The Nuts and Bolts of Grant Writing

What You Need to Know to Write a Grant Proposal

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Agenda

- Introduction
- Funding Sources
- The Problem Statement/Needs Assessment
- Components of a Proposal
- Methods
- Evaluation
- Sustainability and Future Funding
“A grant proposal is not merely a request for money. It is much more than that. And a grant award is not just funding. It is a tool, a means to an end, an investment in change.”

(The Grantmanship Center, 2016)
Grant Life Cycle

1. Generating Your Idea
2. Finding Funding
3. Developing Your Proposal
4. Submitting Your Proposal
5. Award Negotiation & Set-up
6. Managing Your Award
7. Closeout Project

GRANT LIFE CYCLE
What is the Need or Problem?

- How do you know it is a need/problem?
- What is the target population that you are trying to help?
- Is the problem/need urgent? Why does it need to be addressed now?
- Why should it be your organization that addresses the problem/need?
Funding Sources

- **Foundations**
  
  Robert Wood Johnson ([www.rwjf.org](http://www.rwjf.org)) - provides a wide array of programs to help build a national culture of health
  
  CATCH Global Foundations ([https://catchinfo.org/about/catch-global-foundation/](https://catchinfo.org/about/catch-global-foundation/)) Links underserved schools and communities to resources.
  
  Walmart Foundation – ([Giving.Walmart.com](https://Giving.Walmart.com)) *Community Grant Program*

- **Government-Federal grants**
  
  Grants.gov – *Visit Grants Learning Center*
  
  USA.gov – *gov. grants and loans for states, orgs, & individuals*
  
  USDA.gov - Farm To *School- funding to support efforts that improve access to local foods in schools.*

- **Nevada Office of Grant Procurement**, Coordination, and Management- help to support by removing barriers to federal grant funding. ([grant.nv.gov](http://grant.nv.gov))
Major Components of a Proposal

- Cover Letter/Letter of Intent
- Organization Summary
- Purpose of the Grant
  - Problem and Need
- Goals and Objectives (S.M.A.R.T.)
- Methodology
  - Activities/Intervention Strategies
- Evaluation
  - Pre and Post Survey/ Qualitative quotes
  - Impact
- Budget
- Sustainability – Future Funding -Pending Support
Grant Writing Tips

- Use clear, specific language
- Write in the third person
- Use 12-point font
- Don’t alter funding forms
- Don’t cheat on margins and header/footer spacing
- Don’t use acronyms without stating what they represent
- Don’t use trendy word’s
- Don’t use unnecessary and big words to sound knowledgeable
- Don’t confuse affect and effect; accept and except; and among and between
The Problem Statement/Needs Assessment

- Collect Information About The Problem
  - School District
  - State or County Health Department
  - Centers For Disease and Control and Prevention

- Collect New Data
  - Surveys
  - Focus Groups

- Elements of the Problem- Describe evidence of the problem. Describe to what extent you intend to resolve the problem.
Methods

- Should flow Naturally from Problem and Objectives
- Clearly Describe Program Activities
- Sequence of Activities - Timeline
- Recruitment and Training, Volunteers, and Key Staff (Biographies)
- Include organization and Partners
- How will you evaluate?
- Presents a reasonable scope of activities that can be accomplished within the time
Evaluation

- How will you Evaluate your Project?
- How Do You know if you are successful?
- Formative Evaluation
- Summative Evaluation
- Identify Key Indicators of Success
- Outline Data Collection and Analysis Activities
- Develop a Timeline to Monitor the Success of the Program on an ongoing basis.
Now You Wait
Sustainability and Future Funding

- Do you intend to continue the project?
- How will the project sustain itself in the long run?
- What plans do you have for future funding?
- Letters of support or commitments