



GRANT PROFESSIONALS
CERTIFICATION INSTITUTE®

Providing a Standard of Excellence for the Grant Profession

GPC Certification

Presented at the: Grant Professionals Association Conference 2019

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@GPCInstitute #GPCConf19





INTRODUCTIONS

- ▶ What draws you to seek Grant Professional Certified (GPC) credential?
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How GPC differs from other education and professional opportunities

- ▶ **Educational Credential:** A diploma or degree attesting a candidate has met designated requirements through satisfactory completion of a program of study.


Example: A bachelor's or master's degree

- ▶ There are a growing number of grant classes offered at colleges and universities, but no “real” grant writing degree



How GPC differs from other education and professional opportunities (continued)

- ▶ **Certificate of Completion:** A certificate indicating a candidate has completed a particular course of training. Course length tends to vary.
Example: Training courses offered by Grant Writing USA or
The Grantsmanship Center
- ▶ While courses such as these are great for educational improvement and professional development, these courses are not the same as a credentialed program.




How GPC differs from other education and professional opportunities (continued)

- ▶ **Licensure:** The process in which a state or local government recognizes an individual or institution through legislation enacted to protect the public. It is a mandatory requirement – without a license a candidate cannot legally practice their craft.

Example: Licensed Social Worker

- ▶ There are currently no licensure requirements in the grant professional field.



How GPC differs from other education and professional opportunities (continued)

- ▶ **Credential:** The process where a nongovernmental agency grants recognition to an individual who has met predetermined and standardized criteria for required knowledge, skills, and/or competencies associated with intended learning outcomes.

Examples: GPC, CFRE, CGMS, CVA, CPA, etc.

- ▶ The GPC is the only known grant credential covering the full lifecycle of the grant process accredited by the National Commission for Certifying Agencies.

NCCA Accredited Program

- ▶ GPCI became accredited through the National Commission for Credentialing Agencies in 2019.
 - ▶ The primary focus of the NCCA accreditation is the assessment to determine competency on specific skills, independent from any educational or training program or provider.
 - ▶ By adhering to the NCCA standards, candidates passing the assessment have the ability to use a credential or letters following their names to indicate they have met the requirements of the credential
 - ▶ The NCCA accreditation is a time-limited recognition and use of a credential to candidates who have demonstrated meeting the predetermined and standardized criteria for knowledge, skills, or competencies.





So what does this all mean?

