



#### Billing & Coding Clear & Simple

The correct spellings of hundreds of words are keyed to the most common misspellings, with every conceivable spelling included.

If you were sitting in a coffee shop with a good friend and they said, "I want the kind of faith that you have," and you had 10 minutes to respond, what would you say? In this concise and engaging book, Andre Regnier draws on decades of experience as a Catholic evangelist to suggest a concrete, adaptable and life-changing approach to evangelization. Providing an intuitive introduction to the Christian concept of conversion, as well as a practical guide to engaging in spiritual conversations, Clear & Simple goes beyond any particular evangelistic program to communicate the heart of relational ministry and care for souls: intentional spiritual conversations. Here is a timely resource that not only equips readers to respond to the Church's call to mission, but proposes an approach of evangelization fostering greater faith, hope, and charity in the Catholic evangelist.

Are you planning to write a grant? Do you wish you had a mentor to take you through the process? Grant Writing - A Clear, Simple and Concise Guide gets to the heart of grant writing and is focussed on you - the individual grant writer. Grant Writing - A Clear, Simple and Concise Guide: \*talks to you, peer-to-peer\* works for beginners right through to seasoned writers \*is easy to follow and mapped to the grant application\* gives you the skills, confidence and know how to find funding streams, develop your project and write your submission \*maps the process from the initial search for funding right through to the assessor's perspective\* drives you to find your unique voice, as opposed to finding text to copy \*is based on years of experience in grant writing and has been used internationally to secure funding\* looks at the dynamics of your organisation and steers you clear of the grant-writing pitfalls Whether you want to strengthen your grant writing skills or are considering your own business, Grant Writing - A Clear, Simple and Concise Guide will get you started.