# 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



#### 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 (<a href="www.rwjf.org">www.rwjf.org</a>) - provides a wide array of programs to help build a national culture of health

CATCH Global Foundations (<a href="https://catchinfo.org/about/catch-global-foundation/">https://catchinfo.org/about/catch-global-foundation/</a>) 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**

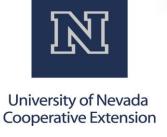
- How will you Evaluate your Project?
- How Do You know if you are successful?
- Formative Evaluation
- Summative Evaluation
- Identify Key Indicators of Success
- Outline Data Collection and Analysis Activities
- Develop a Timeline to Monitor the Success of the Program on an ongoing basis.





# 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

