

Be Grant Savvy:

QUICK TIPS FOR SUCCESSFUL GRANT WRITING



If you need additional funding to stretch your budget, grants are an excellent resource! Expert granting writing skills are not required, but a good plan can set you up for success. Here are a few tips to help you become grant savvy. Go to: snp.gadoe.org>Resources>Grants

1 PLAN

First, what are your program needs? New equipment, nutrition education resources, or school gardens? Second, who is going to benefit from the funding, and what is the expected outcome? Having a vision or goal can help you describe your request in detail. Lastly, do not wait until the last minute! Poorly written or incorrectly formatted applications are a primary reason, grantors do not approve funding.

2 PREPARE

READ the application thoroughly and then read it AGAIN! Note any dates or deadlines, specific instructions, or attachments that need to be completed. Gather essential information such as budgets, quotes, costs, and other data including F & R numbers, meal participation, and district enrollment. Be sure to keep this information handy to ease inputting application details.

3 RESEARCH

Do your homework. Who needs to be involved? Consider any potential support, procedures, and pertinent information that impacts the application process. New equipment or technology may require additional labor, parts, or expertise that must be factored into costs. Do your education materials meet the standards, and will educators support it? Get all the facts.

4 WRITE

Be clear, concise, and compelling! What makes you the best candidate? Grantors connect well with applicants who are passionate and can tell their stories. No one knows your program like you do. Do your needs align with the grant? Is this funding solving a problem? What evidence is there to support the goal? Keep this in mind as you write.

5 REVIEW & REVISE

Read your responses out loud. This is an easy way to catch your mistakes. Enlist the help of others when it comes to proofreading—many eyes and input can take your application from good to great! You may know someone who is gifted with words and editing. Ask for help!

6 STAY FOCUSED

Before pressing submit be sure your application is complete. If you receive an approval letter, great job! If not, apply again. You can also contact the grantor and ask how to improve your application for the next opportunity. Also, review our list of grants on our website at snp.gadoe.org>Resources>Grants. A variety of grants are available and updated continually.