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## The OLRC News

# Tech Talk

### Grant Writing Tips Available on the Internet

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Several helpful websites have emerged on the Internet that can be very helpful to both new and experienced grant writers. The purpose of this publication is to provide a brief description of some of the sites available. All sites were checked and working as of December 2000; however, the nature of the web is that websites often move locations and change addresses.

#### On-Line Courses

The Foundation Center has developed a short on-line grantwriting course in two parts. Their advice is that the proposal does not stand alone. It must be part of a process of planning and research on, outreach to, and cultivation of potential foundation and corporate donors. The web address is <http://fdncenter.orr/onlib/shortcourse/prop1.html>. The Foundation Center also offers several in-person training sessions. The schedule for their seminars is located at <http://fdcenter.org.marketplace/training/index.html>.

The University of Michigan created an on-line Proposal Writer's Guide that breaks down the grantwriting process into several steps such as title page, abstract, background section, etc. The focus of this guide is more for research or curriculum development grants, but some of the advice is applicable to all grantwriters. The site is located at [http://www.research.umich.edu/research/proposals/proposal\\_dev/pwg/PWGCONTENTS.HTML](http://www.research.umich.edu/research/proposals/proposal_dev/pwg/PWGCONTENTS.HTML).

Scholastic's website includes an on-line grant seminar. Although some of the examples are geared toward elementary school grantwriting, the process provided is an excellent guide. The web address is <http://teacher.scholastic.com/professional/grants/getstart.htm>.

#### General Advice - Proposal Writing

The Grants Information Center at the University of Wisconsin at Madison has created an extensive list of proposal writing Internet resources. Especially recommended are the links to Guide to Proposal Planning and Writing and Getting Funded: It Takes More Than Just a Good Idea. This master list is located at <http://www.library.wisc.edu/libraries/Memorial/proposal.htm>.

The "Grantseeking 101" section of Grantscape offers advice for beginning grantwriters. They say that a successful grant, in terms of project funding and implementation, is one that has the right project idea matched to the priority of the right funder and is submitted in a well-written proposal. They offer tips such as "beginning to write" and "pacing yourself." The website is located at <http://www.grantscape.com/omaha/grants/services/101.html>.

Proposal Development, a website developed by the Pennsylvania State University Research and Technology Transfer Organization, includes a reprint portion of Proposal Development Handbook written by Dean Kleinert and Libby Costello of the Office of Federal Programs. It explains how to develop a statement of need, goals and objectives, methodology, budget and proposal elements. In addition, there is identification for funding opportunities and a bibliography of print sources. It's located at <http://infoserv.rtttonet.psu.edu/spa/fac-guid.htm#pd>.

J.C. Dowling Foundation has developed a website with good general guidelines. They provide advice from the perspective of a grantmaker and aim to help people write better proposals. You can find their website at <http://www.jcdowling.org/resources/generalguide.htm>.

The Association for Supervision and Curriculum Development offers an on-line version of an article entitled "Designing Successful Grant Proposals" by Donald C. Orlich.

Included is a form to help evaluate the quality of the problem or needs statement and a checklist for proposal development. The site is located at <http://www.ascd.org/readingroom/books/orlich96book.html#chap1>.

Tips on Foundation Fundraising is a great website from the Public Welfare Foundation. One goal of this website was to make the Public Welfare Foundation's process as open and accessible as possible; however, their advice includes good general tips on foundation fundraising. Their web address is <http://www.publicwelfare.org>.

### On-Line Articles

CharityVillage.com provides access to two useful articles "Understanding the Funder and the Proposal" and "Proposals that Appeal or Appall" at <http://www.charityvillage.com>.

An article entitled "Take the Suffering Out of Seeking Grants and Make It More Than Worth Your Time" by Larissa Golden Brown offers good general advice. It's located at <http://www.spiritone.com/~lm/fearless.htm>.

### Budget Development

The University of Idaho has developed guidelines for budget preparation. This breaks down the various components of developing a budget such as travel, personnel, cost-sharing, etc. Access it at <http://www.uidaho.edu/research>.

