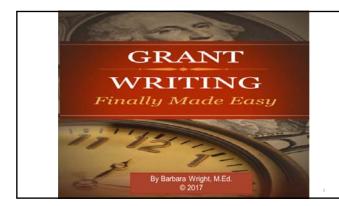
GRANT WRITING FINALLY MADE EASY HANDOUTS



Grant Writing Finally Made Easy Agenda

Introductions & Networking

- Session 1: Before You Write Grants
- Session 2: Components of Most Grants
- Session 3: Practicum I: Writing the Grant
- Session 4: Practicum II: Finalizing the Grant

All sessions followed by question & answer session.

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"Grant	writing	Finall	ly Mad	le Easy"

INTRODUCTIONS & NETWORKING Tip: Collect business cards or exchange information with as many popular as a second control of the collect business cards or exchange information with as many popular as a second control of the collect business cards or exchange information with as many popular as a second control of the collect business cards or exchange information with as many popular as a second control of the collect business cards or exchange information with as many popular as a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange information with a second control of the collect business cards or exchange in the collect business cards

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Introductions & Networking Workshop Objective



The objective of this workshop is to introduce new or existing organizations to an exclusive grant writing system that will help you to write quality grants, to support your mission, in half the time. The workshop includes tools, tips & techniques for making your grant more attractive for funding, finding the commonalities and differences in grant RFPs, locating sample grants, locating open grants and step by step instructions for using the exclusive questionnaire template.

Organizing Your Grant writing Team

Organizing Team to a later mambers that could help with the d

Potential Member	Contribution	Contact Information

		PARTNE nt types of communit hey are in advance c	y partnerships. You	may not need them all at once, nt writing process.
Non-Profit:	For-Profit:	Government Agency:	School:	Faith-Based Program

Request for Propo Tip: Once you think you have the p appropriate for y		w Form the wRig
Barb's Big 10 Ex	clusive Time Savi	ng Grant <u>Review F</u>
Name of Grant:		
Agency:		CFDA #:
Due Date		Notes:
Eligibility		
Match		
Number of Grants		
Award Ceiling		
Award Floor		

EDA HOQ TA HOQ 2016 2016/ PY 2016 - FY 2018 EDA Planes	TSB Program and Local Technical Assistance Program
Department of Commerce	
GENERAL INFORMATION	
Document flype:	Goods Notice
Funding Opportunity Number:	EDAHDO-TAHDO2816-298478
Funding Opportunity Title:	FY 2016 - PY 2016 EDA Planning Program and Local Technical Assistance Program
Opportunity Category:	Discretionary
Opportunity Category Explanation:	
Funding Instrument Type:	Cooperative Agreement Grant
Category of Funding Activity:	Other (see land faild entitled "Explanation of Other Calegory of Funding Activity" for clarification). Regional Development
Category Explanation:	Regional planning and local technical accordance
Expected Number of Awards:	
CFDA Number(n):	11.302 - Economic Swelsprent, Support for Planning Organizations 11.363 - Economic Swelsprent, Sectorical Assistance
Cost Sharing or Matching Requirement:	
Version:	Sness 2
Posted Date:	Dec 10, 2015
Lant Updated Date:	Sep 14, 2018
Original Clinking Date for Applications:	Applications are excepted on a continuing basis and processed as received. This Planning and Local Technical Assistance opportunity, will remain in effect until supersedad by a biture announcement.
Current Closing Date for Applications:	Applications are accepted on a continuing basis and processed as received. This Planning and Local Technical Assistance opportunity will remain in effect until superceived by a future announcement.
Archive Date:	
Estimated Total Program Funding:	
Award Ceiling	1300,000
Award Finor:	W .

