

Program Resources

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 at the time of writing this article (April, 2000); however some websites move or 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.org/onlib/shortcourse/prop1.html>. The Foundation Center also offers several in-person training sessions. The schedule for their seminars is located at <http://fdncenter.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.

Scholastic has put together a website including 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>.

A guide to grant and proposal writing prepared for adult education providers in Texas, written by Ann Martinez, Research Associate of the Texas Literacy Resource Center, includes a step-by-step approach to grantwriting. Some of the examples in "Tips for Preparing Successful Proposals" use adult literacy projects. Their site is at <http://tlrc.tamu.edu/grants/grantpro/main2.htm>.

Don't forget the OLRC's website! There's a section on advice and information about grantseeking and proposal writing located at <http://literacy.kent.edu/Oasis/grants/index.html>.

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 of funding opportunities and a bibliography of print sources. It's located at <http://infoserv.rtttonet.psu.edu/spa/fac-guid.htm#pd>.

J.C. Downing 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.jcdowning.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' process as open and accessible as possible; however, their advice includes good general tip on foundation fundraising. Their web address is <http://www.publicwelfare.org/pwf/howtoapply/tips.html>.

On-Line Articles

CharityVillage.com provides access to two useful articles "Understanding the Funder and the Proposal" at <http://www.charityvillage.com/charityvillage/research/rprop1.html> and "Proposals that Appeal or Appall" at <http://www.charityvillage.com/charityvillage/research/rprop2.html>.

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/bdgp.html>.

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/grantseek/>. 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.htm#Grant Proposal Examples](http://www.lib.ci.tucson.az.us/grants/grants45.htm#Grant%20Proposal%20Examples).

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 writing. 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.