### Sample Letters, Sample Proposals, Grantmaker Approach Tips

The Tucson-Pima Public Library has created a helpful website for novice grantseekers at <http://www.lib.ci.tucson.az.us/granseek/>. Their "Grants Collection Orientation" page is excellent; it contains several hyperlinks such as sample letters of inquiry, information about corporate philanthropy, and advice on how to approach a foundation. It's located at <http://www.lib.ci.tucson.az.us/grants/grantcon.htm>. Grant proposal examples are available on their website via hyperlinks. Here's the direct URL: <http://www.lib.ci.tucson.az.us/grants/grants45.tm#GrantProposalExamples>.

This list is by no means exhaustive, but it provides enough resources to begin! "Grantwriting" can be a deceiving term, as it evokes the idea of merely wiring. Writing the proposal can be the easy part, after all the groundwork is complete. With thorough research and planning, a grant proposal will be stronger.



## Funding Research and Grantseeking on the Internet

The World Wide Web (WWW) is becoming an excellent source for grantseekers. More and more foundations are making information available on-line. According to the Foundation Center, approximately 300 foundations have websites, and more are being added all the time. The purpose of this publication is to list and describe several places to research grants or funding issues on the WWW.

All links were checked and working at the time of this article (December 2000); however, the nature of the web is that websites often move locations and change addresses.

### Major Sites

The Foundation Center is an excellent place to start grantseeking research. Their home page is at <http://fdncenter.org>. This site lists locations of Foundation Center libraries as well as cooperating collections that have access to FC Search: The Foundation Center's database on CD ROM. This database is excellent, as it lets you search by keyword combinations for funding priorities (e.g., "literacy" and "technology") as well as foundation funding regions (e.g., "northeast Ohio" or "national"). You can also access this database on-line for a monthly or yearly fee. However, this service is available at no cost if you are willing to travel to a cooperating collection or one of the main libraries. Ohio non-profits are fortunate to have a complete Foundation Center library in Cleveland. The Foundation Center also offers a variety of classes about grantseeking and grantwriting at the Cleveland location. You can access a list of private foundations, corporate grantmakers, grantmaking public charities, and community foundations on their site at <http://fdncenter.org/grantmaker/index.html>. You can also access "foundation finder" from the main page to look up information on a specific foundation that you already have the name of.

The Grantsmanship Center describes itself as "the world's leader in grant information and grantsmanship training" and is located at <http://www.tgci.com>. There are links to federal government, state government, community foundations, and international funding. They offer grantsmanship training workshops and publications for a fee.

Grantscape is <http://www.grantscape.com>. They publish several widely used grant alert newsletters and philanthropy reports for a fee, such as "Education Grants Alert" and "Federal Grants and Contracts Weekly." You can visit their site and click on "funder of the day" for potential funders. They also have a section called "Grantseeker 101" for grantwriting and seeking information as well as a "links" section.

SRA – The Society of Research Administrators - has an extensive website at <http://sra.rams.com/cws/sra/sra.htm>. Founded in 1967, SRA is a nonprofit association dedicated to advancing the profession and improving the efficiency and effectiveness of research administration. The Research Administrators Resources Network has merged with GrantsWeb to make a new and even more powerful resource for finding research administration items on the Web. GrantsWeb contains links to policy information, government resources, general resources, and private funding. The direct URL to GrantsWeb is <http://sra.rams.com/cws/sra/resource.htm> (although you can link to it from the main SRA site as well).

## Gateways

For government funding, there are several "gateways" to access funding information. A good place to start is with the "Nonprofit Gateway" site at <http://www.nonprofit.gov>. This site is a network of links to federal government information and services, including funding, such as [The Federal Register](#).

The University of Wisconsin has an extensive grant information center at <http://www.library.wisc.edu/libraries/Memorial/grants/nonprof.htm>. Their site includes funding resources for organizations and sponsored individuals, as well as information on varied aspects of philanthropy and fund raising. Information about funding opportunities for individuals can be found there as well.

