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Research and Dessert

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## Nine Tips from the Grantmakers

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## ***Nine Tips from the Grantmakers***

**Presented by:**

**Jane C. Geever**

**Chairman**

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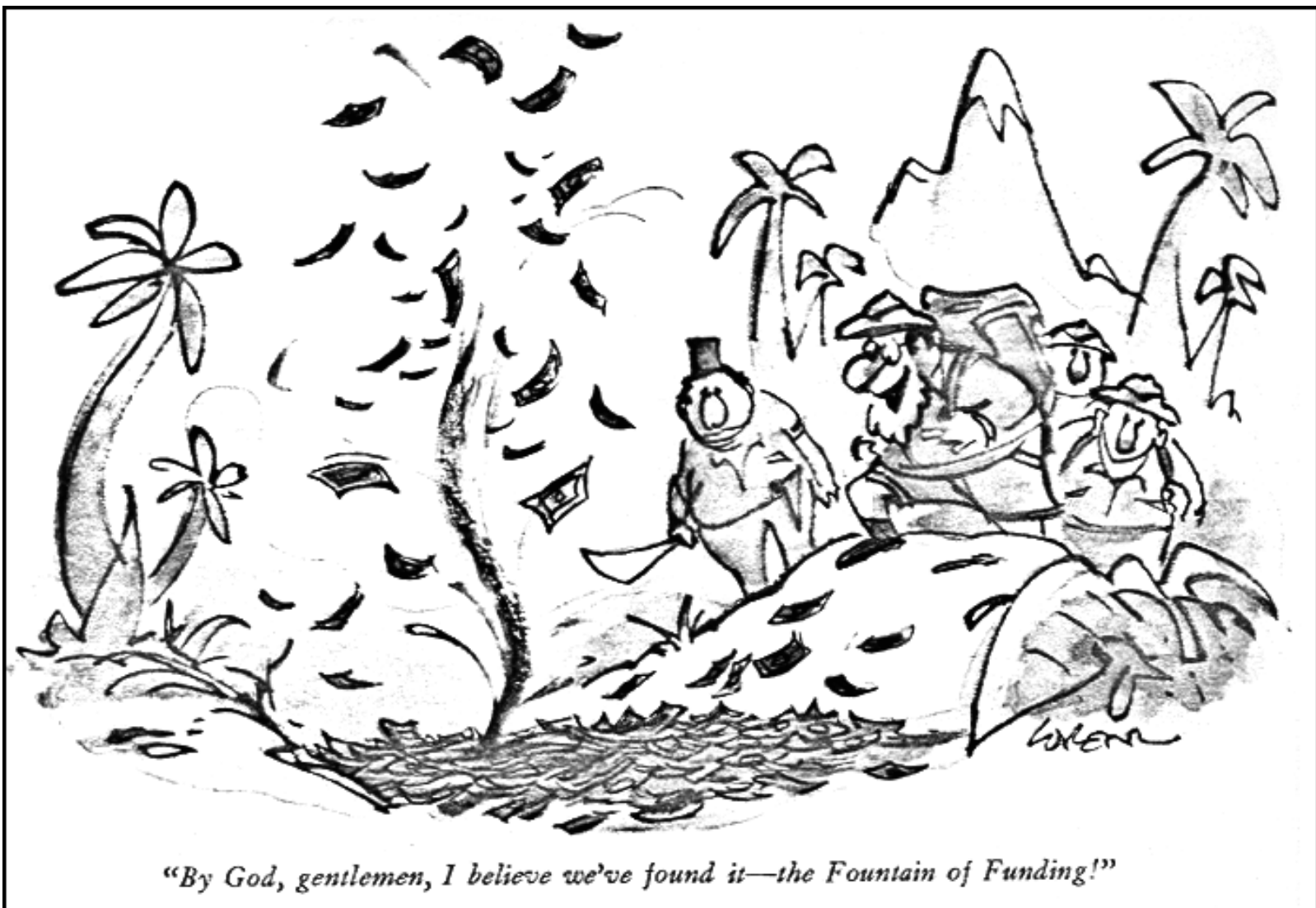
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**Author**

