INTERNATIONAL GRANTMAKING SYMPOSIUM

FAQs

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6. ABOUT THE IGS
7. **What is the goal of the symposium? What should registrants expect to gain from IGS?**

The IGS is an educational symposium comprised of a series of presentations and interactive workshops where participants have the opportunity to get acquainted with the rules and norms regulating international grantmaking while also gaining significant insights on compliance and best practices derived from 20+ years of experience of a leading global grantmaking organization in the United States. Aiming to provide a truly hands-on experience and a crash-course in international grantmaking, the IGS offers INSPIRATION, EDUCATION and APPLICATION!

1. **What are the topics covered?**

Sessions will include: International Grantmaking Best Practices | Overcoming challenges and seizing opportunities  IRS Rules & Regulations  Practitioners Discuss IRS Protocols: ER & ED  The Role of Anti-Money Laundering (AML) in International Grantmaking  Due Diligence and Risk Mitigation  Impact Measurement and much more!

Visit the [***IGS website***](http://www.cafamerica.org/igs/) to view the Schedule-at-a-Glance and the Detailed Curriculum.

1. **What will the application sessions entail?**

The application sessions explore the practical questions, challenges, and solutions professionals deal with in relation to international grantmaking. For example, the workshop offered on Thursday afternoon will focus on hands-on activities that bring the expenditure responsibility and equivalency determination sessions to life. Working in small groups, we will explore various case studies to determine best routes for making an international grant in the given scenarios, as well as the tools should be used to do so. Among others, we will answer the *unusual* question: Is an elephant a capital asset?

1. **What is the audience you are expecting at this event?**

The Symposium is recommended to nonprofit organizations, corporate foundations and corporations interested in engaging in international grantmaking and/or international giving. The participants will include grants managers, grants officers, other professional members of grants departments, CSR managers, corporate foundation managers and many others.

1. **Who should attend?**

The Symposium is recommended to nonprofit organizations, corporate foundations and corporations interested in engaging in international grantmaking and/or international giving. There are a variety of reasons why you may be interested in attending this symposium:

* If you are launching an international grants department or managing an existing one
* If you are a grants team member or a team lead of an organization that currently makes or would like to begin providing international grants
* If you are the primary point person for your company’s international giving strategy
* If you want to ensure that your organization’s efforts in international grantmaking are a driving force leading to greater social justice and the growth of civil society

This symposium will provide you the tools to gain an in-depth understanding of international grantmaking, identify new opportunities and successfully navigate the challenges of international philanthropy.

1. **How many people do you expect will attend?**

Aiming to deliver a truly hands-on educational experience, the IGS will be limited to a maximum of 30 participants.

1. **Where can I find bios of each of the speakers?**

To learn more about the speakers of the IGS visit [www.igsymposium.org](http://www.igsymposium.org).

1. **What does an attendee get upon completion of the IGS?**

Participants will be awarded a certificate of completion upon conclusion of the International Grantmaking Symposium organized by Charities Aid Foundation of America (CAF America) in conjunction with Johns Hopkins School of Advanced International Studies (SAIS).

1. PRACTICAL INFORMATION
2. **Where will the symposium take place?**

The Symposium will take place at the Johns Hopkins University, Paul H. Nitze School of Advanced International Studies (SAIS) in Washington, D.C. Visit the [IGS website](http://www.cafamerica.org/igs/) for updates on the exact location of the sessions or sign up to our mailing list to receive updates on the Symposium.

1. **Are any meals or beverages included?**

The registration fee includes admission to all sessions, handouts and symposium materials, refreshments provided during breaks, lunch on premises and entrance to the Thursday evening reception.

1. **Are there any hotels nearby? Are there hotel discounts for IGS attendees?**

As an IGS partner, the Kimpton Topaz Hotel will offer attendees of the IGS a discounted rate of $249/night, April 29 – May 1, 2015.

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| **Kimpton Topaz**  [www.topazhotel.com](http://www.topazhotel.com)  **Address**  1733 N Street, NW  Washington DC 20002 |  |

To receive the IGS discounted rate, please use the Rate Code: **CRP** when you make your reservation on [www.kimptonhotels.com](http://www.kimptonhotels.com) or when calling 1-800-Kimpton.

1. **Will there be parking at the symposium? What is the nearest metro access?**

The closest metro access is [Dupont Circle](http://www.wmata.com/rail/station_detail.cfm?station_id=6) (red line). Parking is not provided on campus, however there is a [public garage](http://washingtondcparking.spplus.com/Washington-Dc-1800-Massachusetts-Avenue-Nw-Parking.html) very close to the premises on 1800 Massachusetts Ave NW, Washington, DC 20036.

1. **Will the attendees earn continuing education credits by participating in the IGS?**

No, unfortunately continuing education credits are not available.

1. WHERE DO I FIND…?
2. **Where can I view and/or download the Schedule-at-a-Glance?**

To view and/or download the Schedule-at-a-Glance click [***here***](http://www.cafamerica.org/wp-content/uploads/IGS_Glance_v8.pdf)or visit the IGS website at <http://www.cafamerica.org/igs>.

1. **Where can I view and /or download the Detailed Curriculum?**

To view and/or download the Detailed Curriculum click [***here***](http://www.cafamerica.org/wp-content/uploads/IGS_Cur_v6.pdf)or visit the IGS website at <http://www.cafamerica.org/igs>.

1. PARTICIPATION FEE AND DISCOUNTS
2. **What is the registration fee for the symposium and what does it include?**

The $1,600 registration fee per participant includes admission to all sessions, handouts and symposium materials, refreshments and coffee, lunch on premises and entrance to the Thursday evening reception. Prior online registration is required.

1. **Is there an Early Bird discount available and what are its terms?**

Yes, there is an Early Bird discount of 25% on the registration fee!

Register before March 31, 2015 to benefit from the Early Bird discount. Contact John Holm at igs@cafamerica.org to request the promo code. Use this code when registering via [***this link***](https://saisdc.wufoo.com/forms/international-grantmaking-symposium-registration/) or through the IGS website and save with the Early Bird Rate!

1. **Are there any other discounts provided?**

Is more than 1 participant registering from your organization? Contact John Holm at igs@cafamerica.org to request the promo code. Use this code when registering via the link above and save 25% with the **Group Rate**!

**CAF affiliates** and **GMN members** please reach out to John Holm at [igs@cafamerica.org](mailto:igs@cafamerica.org) to inquire about further discounts.

1. **If I cancel my registration will I receive a refund?**

Cancelations made on or before March 31, 2015 will receive a refund less a $100 administration fee.

No refunds will be given after March 31, 2015!

1. WHO SHOULD I CONTACT?
2. **Who should I contact if I need assistance during registration and payment?**

If you have any questions about registration, please contact Bahar Alagheband at [execed@jhu.edu](mailto:execed@jhu.edu).

1. **Who should I contact with further questions and comments?**

To learn more contact John Holm at igs@cafamerica.org or Bahar Alagheband at [execed@jhu.edu](mailto:execed@jhu.edu) or sign up through the [***IGS website***](http://www.cafamerica.org/igs/) to receive updates on the Symposium.