

Third Sector Associates

Assisting nonprofits and their communities to succeed.

- grantwriting
- public participation
- training & facilitation

Diane Meyerhoff, Principal

Education

Master of Public Administration, Maxwell School, Syracuse University, 1993
Bachelor of Arts, Political Science, Middlebury College, 1988

Experience

1992-present	Principal, Third Sector Associates, Burlington, Vermont
2005-2006	Adjunct Faculty, Champlain College, Burlington, Vermont Course: Strategic Research & Grantwriting
1997-2000	Special Projects Coordinator, Addison County Regional Planning Commission, Middlebury, Vermont
1997	Lecturer, Trinity College, Burlington, Vermont Course: Introduction to Nonprofit Management
1993-1997	Transportation Planner and Public Liaison, Chittenden County Regional Planning Commission, Essex Junction, Vermont
1991-1992	Director, Micro Business Program, Central Vermont Community Action Council, Barre, Vermont
1988-1990	Coordinator, Minority Business Assistance Program, Community & Economic Development Office, Burlington, Vermont

Selected Project Experience – Grantwriting

Burlington (Vermont) Housing Authority. Wrote successfully-funded proposals for Sophie's Place (transitional housing for victims of domestic violence), totaling \$814,940 and Webster House (transitional housing for returning offenders), totaling \$415,000). Secured a total of \$1,192,970 from the US Department of Housing and Urban Development (HUD) for a senior wellness program, refugee assistance, and new computer lab. Secured \$1,000 from the Lintilhac Foundation a wellness program.

Rutland (Vermont) Housing Authority. Wrote a successfully-funded HUD proposal for a senior wellness program, \$248,750.

City of Burlington, Vermont. Wrote the City's HUD Section 108 Loan Guarantee Program Application that authorized the City to access \$5 million in loan authority. Wrote successfully-funded \$150,000 grant proposal to the US Department of Justice for the Community Restorative Justice Center and three successfully-funded proposals (\$389,000) for Community Development Block Grants.

Resume - Diane Meyerhoff, Page 2 of 2

CyberSkills/Vermont. Wrote successfully-funded \$200,000 proposal to the US Department of Labor.

Mercy Connections, Inc. Secured \$240,000 private foundation grant for operational funding.

Women's Small Business Program (WSBP). Secured \$5,000 from the Windham Foundation to assist women pursuing agriculturally-related businesses.

Addison County Towns. Grants, totaling \$250,000, for a variety of community development activities - from recreation trails to village green planning.

Selected Project Experience – Facilitation and Strategic Planning

Central Vermont Community Action Council (CVCAC). Assistance to explore and formulate plans for two social entrepreneurship activities (Community Action Motors and the Weatherization Program).

Vermont Council on World Affairs (VCWA). Facilitation consultant for strategic planning effort of the Board of Directors.

Visiting Nurse Association (VNA) of Chittenden and Grand Isle Counties. Facilitation consultant for strategic planning effort with the staff and leadership team.

Selected Project Experience – Transportation & Public Involvement

Addison County Transit Resources (ACTR) /Addison County RPC (ACRPC). Research for organizational structure and funding of nonprofit rural transit providers (with ReVisions).

Chittenden County Metropolitan Planning Organization (CCMPO). Public participation consultant for the Metropolitan Transportation Plan, Transportation Model Update, Route 2 Corridor Study, and the Burlington-Essex Corridor Study (with DMJM+Harris). Facilitator for the Citizen Participation Committee, writer and editor for *Citizen's Guide to the CCMPO*, *Public Involvement Plan*, *Chittenden Transportation Quarterly*, *Annual Report*, and *TransActions* newsletter.

Town of Essex, Vermont. Public involvement consultant for the revision of the Town Plan.

Vermont Agency of Transportation. Public participation consultant for the VTrans Publicity and Outreach Project, Middlebury Regional Transportation Center, Albany-Bennington-Rutland-Burlington Passenger Rail Service Study (with LS Transit). Writer and editor for the quarterly *On Track* rail news and the monthly *VTrans Times* internal newsletter. Disadvantaged Business Enterprise (DBE) Program Supportive Services Consultant for the Civil Rights Division.

Selected Volunteer Work

Growing Money Advisory Board (2009-present). Volunteer for financial literacy program.

Community Capital of Vermont (2007-2009). Volunteer on the Northwest Regional Loan Board.

Women's Small Business Program. (1998-2006). Volunteer on the Business Plan Review Committee that critiques business plans for new entrepreneurs.

Vermont Children's Trust Foundation. (2005-2006). Volunteer reader for Children's Trust Fund grants.

Champlain Valley Office of Economic Opportunity's Job Start Regional Advisory Board. (1996-2000, 2002-2004). Reviewed loan fund applications and served as a sounding board for the program.

Burlington Public Works Department. Commissioner (1998-1999) appointed by the City Council.