What is the Golden Rule of Grant Writing?

Show how funding your project will enable them to meet their mission!

Rules to follow:

- Read the guidance documents (rules!)

- Identify all requirements that will take time

- Allow plenty of time (NO procrastination)

- Without the guidance document write down everything about your project you can think of, just jot down your thoughts, this is only for your use

- Go through the rules-generally they will have a suggested or required format-and what they want! List what you don't have (yet).

- NOTE THE TIES BACK TO THE GOALS OF THE FUNDING

MORE Rules:

- Check your progress on public hearings, letters of commitment/support, et cetera
- Write the grant (one day or many) following ALL formatting guidelines—leave blanks as necessary
- Now use your jotted notes to make sure all important items are in the grant IF they are applicable
- Share with those who know the project and those who don't
- Do their comments tie to the goals of the funding?
- REPEAT until all blanks are filled and all requirements are met

Miscellaneous:

- Use an invisible narrator

- Sincerity matters! BUT limit the adjectives & adverbs

- NO committee writing submittals

- Document all commitments from partners

- Write at the same level as the guidance

- Examine your answers to make sure you truthfully answered all questions and did not fill any with empty rhetoric

- ALWAYS ask for feedback, do de-briefs and if you have the chance, do sign up to review grant applications

Show them your project helps them to meet their goals!