	SAMPLE GRANT OPPORTUNITY-
	CONTINUED
CUGBILITY	
Elgibio Applicants:	Cot to traveling parentered. Cot to traveling parentered. Special defined parentered. Special defined parentered. Parent defined parentered pa
Additional Information on Eligibility:	Founds in siche 3 of the Palis into set Elizano Construction (Service (Serv
ACCITIONAL INFORMATION	
Agency Name:	Department of Commerce
Description	Financial FIRES, ES Amonous person priors and application considers for profession of resembles after the Financia part (as an indicate a support of the contribution) and the contribution of the prior person particles and the contribution of the prior person particles and the contribution of the asset of response and the prior person particles and the
	profitations of higher education, and other eligible recipients to undertake and promote effective economic development programs through projects such as lessobility analyses and impact studies.
	was wite gov
Link to Additional Information: Grantor Contact Information:	was wite gov

	Tip: Con	Practicum I: W	to a successful grant application	in half the time.
VECUTIVE SUM	MARY/ARSTRACT: (Who V	Vhat, When, Where, Why & How Much?)		
		why? What is the National problem? What		fix it?)
OAL.	OBJECTIVES	IMPLEMENTATION	EVALUATION	OUTCOME
Vhat will you & your ollaborative do? 'o develop, improve,	How will you do it? By providing or developing:	What & when will you do it: hourly, daily, weekly, monthly, quarterly, or annually?	How will you evaluate your success or failure?	What are your projected results: % of +(increase) or- (decrease)
nerease, or decrease:	Activity 1:	Activity 1:	Activity I:	Activity 1:
ical:	Activity 2:	Activity 2:	Activity 2:	Activity 2:
	Activity 3:	Activity 3:	Activity 3:	Activity 3:
Collaborative				
		Budget \$	Budget: S	-
		Equipment Supplies Travel	Supplies Contracts	
		SUBBORTING STATE & MISCEL	LANEOUS & RESEARCH GRANTS	
		RISOURCISWEISITIS	LECTION & RESIDENCE TO CALLED	NOTES

	Tip: Complete this template to l	m II: Finalizing help guide you to a successful;	tne Grant grant application in half the time.	
IMELINE	MANAGEMENT	DISSEMINATION	SINTAINABILITY	HDGIT
Duarter 1: uctivity 1: uctivity 2: uctivity 3: Duarter 2: uctivity 1: uctivity 2: uctivity 3: Duarter 3: uctivity 1:	n? Who will manage your program? What are their errodurish? At How much will they be paid? Full. Time Contractors	How will you inform the stakeholders of your program?	How will you pay for the program when the grant is panc? Fundatising Grant Solicilations	thus much meansy do you need it have sai you spend in? Quarterly: Youty:
uctivity 2: uctivity 3: luuriter 4: uctivity 1: uctivity 2: uctivity 3:	Budget.S Salaries Fringe Benefits Contracts	Budget: \$ Internet Websile Media Campaign Expos Workshops Direct Mail	Budget S Funds Developer Fundraisers Green	TOTAL BUDGET:
	SUPPORTING S RESOURCES/WEBSITES:	STATS & MISCELLANEOUS & RES	EARCH GRANTS Notes:	

		Barb	's Exclus Tip: If you bring When, Where, Why	sive All- it all together, & How Much?)		rant Ten			
	OBJECTIVES	DIPLEMENTATION	What is the Nation	OUTCOME.	II is the local program	MANAGEMENT	DISSEMINATION	SUSTAINABILITY	BUDGET
your collaborative	By providing or developing:	What & when will you do it: hourly, daily, weekly, monthly, quarterly, or armually? Activity 1:	How will you evaluate your success or failure? Activity 1:	projected results: % of +(increase) or - (decrease)	What is your timeline for implementation? Quarter 1: Activity 1: Activity 2:	Who will manage your program? What are their credentials? & How much will they be naid?	How will you inform the stakeholders of your program?	How will you pay for the program when the grant is gone? Fundraising Grant Solicitations	How much money do you need & how will you spend if?
Geal:	Activity 2: Activity 3:	Activity 3:	Activity 2:	Activity 2: Activity 3:	Ouarter 2: Activity 1: Activity 2: Activity 3: Quarter 3: Activity 1: Activity 2: Activity 2: Activity 3: Quarter 4: Activity 1: Activity 3: Activity 3:	Full-Time Part-Time Confractors		Corace Sourceautes	Quarterly: Yearly:
		Budget-S Equipment Supplies Travel	Budget: \$ Supplies Contracts	_		Budget.S Salaries Fringe Benefits Contracts	Budget: S Internet Website Media Campaign Expos Workshops Direct Mail	Budget: \$ Funds Developer Fundraisers Grants	TOTAL BUDGET: