation with The Foundation Center DC

**Are you new to proposal writing or want a quick refresher?**

This newly revised class will provide you with an overview of how to write a standard project proposal to a foundation. It will include:

- The basic elements of a proposal
- The “do’s” and “don’ts” of writing and submitting a proposal
- How to follow up whether the answer is yes or no



**Monday, June 29 | 10 am to 12 pm**

**4900 Puerto Rico Ave NE Washington DC 20017**

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# Volunteer Recruitment Training

Monday, July 6th | 10am-11:30am  
4900 Puerto Rico Ave NE Washington DC 20017



**Volunteer Maryland builds stronger, healthier communities by developing volunteer programs with nonprofit organizations, government agencies, and school.**

This workshop will help participants learn to:

- Develop a successful volunteer program
- Effectively advertise volunteer positions
- Improve techniques for volunteer recruitment
- Increase volunteer impact!



**The first 20 agencies to register & attend will receive a \$50 gift certificate to Harris Teeter!**

# ServSafe Certification Class

**Monday, August 17th | 8:30am-5pm**  
**4900 Puerto Rico Ave NE, Washington, DC 20017**

ServSafe Food Protection Manager Certification blends the latest FDA Food Code, food safety research and years of food sanitation training experience. Managers learn to implement essential food safety practices and create a culture of food safety. All content and materials are based on actual job tasks identified by food service experts.

All meal service programs are required to have a ServSafe Food Protection Manager present during meal service.

**This class is free, but the examination is \$125:  
Please contact Rebecca Pred-Sosa, 202.644.9832 or  
rpredsosa@capitalareafoodbank.org about payment**

# Health Ambassadors Training

## Health Ambassadors

Looking for ways to include more nutrition education at your site?

Want to gain skills in healthy cooking and eating healthy on a budget?

Join the Ambassadors Program!



***All partners will receive materials to take back to their agency to begin conducting cooking demonstrations!***

Learn how to:

- Conduct nutrition information sessions.
- Promote healthy choices and nutritional messages at your site.
- Eat healthy on a budget.
- Conduct cooking demonstrations for diverse client populations: children, adults, elderly, and multicultural.
- Be a healthy role model and set goals for health.

**Monday September 21 | 9 am to 4 pm**  
4900 Puerto Rico Ave NE Washington, DC 20017

# ADA Volunteer Ambassador Training



Over 10% of DC metro area residents are living with diabetes. That rate is much higher in low-income communities. Do your clients struggle to maintain good health and manage their diabetes?

The American Diabetes Association has established a program to train volunteers/partners to implement diabetes and wellness education workshops at their agencies.

All participants will be given a variety of educational materials and resources to conduct workshops and promote diabetes prevention and management to their clients.



**Monday September 28 | 10 am to 2 pm**  
4900 Puerto Rico Ave NE Washington, DC 20017

**Register at [capitalareafoodbank.org/a3](http://capitalareafoodbank.org/a3)**



**Register Online for all Classes:**

[capitalareafoodbank.org/a3](https://capitalareafoodbank.org/a3)

**Questions???**

Contact: Becca Pred-Sosa  
Partner Training Coordinator  
[aaa@capitalareafoodbank.org](mailto:aaa@capitalareafoodbank.org)



**Connect with us!**  
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[facebook.com/  
capitalareafoodbank](https://www.facebook.com/capitalareafoodbank)

# A3 Registration Form

Name: \_\_\_\_\_

Organization

Name: \_\_\_\_\_

Organizational

Role: \_\_\_\_\_

Email

Address : \_\_\_\_\_

Phone # : \_\_\_\_\_

## Workshops You'd Like to Register For: (Check boxes)

Introduction to Finding Grants [June 29 | 10am-11:30am]

Volunteer Recruitment [July 6 | 10am-12pm]

Introduction to Proposal Writing [July 20 | 10am-12pm]

ServSafe Manager Certification [August 17 | 9am-5pm]

Health Ambassadors [September 21 | 9am-4pm]

ADA Volunteer Ambassador Training [Sept 28|10am-2pm]

**Please bring back to CAFB, scan/email to  
rpredsosa@capitalareafoodbank.org or fax to 202.529.1767  
ATTN: Becca Pred-Sosa**

www.CapitalAreaFoodBank.org/a3

Register online at  
Workshops  
Jun-Sept 2015 A3



4900 Puerto Rico Ave. NE  
Washington, DC 20017



## June– September 2015 A3 Course Schedule

*To ensure our network of food assistance partners continues to thrive, we provide free “train the trainer” style educational opportunities. In this packet you will find:*

- Health Ambassadors
- Introduction to Proposal Writing
- ADA Ambassador Volunteer Training
- ServSafe Certification
- Introduction to Finding Grants
- Volunteer Recruitment Training

Keep up to date with CAFB offerings for partners by following us online:



[facebook.com/groups/capitalareafoodbankpartners](https://www.facebook.com/groups/capitalareafoodbankpartners)



[@foodbanknews](https://twitter.com/foodbanknews)

See inside for a complete listing of June-September workshops.