

LIAM ANDERSON

Grants Coordinator

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PROFESSIONAL SUMMARY

Seasoned Grants Coordinator with 10 years of proven success in managing grant lifecycle processes for nonprofit organizations. Skilled in crafting persuasive proposals and ensuring compliance with federal regulations. Passionate about leveraging funding to enhance community programs and foster sustainable partnerships for impactful resource allocation.

WORK EXPERIENCE

Grants Coordinator Feb / 2018-Ongoing
Seaside Innovations Santa Monica, CA

- Coordinated grant proposal development and submission for various community and economic development initiatives.
- Managed funded infrastructure proposals, ensuring alignment with organizational goals.
- Led a team of 12 to streamline grant application processes, enhancing overall productivity.
- Addressed escalated issues, ensuring compliance and quality control within grant management.
- Oversaw the development and implementation of grants for the Eastern Band, ensuring alignment with funding requirements.
- Coordinated the Consolidated Application for Title I and Title II Grants, enhancing funding opportunities.
- Created a homebuyer agreement that met federal regulatory standards while establishing a centralized implementation timeline.

Grants Coordinator Feb / 2015-Feb / 2018
Cactus Creek Solutions Phoenix, AZ

- Developed an affirmative marketing plan and fair housing materials to ensure compliance with federal regulations.
- Provided technical assistance and support to subgrantees, enhancing their grant management capabilities.
- Assisted in the annual funding cycle and allocation of resources to subgrantees, optimizing fund distribution.
- Conducted data analysis to inform a 5-year strategic funding plan aligned with City Council priorities.
- Led a cross-functional team to monitor federally funded programs, achieving all compliance and financial objectives.

EDUCATION

Master of Public Administration Feb / 2012-Feb / 2015
University of Southern California Denver, CO

Focused on nonprofit management and grant writing strategies.



SKILLS



INTERESTS

- Home Brewing Wildlife Conservation
- Running Public Speaking

STRENGTHS



LANGUAGES



ACHIEVEMENTS

- Secured over \$2 million in grant funding through strategic proposal submissions and stakeholder collaboration.
- Developed and implemented a comprehensive grants tracking system that improved compliance reporting by 30%.