

funding update



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ALISA'S TIPS FOR SUCCESSFUL GRANT PROPOSALS

A successful grant proposal is one that tells a story: that there is a difference between the way things are and the way they ought to be, and presents your proposed solution to bridging that gap. You need to describe a well-designed program in which you've thought through the timeline, the staffing needs and expertise, and programmatic details to make things in your community better for the clients you serve. I take a "Just Add Money" approach to my grant proposals—when a program officer is finished reading my proposal, they should be convinced that the only thing needed to make this proposed program a success is their grant funding. Here are seven tips to guide you through the grant proposal process:

1. Find the right grant opportunity.

- My favorite resource for being proactive and finding foundation and corporate funders is the Foundation Directory Online. There are subscription plans to meet a variety of budgets, but you can access it for free at cooperating Nonprofit Development Libraries throughout the country (locations: <http://foundationcenter.org/collections/>). There is also free access at the Santa Clara County Office of Education.
- Other resources for finding grant opportunities (websites, newsletters, and mailing lists) can be found at: <http://www.sccoe.org/resourcesed/grantcenter/grantsopps.asp>

2. Work with your leadership team to determine if:

- The grant opportunity is the right fit for your agency's mission, vision, and goals. Chasing money that's not aligned can lead to mission creep.
- There are adequate resources (including staff time) at your agency to put together a strong application.
- There are other programs at your agency that are interested in applying as well. Typically funders will accept only one application per agency.
- The strings attached—reporting and other requirements—can reasonably be met.

3. Set a timeline

- Work backwards from the application deadline. How much time do you need to agree on program design? To build a budget? To get all the forms filled out? To get all the necessary approvals and signatures?
- Set meetings with all stakeholders now—it's easier to cancel them later if you don't need them than to get on people's calendars at the last minute.

4. Divide and conquer

- If you are lucky enough to work at an agency where more than one person will be involved in the application process, be clear about who is responsible for various tasks (different sections of the proposal narrative, the budget, forms, routing the application for signatures, etc.) and set deadlines. Time is precious and you don't want to duplicate effort.

5. FOLLOW THE GUIDELINES TO THE LETTER

- You don't want to have your application disqualified on a technicality!
- What is the page limit? How large should the margins be? What font and what font size do they require, and does that apply to charts and graphs? Double- or single-spaced? Where do they want you to number the pages? What information do they want in the header?
- What is required in the appendix? Are there certifications or assurances that need to be included? If they haven't asked for a piece of information, it's usually best to leave it out.

6. Make every word fight for its life.

- Think of space in a proposal like real estate—your most precious resource! Make every word count. Every piece of your proposal should be reinforcing your case for getting funded.
- If there are multiple people writing pieces of the proposal narrative, it is best to have one person go through and ensure there is a consistent "voice."

7. Meet the deadline.

- Find out in advance the last pick-up time at your local FedEx that will allow your proposal to make it to the funding agency by the deadline.
- Double-check that it's a postmark deadline and not an arrive-by deadline.
- Murphy's Law – the printer will be jammed in the last hour before the grant is due, and you'll hit traffic on the way to FedEx. Allow time for the unexpected.
- Save your FedEx tracking number.

If your proposal isn't funded, try not to get discouraged. You have now put a lot of time and thought into what you would do with additional resources—don't let it go to waste. See if you can find other funding opportunities to submit this proposal to (with some tailoring). If you are able to get feedback on why your proposal wasn't funded, use that as a learning opportunity.

If your proposal is funded, celebrate! Then sign and return the contract as soon as possible, as no funds will be released until you do. Send in an official thank you letter from the highest ranking person in your organization, but also send in a hand-written thank you card from yourself. Take advantage of every opportunity you can to cultivate a relationship with the program officer at the funding agency. Find out more about their funding priorities and keep them in the loop about the good work you're doing with their money throughout the year—simple emails with digital pictures can go a long way towards them keeping your program in mind when it's time for them to make funding decisions the following year.

