

The Nuts and Bolts of Grant Writing



What You Need to Know to Write a Grant Proposal

**Presented By
Millicent Braxton**

**University Of Nevada Cooperative Extension
February 9, 2019**



Agenda

- ▶ Introduction
- ▶ Funding Sources
- ▶ The Problem Statement/Needs Assessment
- ▶ Components of a Proposal
- ▶ Methods
- ▶ Evaluation
- ▶ Sustainability and Future Funding



So You Want A Grant?



“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



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) - *provides a wide array of programs to help build a national culture of health*

CATCH Global Foundations (<https://catchinfo.org/about/catch-global-foundation/>) Links underserved schools and communities to resources.

Walmart Foundation – (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)

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 on-going 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