Pacific Bell has designed a website of resources that include links for locating grants as well as writing grants. The direct link to the webpage that includes grant locating links is <http://www.kn.pacbell.com/wired/grants/locate.htm>.

Of course, you can always start at the U.S. Department of Education's main site at <http://www.ed.gov> and click on "funding opportunities." Don't forget about the National Institute for Literacy's (NIFL) funding site at <http://www.nifl.gov/lincs/grants/>. NIFL frequently updates this site, so it's an excellent resource for both federal funding as well as local foundations. Also, the OLRC maintains a grants and funding area at <http://literacy.kent.edu/Oasis/Fund/fund.html>.

## Nonprofit Management

At the Internet Nonprofit Center, you can find information for and about nonprofit organizations. Their web address is <http://www.nonprofits.org>. Although they don't have an extensive list of grantmakers, they do provide valuable information for nonprofit directors, such as their frequently asked questions section (FAQ) that has several links to information on organization, management, regulation, and development of nonprofit organizations.

## Newsletters

On-line philanthropy newsletters can also be a good source for fundraising information. Philanthropy News Network On-Line (PNN) is available at <http://www.pj.org>. PNN describes itself as "the voice of the nonprofit world and the marketplace for products and services nonprofits need."

"THE INTERNET INSIDER - For Grantseekers & Fundraisers" is an electronic newsletter published by Marilyn Gross of Educational Funding Strategies. She offers on-line grantseeking and grantwriting workshops (for a fee) as well as a bi-monthly newsletter that can be delivered to your e-mail address at no cost. You can subscribe by sending an e-mail message to her at [mlgross@aol.com](mailto:mlgross@aol.com) with "SUBSCRIBE INTERNET INSIDER" in the subject heading.

"Grantseeker Tips" is also a bi-monthly electronic newsletter that helps you inspire, sustain, and trouble-shoot your grant-seeking activities. It is published by Miner and Associates, Inc. and can be delivered to your e-mail address at no cost by sending an e-mail to [MinerL@mu.edu](mailto:MinerL@mu.edu) and type "subscribe" in the subject line. This organization also offers grantwriting and grantseeking workshops for a fee. Locations are published in their newsletter.

The Chronicle of Philanthropy, "the newspaper for the nonprofit world," is available on-line at <http://philanthropy.com>. Published every other week, it serves as a news source for charity leaders, fund raisers, grant makers, and other people involved in

the philanthropic enterprise. The Web site offers the complete contents of new issues, an archive of articles from the past two years, and more than four years' worth of grant listings-- all fully searchable. Some parts of the website are only available to subscribers.

## Electronic Lists or Newsgroups

FundClass, an Online Fundraising School, is a free email list used for teaching fundraising lessons in an informal online "classroom" in which veteran fundraisers share their knowledge on a chosen topic with those who are new to fundraising. While the list is sponsored by Professional Support Software (PSS), it is run by volunteers, and is open to the general public (no strings attached). You can also access this site directly at <http://www.fundraiser-software.com/fundclass.html>.

Charity Village is a Canadian website, but they have a section for online discussions which include several groups from the U.S. They have links to discussion lists, Usenet newsgroups, web discussion forms, and Internet relay chat at <http://www.charityvillage.com/charityvillage/stand.html>.

As the Internet grows, more grantmakers will develop websites. This can make access to applications, funding priorities, and previously funded projects readily available for non-profit organizations seeking grants. However, there is a negative side to this ease of access. Since the web is making it easier to locate potential funders, the amount of applications they receive is growing. This makes the grant award process more competitive. Some organizations have reported the amount of applications they've received has doubled after they created a website with funding information. The best way around that is to match your organization's project very closely with the funder's priorities and spend time conducting research to write a strong grant proposal.



**ABLELink**  
Access Version

# ABLELink3 Manual Now Online!

At:

[www.literacy.kent.edu/vaccess/manual.html](http://www.literacy.kent.edu/vaccess/manual.html)