**St Mary’s County  
Nonprofit Institute Report  
March 1 – May 31, 2014**

The Nonprofit Institute of St. Mary’s County had another successful quarter. Interactions with nonprofit organizations and training sessions continued and expanded. The Institute also kicked off meetings with the Executive Directors of St. Mary’s nonprofit organizations and all found the sessions to be helpful. Listed below are specific activities and organizations.

**Training:**

March 5, Financial Literacy. 12 in attendance

March 12, Grant Writing: Developing Strategic Goals, a Timeline and Addressing Sustainability, taught by Laura Webb of Walden/Sierra. 12 in attendance

March 13, Grant Writing: Needs Statement, taught by Laura Webb of Walden/Sierra. 13 in attendance

March 28, Annual Conference, 8 workshops, 55 signed up from St. Mary’s and Tri-County organizations

April 17, Strategic Overview of Social Media Platforms, 17 in attendance

April 23, Creating Your FaceBook Page (hands-on), 8 in attendance

April 24, Creating Your Twitter Account (hands-on), 5 in attendance

April 30, Overview of and Strategies for E-Newsletters, 2 in attendance

May 1, Creating an E-Newsletter in MailChimp, 2 in attendance

May 8, Managing Your Social Media, 6 in attendance

May 15 Maintaining and Measuring the Effectiveness of Your Social Media, 4 in attendance

May 21, Entrepreneural Leadership for Nonprofits, 3 in attendance

May 28, Grant Writing: Creating the Budget for Your Grant, 12 in attendance

A total of 60 individuals (84 total attendance) came to these training sessions (not counting the Annual Conference) from 39 nonprofits.

**Nonprofit Organizations Participating**  
ARC of Southern Maryland  
Arts Council of St. Mary’s County  
Bay Community Support Services  
Calvert Family Services  
Calvert Marine Museum  
Camp Maria  
Center for Family Advocacy  
Color and Light Society  
The Center for Life Enrichment  
Eunice Iris Jenkins Foundation  
Greenwell Foundation  
Hospice of St. Mary’s  
Literacy Council of St Mary’s  
DK and MK Revocable Trust  
Leah’s House  
Mechanicsville Vol. Rescue Squad  
North End Gallery  
Our Father’s House, Assembly of God  
Patuxent Land Trust  
Pax River Naval Air Museum  
Promise Center  
Rotary Club of Lexington Park  
St. Mary’s College  
St. Mary’s Community Network  
St. Mary’s County Advanced Life Support Unit, Inc.  
St. Mary’s Higher Education Center  
St. Mary’s Nursing Center  
St Mary’s Volunteer Rescue Squad  
Small Business Development Center  
Southern Maryland Center for Family Advocacy  
Southern Maryland Community Resources  
Southern Maryland Tri-County Community Action Committee  
Summerseat Farm  
TriCounty Community Action Committee  
TriCounty Youth Services Bureau  
Walden Sierra  
Watermen’s Association of St. Mary’s  
Wicomico Valley Foundation  
Wounded Warriors

**Future Workshops**

6/5 Laura Joyce, Public Speaking for the NonProfit   
6/19 Grant Writing at Lexington Park Library   
6/27 Workshop:  Linda Gottfried, Fundraising 101  
9/11 Sandra Dent, workshop - Basics of forming a nonprofit   
9/18  presenting overview on grant writing to Maryland Activity Coordinators 

**Meetings**

* March 5, 2nd Advisory Council Meeting
* April 9, the first gathering of Executive Directors to form an on-going, supportive community of peers, to meet monthly and discuss various topics of interest specifically to nonprofit EDs and leaders (where there is no hired staff). 19 were in attendance.
* May 14, 2nd gathering of Executive Directors’ Learning Community. 9 were in attendance. Meetings were set for the 2nd Wednesday of June through August.
* May 29, meeting with Phil Horne, Board President of Three Oaks Center, to discuss a Learning Community program for Board Chairs

**Presentations**

* 3/6 Tammy Vitale, partnering with the Community Foundation Lending Library at Lexington Park Library, facilitated a one hour overview on grant writing. 10 in attendance.
* Tammy did a presentation on the Nonprofit Institute to the County Rescue Squad Chiefs, approximately 30 in attendance, focusing mainly on grant writing programs at the Institute (no sign-in was taken)
* 3/10 Tammy presented a presentation on the Nonprofit Institute to the Rotary Club of Lexington Park, with 48 in attendance
* 3/18 Tammy presented an overview of upcoming workshops to the Southern Maryland Women in Business Group. Approximately 25 in attendance (no sign-in was taken)
* 3/29 Tammy facilitated a 2 hours overview of grant writing to a full class of 16, with a waitlist of 18, partnering with the Community Foundation Lending Library at Lexington Park Library
* 4/2, Tammy presented on nonprofit needs and interfaces with the Nonprofit Institute to an MBA class at the Florida Institute of Technology lead by Dr. Robert Schollers – the class is concentrating on work with nonprofits this semester. Approximately 20 were in attendance (no sign-in was taken)
* 4/15 partnering with the Community Foundation Lending Library at Lexington Park Library, facilitated a one hour overview on grant writing. 4 were in attendance.
* 5/12, Tammy presented to the St Mary’s Strategic Roundtable on the Nonprofit Institute, along with other departments from CSM

**Miscellaneous**

* Tri County Youth Services Bureau began working with Dr. Gottfried on strategic planning with their Board
* A survey on needs assessment for future workshops was created and distributed in May to better serve our nonprofit population

The next report will cover June through September 2014 in order to sync with the schedule of October/January/April/July as requested by Dr. Bridgett in her email of April 22.