

Grant Writing Basics & Resources for Schools

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Quick Intro & Background

A little about
SMART and
EMEDA

A little about
my
background

Overview

Types of Grants

Grant Writing Process/Procedures

Grant Elements/Sections

Additional Tips

Resources

Types of Grants

Local Grants

- Port Authorities
- Chamber of Commerce
i.e. Caviar grant
- Local Nonprofits

State and Federal Grants

- Montana Arts Council
- MT Department of
Commerce – Comm.
Dev Division:
Broadband for
Montana Schools
- Department of
Education

Corporation Direct or Corporation-Sponsored Grants

- WBI via MDU
- Monsanto
- Lowe's

Types of Grants cont.

STATE OR FEDERAL GRANTS

- Usually very strict in their goals and objectives of grant program
- Usually have strict guidelines, formatting requirements, etc. for grant submittal
- Usually formal, and often performance-based reporting
- Local grant applications may be shorter in length

PRIVATE FOUNDATION GRANTS

- Usually advance a particular cause
- May be geographically-based
- May limit characters or words; often shorter than federal grants
- Reporting can vary based on foundation
- May be less formal in evaluation
- May ask for a Letter of Intent before grant is applied for

Grantwriting Process/Procedures

- Research and understand your school district's requirements
 - Approvals needed?
 - Administrator signature required?
 - Approval based on grant amount?

Grantwriting Process/Procedures

- Preparation is KEY
 - Start with your project idea then build goals and objectives to achieve it
 - Understand level of project (lesson plan – based, infrastructure-based, etc.), will inform your grant search
 - Research grants available locally and nationally
 - Develop your own regional grants database
 - Strategize and plan your approach to grants

Grantwriting Process/Procedures

- Plan for Grant Implementation
 - Identify individuals who will implement grant
 - Identify individuals who will manage grant
 - Who will file final report?

Grantwriting Process/Procedures

- Adhere to grant application sections
- Example sections typically found in grant applications are:
 - Introduction to the Organization
 - Project Description
 - Need
 - Project Plan and Activities
 - Budget
 - Evaluation
 - Supporting Documents
 - Abstract (often written last)

Grant Elements/Sections

- Introduction to the Organization
 - Concise sentences introducing grant reviewer to your school

Grant Elements/Sections

- Project Description
- Project Need
- Aka Project Narrative

Grant Elements/Sections

- Project Plan & Activities

Grant Elements/Sections

- Project Plan & Activities

Activity	GY1				GY2			
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
• Develop items for survey	■							
• Review and revise items with experts' panel.		■	■					
• Pre-test items with representative sample of target population.		■						
• Program software to administer survey.			■	■				
• Prepare survey sites for study.			■	■				
• Recruit and train Study Reps.			■	■				
• Recruit 1,000 subjects and administer survey at 5 sites.				■	■	■	■	
• Statistical analysis of data.							■	■
• Preparation and submission of manuscripts to peer-reviewed journals.								■

Source: <https://writingcenter.unc.edu/tips-and-tools/grant-proposals-or-give-me-the-money/>

Grant Elements/Sections

- Budget

- May be in narrative form (i.e. descriptive paragraphs) or in table form, depending on funding agency preferences.

Grant Elements/Sections

- Budget

Project Expenses	Moses Taylor Foundation Request	Other Funding*	Total	Line Item Description
Personnel				
Salaries and Wages				
Fringe Benefits				
Non-Personnel				
Project Partners and Consultants				
Occupancy/Utilities				
Equipment				
Supplies and Materials				
Printing and Copying				
Staff and Volunteer Training				
Travel/Transportation				
Communications and Outreach				
Maintenance				
TOTAL				

* List sources and amounts of other funding received and anticipated.

