



**Katie Blake,
Project Manager**

DEVELOPMENT SPECIALIST

Katie Blake, Project Manager at Hailstone Economic, is an expert in securing funding sources for the development of community projects. Katie is a results-oriented and highly motivated professional. Her expertise includes conducting research on funding opportunities, writing and editing components for grant proposals, grant management, program development, reporting and analysis, and capacity building. Katie is recognized as an innovative individual with exceptional problem solving, multi-tasking, communication and organizational skills.

EDUCATION

- Bachelor of Arts in Communications, Pace University

AFFILIATIONS

- Association of Fundraising Professionals (AFP)

SKILLS

- Project Management
- Strategic Planning
- Research and Data Analysis
- Securing Funding Sources
- Relationship Cultivation and Sustainability
- Marketing and Communication
- Public Relations
- Leadership Qualities and Development
- Organizational Development
- Multitasking/Time Management
- Database Management
- Adaptability
- Attention to Detail
- Process Oriented

PROFESSIONAL EXPERIENCE

Agency for Community Empowerment of NEPA *Community Development Coordinator*

Katie secured over \$600,000 in funding through private foundations, CDBG grants, and PHARE within her first year of employment at the Agency. She collaborated with the Executive Director and Board of Directors to create a development plan which increased brand awareness and revenue to support strategic direction. Katie sustained positive relationships with community members, nonprofit organizations, and fellow employees to cultivate a favorable operating climate while carefully developing strategies to make positive contributions to Northeastern Pennsylvania.

The Wright Center for Community Health (TWCCH) *Development Specialist*

Ms. Blake was responsible for developing strong relationships with individual donors, alumni, foundations, corporations and friends of TWCCH for the purpose of securing operational and program support. She clearly articulated TWCCH's vision, mission, goals and core values. Katie secured over \$100,000 in private grant funding towards operations and program support for TWCCH within her first year of employment. She worked closely with the communication department on projects and incentives, including an organizational wide contact database and alumni tracking system. She was responsible for securing letters of support towards specific initiatives and successfully secured over forty letters of support from government officials, community partners, and local organizations towards a Federally Qualified Health Center Look-Alike (FQLA) application, which proved successful in an FQLA designation.

Business Analyst *TMG Health, A Cognizant Company*

In this role, Katie translated business user concepts and ideas into comprehensive business requirements. She reviewed business priorities, and analyzed options, risks, and costs. Ms. Blake created project plans in accordance with project management framework standards and procedures, and developed and maintained positive, long-term relationships with customers. She identified ongoing issues and gaps within project plans to eliminate implementation issues and integrated business solutions with organizational goals while reaching consensus of the stakeholders. Ms. Blake successfully completed Medicaid Certification courses while offered and planned, facilitated and reported on quality assurance testing efforts. She was also involved in special projects and provided ad hoc/special analysis as required.