**The Foundation Center's  
Guide to Proposal Writing**

**October 31, 2014**



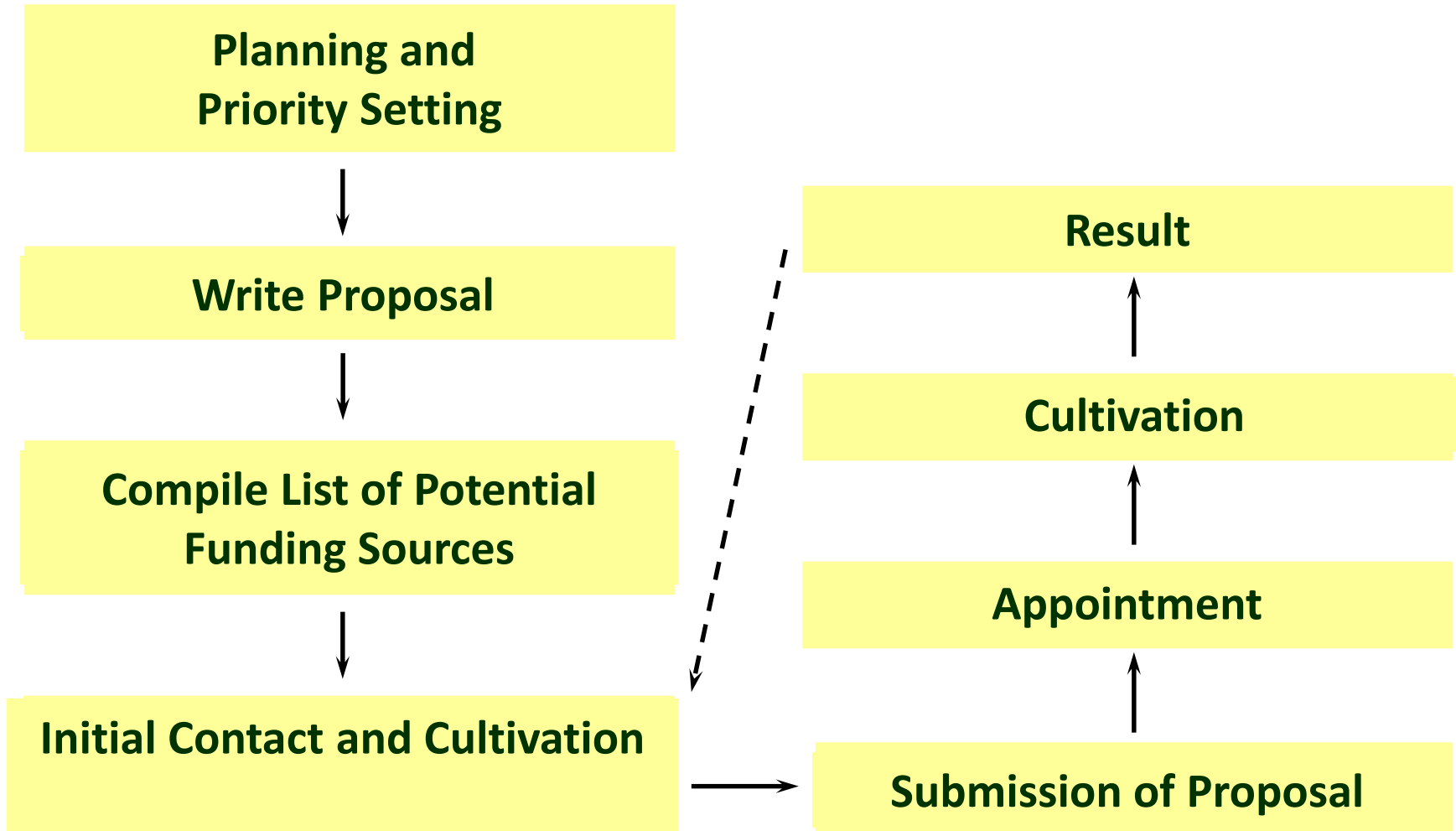
*"By God, gentlemen, I believe we've found it—the Fountain of Funding!"*