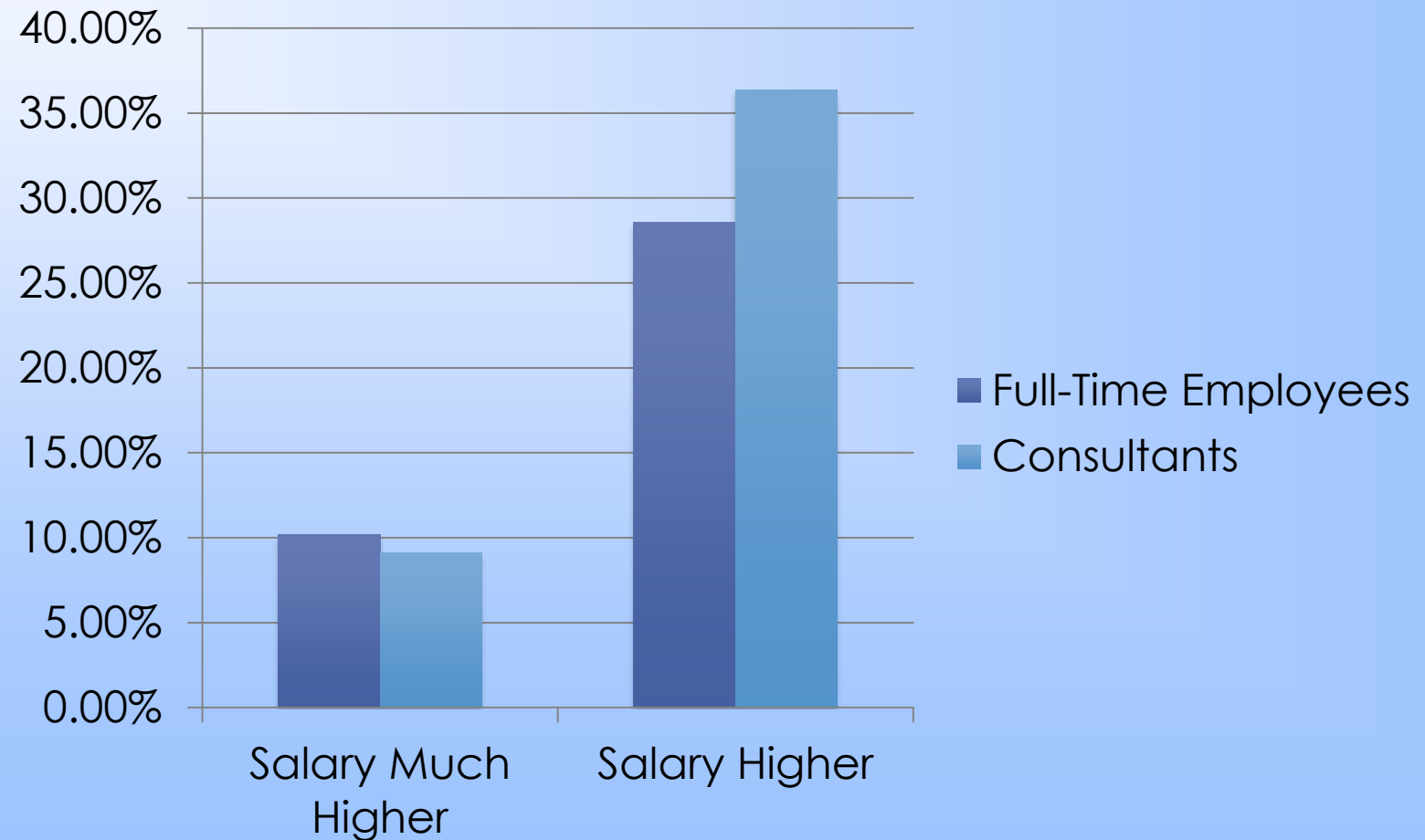
- ▶ The GPC is fast gaining recognition among various stakeholder groups
 - ▶ **Nonprofits/Governmental Agencies/School Systems** – Those wishing to hire a grant professional for a staff position will also understand the GPC stands for a combination of experience, professional development, knowledge, and ethical standards.
 - ▶ **Clients** – When searching for a grant consultant/professional, the GPC will help signify a certain skill and experience level and ethical standard.
 - ▶ **Peers** - Fellow grant professionals will recognize the same attributes, see your commitment to personal professional growth, and your dedication to the profession.
 - ▶ **The Funding Community** – When an application is submitted by a GPC, funders will appreciate a thoroughly written application, a demonstrated understanding of the application requirements, and once funded, an ethical understanding of grant management.



