

A composite background image for the top half of the slide. On the left, there is a stack of white papers with blue lines, slightly blurred. On the right, there is a circular clock face with black numbers and hands, also blurred. The background is split vertically into a light blue/purple left half and a light purple/pink right half.

Success in Grant Writing

A composite background image for the bottom half of the slide. On the left, there is a stack of white papers with blue lines, slightly blurred. On the right, there is a circular clock face with black numbers and hands, also blurred. The background is split vertically into a light green left half and a light yellow right half.

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Goals for the Session

- Identify grant opportunities
- Finding available grants
- Learning how to read the application kit
- Basics in all grant applications
- Skills to write a grant application

Grant Identification

- With the team, identify the program needs
- Create a laundry list in order of importance
- Update periodically based upon new needs and change in funding
- Keep the program manual updated



Grant Identification

- Look for grants that fit the program
- Don't make the program fit the grant funds
- Create a list of funders with usual dates that applications become available





Finding Available Grants

■ Federal grants

- BJA } www.ojp.doj.gov/
- OJJDP } programs/program.html
- SAMHSA
- DOL
- NHTSA
- DOT
 - www.grants.gov

Finding Available Grants

■ State of Missouri

- Department of Public Safety
- Division of Highway Safety
- Children's Trust Fund





Finding Available Grants

■ Local

- Governmental entities
- Local businesses

■ Foundations

- Robert Wood Johnson Foundation
- Annie E. Casey Foundation
- National foundations
- Local foundations

Reading the Application

- Who is eligible to apply?
- What will funds cover?
- When is the application due?
- How long will the grant run?
- Is there a match required?
- What are the format requirements?





Reading the Application

- Federal grants need a DUNS number
- Federal grants need registration on CCR
- Many foundation grants need recipients to be a 501(c)(3)



Basics in All Grants

- Problem to address in the proposal-provide data
- Measurable goals and objectives or strategies
- Budget and budget narrative
- Sustainability plan after funding is over



Skills in Grant Writing

- Follow the order listed in the grant guidelines
- Make headers for each section
- Be succinct
- Gather local and state data to support the problem/request
 - www.census.gov
 - http://www.dmh.mo.gov/ada/report_sstatistics.htm

Skills in Grant Writing

- When scoring of applications is provided, make sure to put the most emphasis on the areas with the highest point value
- Tables can sometimes be a help in saving space if the number of pages is limited





Skills in Grant Writing

■ Budget

- Note the maximum funding limit
- Make sure to include the computations for the requests
- Identify the funds that will be used as match
- Don't include items that are not funded in the grant



Skills in Grant Writing

■ Budget continued

- Unless the guidelines request it, there is no need to include more match than needed.
- Different types of match include cash and in-kind.
- Cash match is new money such as participant fees or annual funding from State General Revenue



Skills in Grant Writing

■ Budget continued

- In-kind match includes staff salaries, program components that are already funded
- Budget narrative should explain all expenditures in the budget
- Ask for only what you need not the maximum unless it's needed



Skills in Grant Writing

■ Assurances

- Supplanting – if you are already paying for something, you can't move the funds away from an area to cover it with grant funds
- Sometimes the assurances are completed on-line or a form is included with the packet.

Final Thoughts

- Make sure to have the team help with different parts of the grant
- Identify one person to put it all together to make it flow with all of the parts.





QUESTIONS?