

Grant Writing “10 Lessons Learned”

6.22.2017

Session 3: Expert Grant Writing voices from the Community

My experience as a Grant Writer stems from a background in business development and working within the faith based community. When meeting with a potential client or funder I am prompted to think out of the box. Below are some of the things that I learned that quickly became a “must do” for my grant writing business.

Grant Writing

- ❖ Do not be afraid to charge for your work. When proposing to write a grant, take the time to calculate exactly how many hours it will take you to research, gather information, submit LOI, write the body of the text, gather more research if needed and then finally submit the grant. Remember no one works for free and most nonprofits will gladly add a grant writing line item in their budget if you are professional and successful.
- ❖ Invest in a proof reader. I am a proponent of utilizing people who are great at what they do. Teachers are my best source.

Grant Submission

- ❖ Many grant submissions are submitted as an online format. Make sure to print the body of your grant off before and after submission for review. If there are any problems, contact the program officer immediately. They are always helpful, especially when the problem is their software.

Funders

- ❖ Funders, they really are not scary. Get to know them. Do your due diligence and research the type of organizations they support, and how broad their geographic support is. This information is always handy to have on hand.
- ❖ Building relationships with Funders is key to grant acceptance. This may take months to connect with just the right person (Foundation Grants), but it will be worth it in the end. This relationship will also be a deeper one overall for future funding.

Invest

- ❖ Invest in yourself. Take the time to market your business/organize your files. Do not take for granted the administrative and marketing part of your job. Being organized and professional is priceless.
- ❖ Keep current of local and regional activities. Watch for foundation and business activity in your area.
- ❖ Reputation Management is important. Compile successful reviews and share them with potential clients. Funders will also start to notice as your name becomes increasingly noticed in the community.
- ❖ Do your best job. Make sure you start, fulfil, and complete the project as efficiently as possible. These clients will be your future reviews. Going the extra mile always pays off!
- ❖ Read, study, take online courses, join social media groups. Educate yourself as much as possible. The world of grant writing changes constantly. Keep ahead of the curve, you will be leaps and bounds above other grant writers if you do.

Finally, enjoy what you do!

Do not take for granted the knowledge you have and the opportunities that have been given to you.