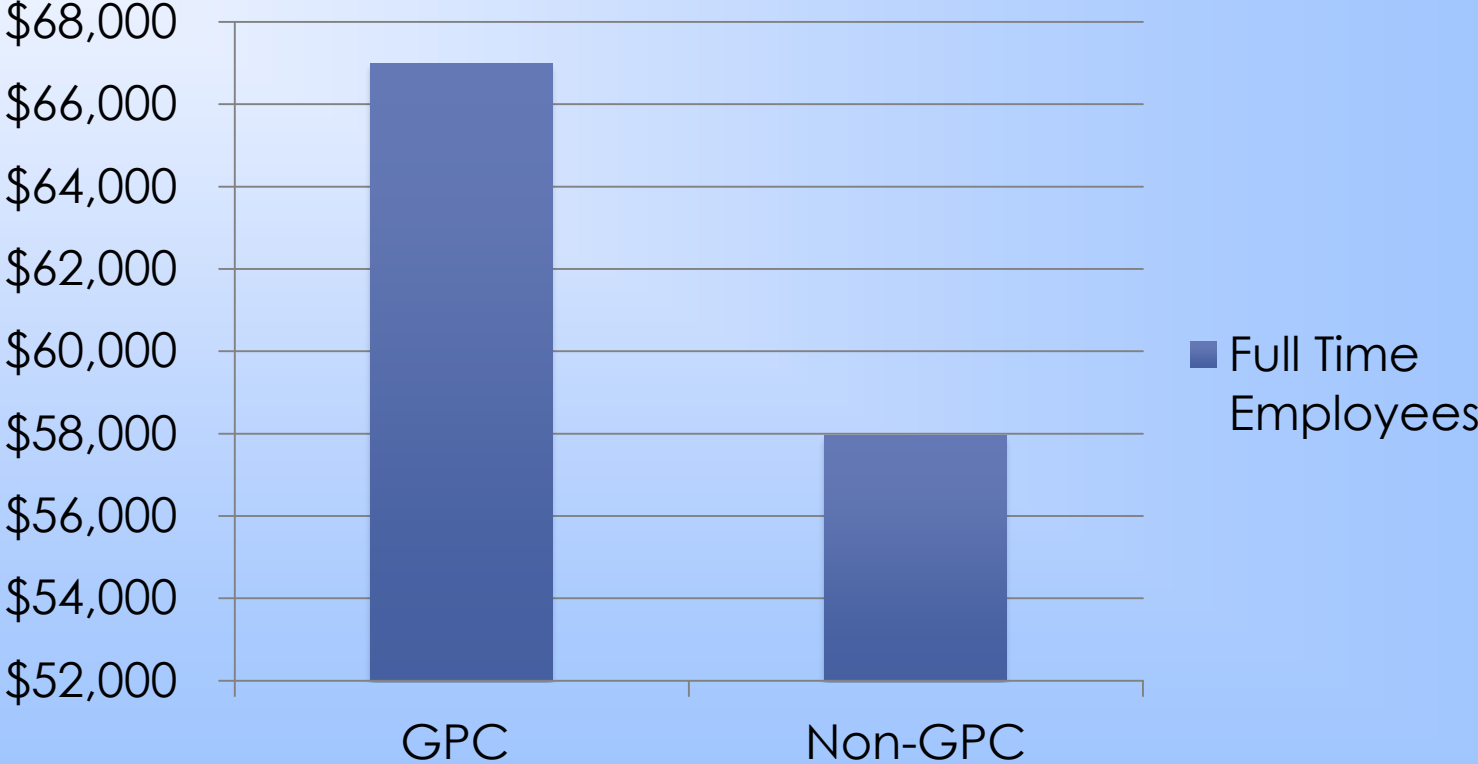
Benefits of GPC to the Grant Professional

- ▶ Job Opportunities
 - ▶ GPC now a requirement for some positions
 - ▶ Growing recognition in the non-profit community
- ▶ Higher Pay Rate
 - ▶ GPA Salary Survey of Pay for GPC's vs. non-GPC's