Good luck!!!

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This Month's Featured Grant Opportunities

**American History

Purpose: Teaching American history - For projects that raise student achievement by improving teachers' knowledge, understanding and appreciation of traditional American history.

Funder: U.S. Department of Education.

Eligibility: Local education agencies that partner with one or more of the following organizations: an institution of higher education, a nonprofit history or humanities organization, or a library or museum.

Deadline: March 22.

Amount: \$119 million for up to 125 grants.

Contact: <http://edocket.access.gpo.gov/2010/2010-1083.htm>.

**Arts Education

Purpose: Learning in the arts - For school- and community-based projects that help children and youth acquire knowledge, understanding and skills in the arts. After-school and summer programs are eligible.

Funder: National Endowment for the Arts.

Eligibility: Public and private nonprofits.

Deadline: June 10.

Amount: Maximum grants are \$150,000 each.

Contact: www.arts.gov/grants/apply/GAP11/LITA.html.

**Childhood Obesity

Purpose: Communities Creating Healthy Environments - To prevent childhood obesity by increasing access to healthy foods and safe places to play in communities of color.

Funder: Robert Wood Johnson Foundation.

Eligibility: Organizations with at least two years of successful community organizing and policy advocacy to address health-related problems in communities of color.

Deadline: Feb. 25.

Amount: Up to \$250,000 per site for as many as 10 communities nationwide.

Contact: www.rwjf.org/applications/solicited/cfp.jsp?ID=20961.

**Community-Police Partnerships

Purpose: Community-Police Partnership Awards - To recognize, sustain and share the work of innovative partnerships between community groups and police to promote neighborhood safety and revitalization, including through youth safety and gang prevention.

Funder: MetLife Foundation and the Local Initiatives Support Corporation (LISC).

Eligibility: Community organizations, community development corporations, police/sheriff's departments, community partnerships, Weed and Seed programs, among others.

Deadline: Feb. 26.

Amount: Neighborhood Revitalization awards (six ranging from \$15,000 to \$25,000) and Special Strategy awards (five at \$15,000 each).

Contact: www.lisc.org/section/ourwork/national/safety/awards.

This Month's Featured Grant Opportunities (Continued)

**Emergency Management

Purpose: Readiness and emergency management for schools - To establish emergency management processes in schools.

Funder: U.S. Department of Education.

Eligibility: Local education agencies.

Deadline: Feb. 26.

Amount: \$29 million for 96 grants ranging from \$150,000 to \$600,000.

Contact: <http://edocket.access.gpo.gov/2010/2010-130.htm>.

**Innovative Classroom Projects

Purpose: ING Unsung Heroes for 2010 - For innovative classroom projects.

Funder: ING.

Eligibility: Full-time educators, teachers, principals, paraprofessionals or classified staff with effective projects that improve student learning.

Deadline: April 30.

Amount: 100 finalists will receive an award of \$2,000. From that group, three winners will receive \$25,000, \$10,000 and \$5,000.

Contact: www.ing-usa.com/us/aboutING/CorporateCitizenship/Education/INGUnsungHeroes/index.htm.

**Juvenile Justice

Purpose: Juvenile treatment drug courts - To expand and/or enhance substance abuse treatment services in problem-solving courts that emphasize alcohol and drug treatment, among other efforts to reduce recidivism among juvenile defendants/offenders.

Funder: U.S. Substance Abuse and Mental Health Services Administration.

Eligibility: Existing juvenile treatment drug courts or their tribal, state or local governmental proxies.

Deadline: Feb. 23.

Amount: \$8.8 million for 27 grants of up to \$325,000 per year.

Contact: www.samhsa.gov/grants/2010/TI-10-004.aspx

**Juvenile Justice

Purpose: Second Chance Act - For a comprehensive response to the increasing number of people who are released from prison, jail and juvenile residential facilities.

