

Tips on Applying for Grants

Applying for funding through grants can take a lot of time and energy. In order to make the most out of your efforts, it's best to keep a few things in mind:

1. **Have a good strategic plan.** By having a good plan, potential funding agencies can see how the money they give you will support your work as a whole. In addition, it will help you decide what grants to pursue. Money that funds work that doesn't bring you closer to your goals is not worth receiving.
2. **Establish your eligibility first.** Before spending time planning or writing a grant, but sure you are eligible to receive funding. If you are not but you really want to apply for the funding, look into partnering with an organization that meets the eligibility requirements.
3. **Do your research!** Some funders support the implementation of activities and programs. Some funders only grant money to organizations who do research. Some funders will support staff salary while others want 100% of the money to go to programs and services.
4. **Make a connection with the funding organization.** Before writing your grant application, figure out the main contact and let them know to expect your application. This allows you to begin to establish a relationship, as well as have a person to direct questions to should you need assistance. They may also be able to connect you with previous awardees.
5. **Follow the application instructions!** Writing a grant application is not a time to get creative with formatting, font, or language! Save the creativity for your project ideas! Give the funders exactly what they are looking for. Use their scoring criteria as headings for your application. Make it easy to find all the required elements, and keep your application formatted in a clean and simple manner. Additionally, if submitting any documents via electronic means, be sure anything you create is printable.

Resources

Tips from the National Institutes of Health:

- http://grants.nih.gov/grants/grant_tips.htm
- <http://deainfo.nci.nih.gov/extra/extdocs/gntapp.pdf>

Ten Simple Rules for Getting Grants

- <http://journals.plos.org/ploscompbiol/article?id=10.1371/journal.pcbi.0020012>

Books

- Howlett, Susan and Renee Bourque. *Getting Funded: The Complete Guide to Writing Grant Proposals*. 5th ed., completely rev. and updated. Seattle, WA: Word & Raby Pub., 2011.
- Clarke, Cheryl A. *Storytelling for Grantseekers: A guide to Creative Nonprofit Fundraising*. 2nd ed. San Francisco: Jossey-Bass, 2009.
- Geever, Jane C. *The Foundation Center's Guide to Proposal Writing*. 6th ed. New York: The Foundation Center, 2012.
- Margolin, Judith B. *Grantseeker's Guide to Winning Proposals*. New York: The Foundation Center, 2008.
- Payne, Mary Ann. *Grant Writing Demystified*. Dubuque, IA: McGraw-Hill, 2011.