Grant Writing Workshop

GrantQuest

PART 1

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Workshop Goal

Participants will …

- *develop* basic skills;
- *understand* basic mechanics for securing grants;
- *find* funding sources; and
- *have* resource materials
The title, *GrantQuest*, indicates the unique approach that will be used to help participants develop the skills necessary to prepare a proposal for submission to a funding agent.
What is this unique process?

- It is interactive . . .
  - you will construct knowledge
  - you will interact with others
  - you will critique and be critiqued
- It is technology-based . . .
  - you will use a computer
  - you will use the Internet
  - you will use basic applications
What does this mean?

- You will be guided in
  - finding the sources you need to learn the process
  - using the Internet
  - producing proposal items
- You will have to work
ANY QUESTIONS?
Before we start
GrantQuest
Setting our sights
The “What” of This Experience

- What do you want out of these next 2 days?
- What do you expect to do with the information?
- What will be your next steps after the workshop?
Your Personal Goal

- Establish a personal goal for yourself - what you want to walk away knowing
- Record the goal
- Let’s agree to revisit your goal at the end of our time together
Where do we start?

How about a definition of a “Proposal”
Let’s Brainstorm
By the way...

- The “brainstorming” process greatly aids in the task of proposal development
- Learn the process!
- Use the process!
- Perfect the process!
So what is a proposal?
Using the Internet

To get the information ABOUT PROPOSALS
Sites to Search

http://fdncenter.org/

http://www.anovember.com/grants.html

http://www.oryxpress.com/miner.htm

http://www.mde.state.mi.us/
What did you discover?

A *Proposal* IS…
a “contract” you offer a funding source to change a “need” you have identified through a definite “Plan of Action.”
A proposal has

- Definite form
- Definite components
- Definite limits
- Definite requests
- Definite commitments
- Definite agreements
A proposal is...

- putting forward an offer
- a product or service to solve a problem
- a written expression of your offer
- an expression of your competence to deliver
A proposal should...

reflect the thoughtful planning of an applicant seeking funds to respond to identified needs
The purpose of a proposal...

is to “convince” a funding source to take a chance with you - to give you money to do something
A winning proposal must...

- match the funding source’s priorities
- be easy to read
- be uncomplicated
A good proposal presents...

- an innovative and testable idea
- convincing argument that the applicant can accomplish the proposed work
- a reasonable budget
Like any offer...

your proposal will be judged in terms of the benefits it promises. The greater the benefits, the more compelling your offer.

Don’t assume these benefits are obvious. You must point them out!
A good proposal explains

- benefits to a targeted population
- how time is saved or costs lowered
- return on the funding source’s money
A good proposal has... a distinct message that shines through every section, page and paragraph.
A good proposal gives...

a message expressed in one word: *Confidence*, that is confidence in your ability to produce, provide or implement the proposed project
Keep in mind...

the intent of your proposal is to SELL your ideas to the funding source
Your proposal must...

convince the funding source that you (1) are offering what they want; (2) can deliver what you say; and (3) will deliver on schedule and within budget
Summarizing!

Please watch the video monitor