## Tip 1.

**The Project is your organization's priority.**

# The Proposal is Part of a Process



## Tip 2.

**The baseform proposal follows an accepted format.**



# Baseline Proposal Outline

✓ Cover Letter



✓ Executive Summary – 1 page



✓ Statement of Need – 2 pages



✓ Project Description – 3 pages



✓ Budget – 1 page



✓ Organizational Information – 1 page



✓ Conclusion – 2 paragraphs



✓ Appendix

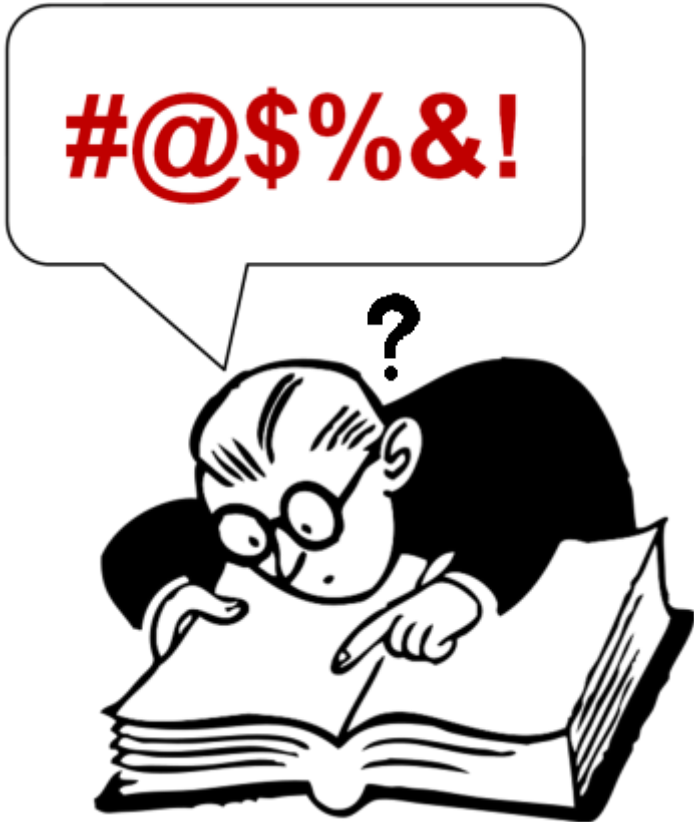
## Tip 3.

**Writing: Clear**

**Direct**

**No Jargon**

**An appropriate story**





## **Tip 4.**

**Research the grantmaker thoroughly.**



1. Grantmaker Search – driven by  
geography  
interests  
maybe: type of support



2. Recipient Search – driven by  
geography  
name of a specific nonprofit  
recipient type



3. Investigate:  
FDO profile  
guidelines from the 990  
grants from the 990

## Tip 5.

**Take the time to build the relationship  
with the grantmaker.**





## **Tip 6.**

**Reporting is critical – even if not asked for.**

## **Tip 7.**

**“No” isn’t forever.**





**Tip 8.**

**Give them only what they ask for.**

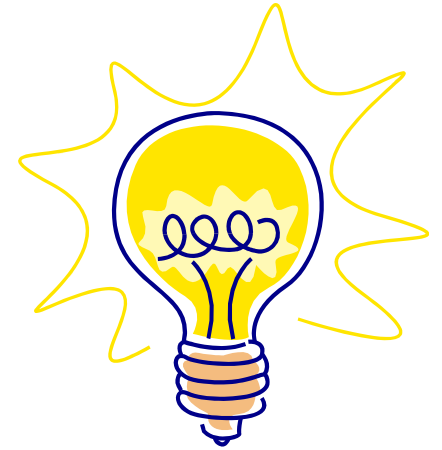
## **Tip 9.**

**Electronic applications are not an excuse.**



## Electronic submissions: tips

- be clear, concise
- answer all of the questions
- work in “Word” – then cut and paste
- create links but be certain they connect







- don't send huge attachments
- e-mail to yourself or another to see what the document looks like
- recheck your work: no margin for error
- the round peg doesn't fit into the square hole
- communicate through multiple streams



*"I really shouldn't be here. I should be out trying to get funded."*