



## COMMUNITY AND ECONOMIC DEVELOPMENT GRANT

[SCREAMSHEET]

### **Review the application procedure.**

Review the online application and scoring rubric carefully. Make sure your grant narrative addresses the scoring criteria. Get your account set up first, then fill in the grant sections.

### **Spell out the need for the grant.**

To increase your chances of being accepted, clearly describe the need that your project will meet in the community and how it will make a significant impact for good.

### **Focus more on solutions than problems.**

Talking too much about problems can give your proposal a negative vibe. Plus, the grant reviewers want to know how you're going to accomplish your objectives even more than why.

### **Tell a good story.**

Make sure your narrative tells a compelling story, and make it easy for the reviewers to understand the problem and how your solution will make a real difference.

### **Make it real.**

If possible, incorporate a case study of a real client your organization has served. Bring the problem home and make it real and not just something abstract.

### **Write in short, hard-hitting sentences.**

Long-winded sentences almost always lose the reader. Simple verbs and simple nouns are the best and avoid abbreviations or industry jargon. Be as clear as possible.

### **Differentiate yourself.**

Tell how your organization's work is different from other nonprofits to set yourself apart.

### **Target a specific project with your grant proposal.**

Focus your grant application on a single project; it will increase your chances of getting funded. Be detailed—it will show that you've clearly thought through how the project will be executed.

### **Be sure your budget makes sense.**

Be sure your math adds up, your budget makes sense, and it supports the objectives you're proposing to accomplish. If you can show other funding sources, it will help your application.

### **Write the project summary last.**

Write the summary after you have completed the application – it will give you a chance to fully understand your project narrative and allow you to summarize more effectively.

### **Have a trusted source review your application.**

Have someone review your application and proofread your writing. If possible, share with them the scoring rubric and have them score your application to see how your narrative stacks up.