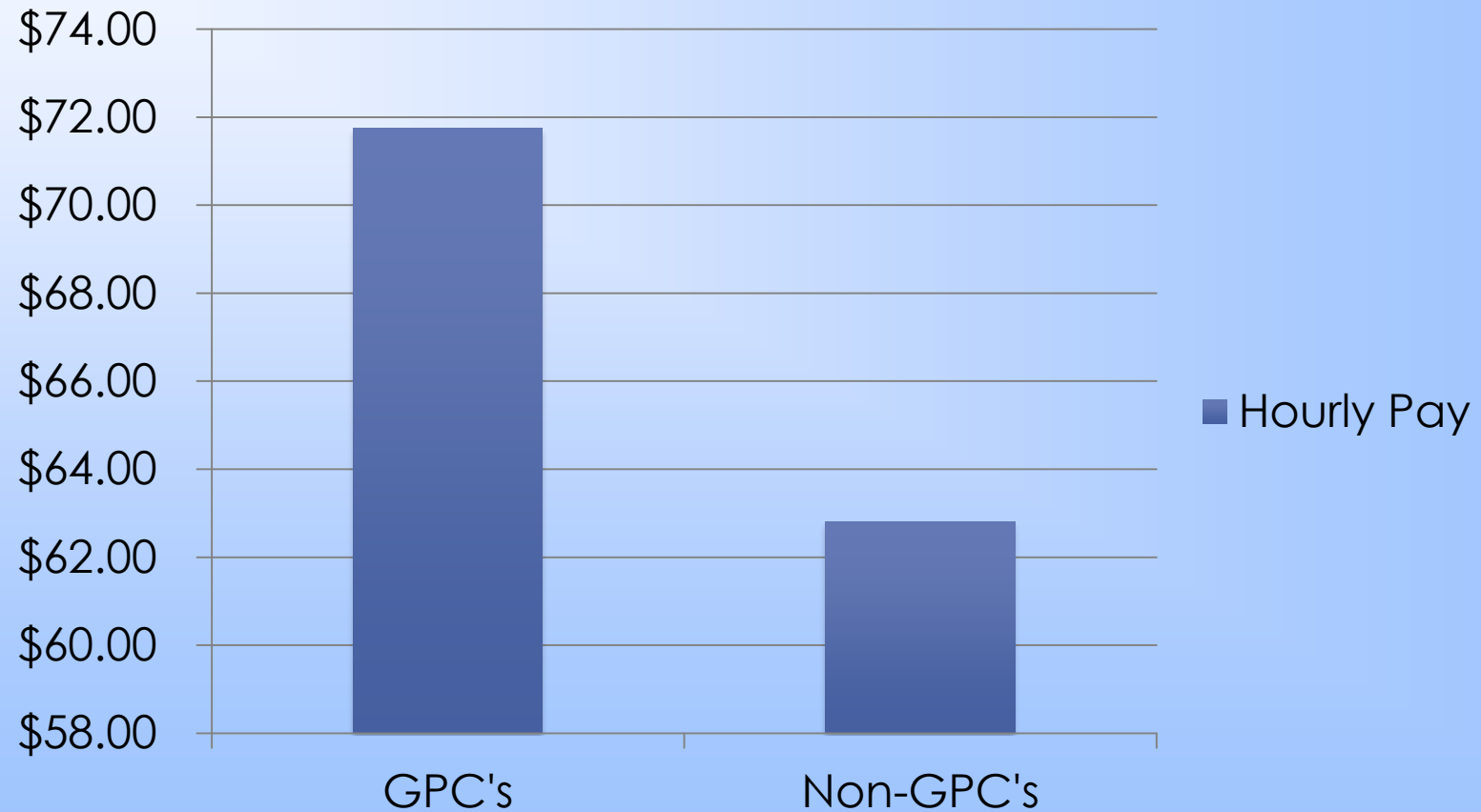
GPA Salary Survey – Salary Level Once GPC Received




GPA Salary Survey – Annual Pay for GPC's vs. non-GPC's Full Time Employees



GPA Salary Survey – Hourly Rate for GPC's vs. non-GPC Consultants





Becoming a GPC - Process Overview

- ▶ Step 1: Take the 5-minute eligibility survey
- ▶ Step 2: Pay your registration fee (\$539 for GPA Members)
- ▶ Step 3: Submit your eligibility packet
- ▶ Step 4: Once approved, receive voucher numbers for the exam (clock starts, you have 90 days)
- ▶ Step 5: Use online system to schedule and take your exam
- ▶ Step 7: Celebrate!



Pathways to eligibility

- ▶ Individuals must pass the following eligibility requirements:
 - ▶ Minimum education requirements
 - ▶ Minimum experience in the field with some proven record of success
 - ▶ Professional practice / Continuing education and/or Community Involvement
 - ▶ Adhere to the Grant Professionals Association (GPA) code of ethics
 - ▶ Successful completion of a multi-faceted, comprehensive exam measuring knowledge and skills in the grant profession