Grant Elements/Sections

- Evaluation
 - Inquire about how to measure results
 - Inquire about expectations

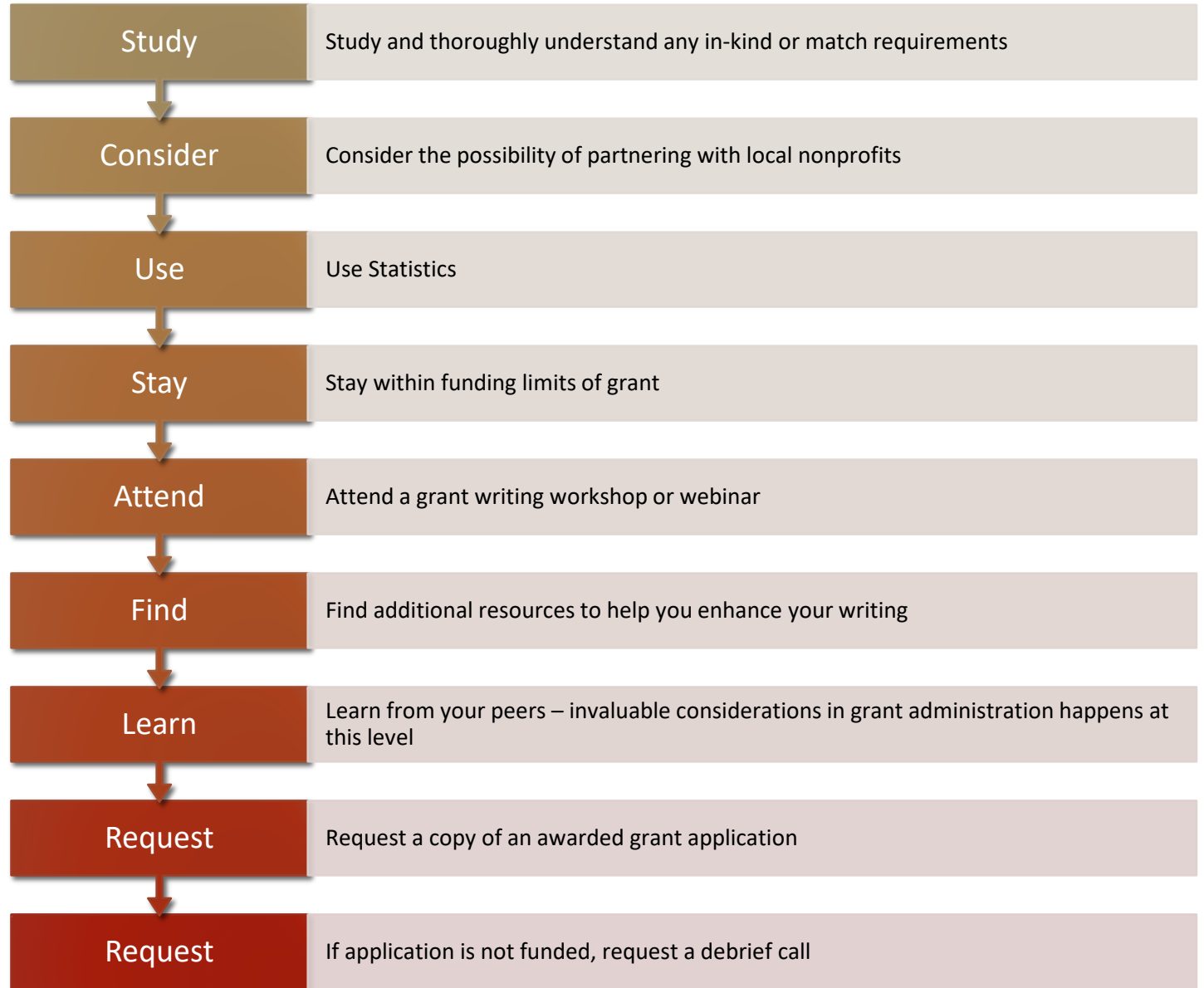
Grant Elements/Sections

- Supporting Documents

Grant Elements/Sections

- Abstract

Additional Tips



Resources

<https://www.folletlearning.com/wps/wcm/connect/a642c498-1ace-427d-bb46-f53a478cdaf1/master-list-of-grants-2018.pdf?MOD=AJPERES&CVID=l.pP1f6>

<https://www.getedfunding.com>

[https://art.mt.gov/grants awards comm home](https://art.mt.gov/grants_awards_comm_home)

<http://glendivechamber.com/paddlefish/>

<https://www.kidsdiscover.com/teacherresources/apply-grant-writing-guide-teachers/>

<https://www.mtcf.org/About/Local-Community-Foundations#71871-find-a-local-community-foundation-near-you>

Néá'eše
(Thank You)!