

INFOBASE INFO YOU CAN USE

# Effective Grant Writing for Today's Educators

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## **PART 1** General Grant Writing Suggestions

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## PART 1: GENERAL GRANT WRITING SUGGESTIONS



Grants can be an extremely effective way to get funding for supplemental educational resources that might otherwise be out of consideration for your school or district.

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**A lot of research, planning, and know-how goes into a successful grant application.**

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Our new three-part eBook series will provide essential, tried-and-true tips for every step of the process to increase your chances of success. If you are looking to apply for a grant to secure funds for resources, you've come to the right place. In Part 1, we start with the basics.

### THE COMPLETE EBOOK SERIES

**PART 1:** General Grant Writing Suggestions

**PART 2:** Locating Collaborators and Finding Funding

**PART 3:** Writing an Effective Grant Proposal

## PART 1 General Grant Writing Suggestions

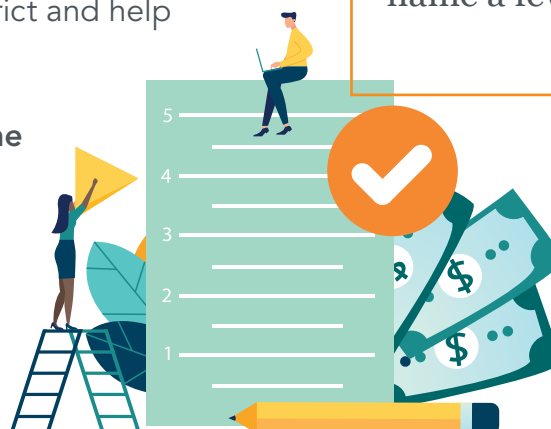
Here are some important principles to keep in mind as you get started with the grant writing process:

- ◆ **Research your school district and building's mission, vision, strategic design, and goals**—connect everything in your grant proposal back to these core items. Highlight shared goals.



- ◆ **Find the core value words, phrases, and statements, and use those as the foundation of your responses.** Show how your request will bring value to your school or district and help fulfill their goals and vision.

- ◆ **Be sure to keep responses simple and to the point.** Follow the foundation's requirements, and provide only the information requested. Remember, foundations are likely getting thousands of requests—everyone has a great cause out there—so keep it simple and stick to what is being asked. Follow the foundation's instructions exactly.



### DON'T WORK ALONE

If possible, assemble a team to help with the application. Tasks can be divided between a researcher, a writer, and/or a proofreader, to name a few.

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- ◆ **When writing your request, imagine you are teaching your class a new concept and need to provide clear explanations.** Provide details, examples, and dates to support your request or “pitch.” However, since foundations are bombarded by requests, it’s best to keep it short and sweet.
- ◆ **Use observations, examples, and substantiated proof**—facts are indisputable and help underscore the legitimacy of your request.



### Identify the challenges your school is facing and how the grant will help.

- ◆ **Remember, the key to winning a grant is to make the grant givers feel like they are important and that their vision and mission align with what you are looking to do in the classroom.** The grant givers want to feel validated in their role and also want to be able to validate your requested funds according to the district/building goals.



### PLAN IN ADVANCE

Spend some time looking up appropriate grants, and note all deadlines. Make a plan working backward from those deadlines to ensure you have enough time to submit a well-crafted application.