

GRANT WRITING - OUR PROCESS

PHASE 1: Review

1. We start by gathering the information from our client that we know that grantors review: board listings, financials/990s, budgets, program descriptions and more.
2. We review the information provided and determine if there are any areas that are opportunities to improve.
3. We share that feedback with our clients and determine a course of action.

PHASE 2: Research

1. We research local, regional, and national foundations and outline the best opportunities for our clients.
2. We review foundation funding trends and amounts.
3. We determine a relationship pathway if one does not currently exist.

PHASE 3: Writing

1. We produce a pre-determined range of grants in a 12-month period, typically 20-24 new grant opportunities.
2. We work with clients to determine the best funding opportunity to fit the foundation's priorities.
3. We provide a copy of every grant for review by the client.
4. We submit the grant to the appropriate foundation before the deadline.

PHASE 4: Follow-up

1. We follow up with grantors to determine the status of a request, if needed.
2. We assist clients with the proceed of accepting awards.
3. We assist clients in preparing and submitting follow-up grant reports.