Category	Pathway 1 – Associate Degree or No Formal Degree	Pathway 2 – Bachelor’s Degree or Higher
Education	<ul style="list-style-type: none"> • High school diploma or equivalent from US or foreign equivalent • Associate degree or equivalent from US or foreign equivalent in any major from an accredited college or university • Successfully completed a technical training course of study • Honorably completed military training (other than Basic Recruit Training). 	<ul style="list-style-type: none"> • Minimum of a bachelor’s degree or foreign equivalent in any major from an accredited college or university
Professional Experience	<ul style="list-style-type: none"> • Five (5) years of professional experience within the past seven (7) years • Five (5) successful grant proposals over the past seven (7) years 	<ul style="list-style-type: none"> • Three (3) years of professional experience within last five (5) years • Five (5) successful grant proposals over the past seven (7) years
Professional Practice/ Continuing Education	Up to 50 clock hours of documentation of professional practice activities or continuing education within the past two (2) years	Up to 40 clock hours of documentation of professional practice activities or continuing education within the past two (2) years
Community Involvement	Up to 50 hours of community-based volunteer services within the past three (3) years	Up to 20 hours of community-based volunteer services within the past three (3) years
Total Points Possible	170	170
Total Needed	120	120



Scholarships



- ▶ GPCI offers scholarship opportunities each year
 - ▶ Typically opens in May
 - ▶ Applications due in June
 - ▶ Notification by late summer
 - ▶ Winners officially recognized at the annual GPA conference
- ▶ Scholarships managed online:
<http://grantprofessionalfoundation.org/gpc-scholarships/>



Candidate's guide

- ▶ GPCI has prepared a candidate's guide for individuals who wish to obtain more information
 - ▶ Available on website: <http://www.grantcredential.org/the-exam/competencies-tested/>
 - ▶ Contains sample multiple choice and writing prompts with responses



Eligibility packet

- ▶ In addition to the candidate's guide there is an eligibility packet template
 - ▶ Eligibility Packet Template: <http://www.grantcredential.org/the-exam/eligibility/>
 - ▶ Candidates can use this to ensure all their documentation is in order
 - ▶ Attach a current resume
 - ▶ Attach a transcript indicating degree attainment
 - ▶ Attach three signed letters of reference
 - ▶ MUST be submitted in one PDF file to regdocs@grantcredential.org

Template sections

Grant-related Professional Practice Activities / Continuing Education					
Training Event (name)	Description	Month, Day, and Year	# of hours/days		
Community-based Volunteer Services					
Agency	Description of Work	Month, Day, and Year	# of hours/days		
Grants Experience					
Grantee/Client	Name of Grant	Awarding Entity	Role on the Project	Dollar Amount	Date/Year of Award



EXAM OVERVIEW

- ▶ MULTIPLE CHOICE
 - ▶ 150 questions covering all competencies and skills
 - ▶ 4-hour time limit with two breaks allowed
- ▶ ESSAY SECTION
 - ▶ Specific prompt and data given – can focus on ANY part of a grant proposal
 - ▶ 90-minute time limit with NO breaks allowed
- ▶ Results are provided when both sections of the exam are completed
- ▶ Candidates can retake one section if they do not pass the first time (fees apply)

Multiple choice competencies and skills

- ▶ Competency #1: Knowledge of how to research, identify, and match funding resources to meet specific needs (11%)
- ▶ Competency #2: Knowledge of organizational development as it pertains to grant seeking (13%)
- ▶ Competency #3: Knowledge of strategies for effective program and project design and development (22%)
- ▶ Competency #4: Knowledge of how to craft, construct, and submit an effective grant application (24%)
- ▶ Competency #5: Knowledge of post-award grant management practices sufficient to inform effective grant design and development (8%)
- ▶ Competency #6: Knowledge of nationally recognized standards of ethical practice by grant developers (10%)
- ▶ Competency #7: Knowledge of practices and services that raise the level of professionalism of grant developers (5%)
- ▶ Competency #8: Knowledge of methods and strategies that cultivate and maintain relationships between fund-seeking and recipient organizations and funders (7%)



Writing competencies and skills

- ▶ Make a Persuasive Argument (34%)
- ▶ Organize Ideas Appropriately (22%)
- ▶ Convey Ideas Clearly (18%)
- ▶ Use Information Provided (12%)
- ▶ Use Conventional Standard English (10%)
- ▶ Following Formatting Requirements (4%)



Study guides

- ▶ GPCI does not promote any specific study guide related to the exam
- ▶ Several resources are available on the GPCI website:
<https://www.grantcredential.org/the-exam/preparation/>
 - ▶ Study Guides
 - ▶ Books
 - ▶ GPCI Literature Review
 - ▶ GPCI Accepted Training Providers