Funder: U.S. Department of Justice.

Eligibility: State and local governments.

Deadline: March 4.

Amount: Up to \$750,000 each.

Contact: www.ojp.usdoj.gov/BJA/grant/10BJA_JJ_SecondChanceDemonstrationSol.pdf.

This Month's Featured Grant Opportunities (Continued)
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**** Juvenile Justice**

Purpose: Second Chance Act mentoring services - For mentoring offenders during incarceration and through transition into the community and post-release; transitional services to assist in the reintegration of offenders into the community; and offender/victim issue training.

Funder: U.S. Department of Justice.

Eligibility: Nonprofit organizations and federally recognized Indian tribes.

Deadline: March 18.

Amount: Grants of up to \$300,000 each.

Contact: www.ojp.usdoj.gov/BJA/grant/10SecondChanceMentoringSol.pdf.

**** Mental Health Care**

Purpose: Integration of schools and mental health systems - To increase student access to high-quality mental health care with innovative approaches that link school systems with the local mental health system.

Funder: U.S. Department of Education.

Eligibility: State educational agencies, local educational agencies, including charter schools and Indian tribes.

Deadline: Feb. 22.

Amount: Nearly \$6 million is available for 17 grants averaging \$347,800 each.

Contact: <http://edocket.access.gpo.gov/2010/2010-140.htm>.

**** School Counseling**

Purpose: School counseling - To support efforts by local educational agencies (LEAs) to establish or expand elementary and secondary school counseling programs.

Funder: U.S. Department of Education.

Eligibility: LEAs.

Deadline: Feb. 26.

Amount: Nearly \$15.4 million is available for 44 grants averaging \$350,000 each.

Contact: <http://edocket.access.gpo.gov/2010/2010-140.htm>.

**** Service-Learning**

Purpose: Learn and Serve higher education - To support institutions of higher education that use innovative service-learning programming to meet the needs of local communities.

Funder: Corporation for National and Community Service.

Eligibility: Institutions of higher education, consortia of these institutions or higher education partnerships with one or more public or private nonprofit organizations or public agencies.

Deadline: March 9.

Amount: \$6.8 million for 18 grants ranging from \$85,000 to \$500,000 each.

Contact:

www.nationalservice.gov/for_organizations/funding/nofa_detail.asp?tbl_nofa_id=76

This Month's Featured Grant Opportunities (Continued)

****Substance Abuse Prevention**

Purpose: Drug-Free Communities Support Program - To support community coalitions working to prevent and reduce substance use among youth.

Funder: U.S. Substance Abuse and Mental Health Services Administration

Eligibility: Community-based coalitions (see notice for specific requirements)

Deadline: March 19

Amount: \$18.75 million for 150 awards of up to \$125,000 each

Contact: <http://samhsa.gov/Grants/2010/SP-10-005.aspx>

****Youth Athletic Programs**

Purpose: Finish Line Youth Foundation youth grants - For youth athletic programs, such as community-based programs addressing active lifestyle and team-building skills; and camps, particularly those emphasizing sports and serving children who are disadvantaged or have special needs.

Funder: Finish Line Youth Foundation.

Eligibility: 501(c)(3)s.

Deadline: March 31.

Amount: From \$1,000 to \$5,000 each.

Contact: www.finishline.com/store/youthfoundation/guidelines.jsp.

California Department of Education Grant Opportunities

[2009-10 Migrant Education Program Supplemental Application](#) (2009-10; Grant)

Deadline established: February 5, 2010

[After School Education and Safety Universal](#) (2009-10; Grant)

Deadline established: June 30, 2011

[California Health Science Capacity Building Project](#) (2009-10; Grant)

Deadline established: March 15, 2010

[Carl D. Perkins Career & Technical Education](#) (2010-11; Grant)

Deadline established: May 1, 2010

[Low Incidence Entitlements](#) (2009-10; Grant)

Deadline established: January 29, 2010

[Public Charter Schools Grant](#) (2009-10; Grant)

Deadline established: March 31, 2010

[SB 70 Distance Learning Pilot](#) (2009-10; Grant)

Applications or other data may be submitted at any time during the fiscal year.

