

Blackbaud University Curriculum for Blackbaud Grantmaking™

To view a complete course description or launch a class, click a title in the listing below.

Start with eLearning *Basics* on-demand courses or jump to instructor-led online courses for hands-on learning. In each of the topic areas, courses are listed in the order they should be taken.




Click course names to launch or register for a class

Learn Basics	Learn More
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FUNDAMENTALS				
	Blackbaud Grantmaking: Basics of Blackbaud Grantmaking	<table border="1"><tr><td>●</td><td>●</td></tr></table>	●	●
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	Blackbaud Grantmaking: Basics of Proposals	<table border="1"><tr><td>●</td><td>●</td></tr></table>	●	●
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	Blackbaud Grantmaking: Fundamentals—Overview and Proposals	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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	Blackbaud Grantmaking: Fundamentals—Grant Management	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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	Blackbaud Grantmaking Fundamentals Exam 2019	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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DATA ANALYSIS				
	Blackbaud Grantmaking: Basics of Searching and Reporting	<table border="1"><tr><td>●</td><td>●</td></tr></table>	●	●
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	Blackbaud Grantmaking: Efficient Reporting and Analysis	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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	Blackbaud Grantmaking: Searching and Data Analysis 2	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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SYSTEM MANAGEMENT				
	Blackbaud Grantmaking: System Administration	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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	Blackbaud Grantmaking: Database Cleanup	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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	Blackbaud Grantmaking: Blueprint	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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AWARD APPLICATION MANAGEMENT				
	Blackbaud Grantmaking: Processing Online Applications	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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	Blackbaud Grantmaking: Designing Effective Online Forms	<table border="1"><tr><td></td><td>●</td></tr></table>		●
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-  Course Abstract
-  eLearning Course
-  Certification

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Role-Based Training Paths

Use the **Training Paths** table below to help you determine which courses to take.

The course topics are listed in recommended order, beginning with *Fundamentals*. Course titles within each topic are also listed in the recommended order. Each topic identifies one or more occupational roles for which training is recommended. To confirm which occupational roles match your job description, refer to the **Role Description** information that appears below the **Training Paths** table.

To view the courses associated to a training path topic, [return to p. 1](#) and locate the corresponding topic in the course listings table, in the green header bars.

Training Paths

Training Path	OCCUPATIONAL ROLE		
	System Administrator	Grants Manager	Program Staff
Fundamentals	✓	✓	✓
Data Analysis	✓	✓	
System Management	✓	✓	
Award Application Management		✓	

Role Descriptions

SYSTEM ADMINISTRATOR

- Maintains the database, including system configuration and global processes
- Ensures database integrity and efficiency

GRANTS MANAGER

- Processes proposals and tracks follow-up tasks
- Manages online application functionality

PROGRAM STAFF

- Enters and maintains records in the database
- Manages external grantee communication

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