Tips

- ▶ Given the 90-day window, be ready to sit for the exam when you SUBMIT your eligibility packet. Notification of eligibility is received within 30 days and the CLOCK begins.
- ▶ Once you receive your vouchers, do NOT wait until your 90 days are almost up to schedule
 - ▶ Life happens and things occur, GPCI typically does not grant extensions except in extenuating circumstances
- ▶ Signup for our Quarterly GPCI Newsletter:
<https://www.grantcredential.org/signup/>

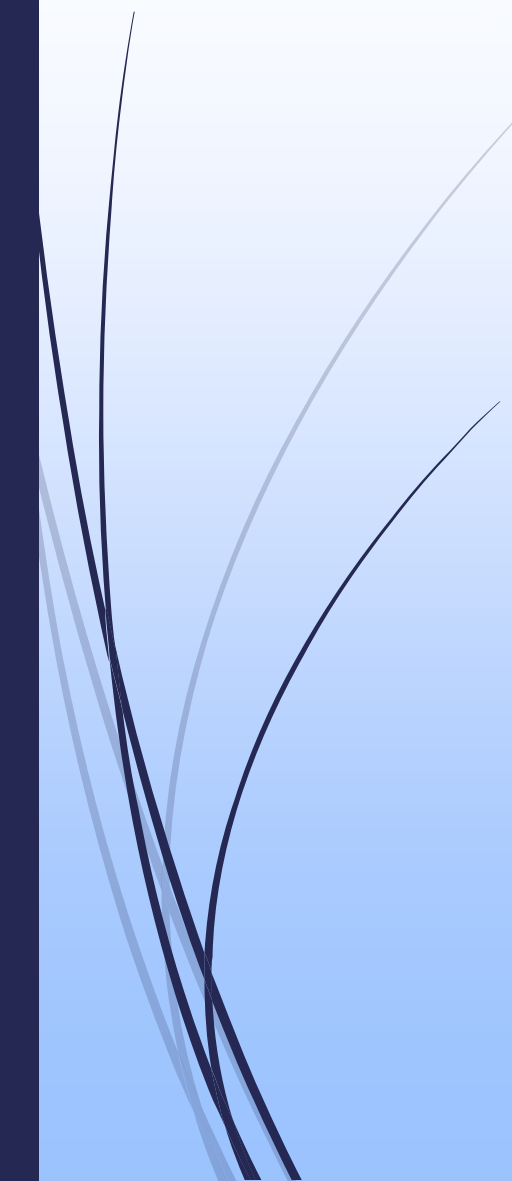


After you obtain your GPC

- ▶ The goal of the Certification Maintenance Program (CMP) is to assure the continuing competence of every Grant Professional Certified (GPC), including the adherence to professional standards and the Code of Ethics promulgated by those engaged in grant development and management.
- ▶ Download the most recent CMP manual and become familiar with the documentation needed to renew in 3 years.
 - ▶ Available here: <https://www.grantcredential.org/certification-maintenance/manual-and-application/>



Maintaining your GPC

- ▶ Within a three-year period, GPC recertification candidates must engage in no less than 105 “hours” of profession-related activities.
 - ▶ The CMP is designed around the honor system, meaning candidates will not be required to provide documentation for their CMP activities; however, GPCI will conduct random audits of GPCs. As such, candidates should keep documentation of their activities in the event they are audited.
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Certification maintenance Program (CMP) categories

- ▶ Education max 60 points
- ▶ Grant Professional Employment max 36 points
- ▶ Grant Professional Performance max 60 points
- ▶ Professional Service max 60 points
- ▶ Independent Project max 60 points



Questions?

- ▶ For more information contact GPCI
 - ▶ email info@grantcredential.org or website www.grantcredential.org
 - ▶ Stay connected - sign up for our quarterly newsletter: <https://www.grantcredential.org/signup/>
 - ▶ Scholarship announcements
 - ▶ Updated resources
 - ▶ Profiles of GPCs
 - ▶ And much, much more!

Good luck on the pursuit of your GPC!