Previously Featured Grant Opportunities
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Environmental Projects

Due Date: January 31, 2010 for elementary schools; March 15, 2010 for middle schools

Funding Range: Students compete for more than \$100,000 in cash and prizes

Agency: Siemens Foundation, Discovery Education and the National Science Teachers Association

Eligibility: Students in grades kindergarten to eight

Purpose: The *Siemens We Can Change the World Challenge* empowers students to create solutions to environmental problems in their own backyards, and to share their results with students nationwide.

Contact: <http://wecanchange.com>

Music

Due Date: February 5, 2010

Funding Range: \$1,000 to \$12,000 each

Agency: Muzak Heart & Soul Foundation

Eligibility: Schools and music programs

Purpose: For educational reform in school music programs and independent music programs.

Contact: <http://heart.muzak.com/what/grants.aspx>

*Grant opportunities are listed for a period of three months. New opportunities are denoted with two asterisks (**).*

Grants that appeared in last month's Funding Update are marked with an asterisk ().*

Grants without an asterisk are appearing for the third and final time.

☞ Helpful Web Resources ☞

California Department of Education: www.cde.ca.gov/fg/fo/af/

Grant announcements; links to proposal writing resources

CompassPoint Nonprofit Services: www.compasspoint.org

Online searchable **Silicon Valley Funders** database; workshops

Foundation Center RFP Bulletin: <http://foundationcenter.org/pnd/rfp/>

Free e-newsletter with foundation funding opportunities

Foundation Search: www.foundationsearch.com/index.html

Foundation funding information for non-profits

Grants Alert: www.grantsalert.com

Funding opportunities for schools, districts, consortia, and state education agencies

Grants.gov: www.grants.gov

More than \$400 billion in U.S. federal government grants

Grant Wrangler: www.grantwrangler.com

Free bi-weekly e-newsletter listing grants for teachers and schools

Health and Nutrition Grants: www.healthinschools.org/

Grant opportunities focused on Health and Health Care in schools

Kidsdata.org: <http://www.kidsdata.org>

More than 250 indicators on the health and well being of children (a project of the Lucile Packard Foundation for Children's Health). A great source of data for grant proposals!

National Association of State Charity Officials: www.nasconet.org

Information from state offices charged with oversight of charitable organizations in the U.S.

Non-Profit Guides: www.npguides.org/guide/sample_proposals.html

Free web-based grant writing tools for nonprofit organizations, schools and others

School Grants: www.schoolgrants.org

Free grant-writing tips and resources, including sample proposals available for free download

The Foundation Center: <http://foundationcenter.org/>

A free Foundation Finder search engine, a comprehensive Foundation Directory searchable database (monthly fee), and a short introduction to proposal writing and other information for grant seekers

The Funding Factory's Program: <http://tinyurl.com/mizf>

Free technology, sports and recreation equipment, playground systems and even cash in exchange for empty inkjet and laser cartridges and used cell phones

The Grantsmanship Center: <http://tgci.com/resources.shtml>

Daily federal grant announcements and other resources

U. S. Department of Education: www.ed.gov/fund/grant/find/edlite-forecast.html

Funding forecast in November, with updates through July

Let Us Help You Find a Grant

Interested in a grant you read about in here, but intimidated by the grant application process? Have an idea for a project, but didn't find anything promising in this newsletter? Want to check out some books on grant writing and budgeting? Come in and visit the Santa Clara County Office of Education Library to search our extensive computer database of current grant opportunities. It's all here, and it's all free! The Grant Resource Center (GRC) is located at the Santa Clara County Office of Education, 1290 Ridder Park Drive, San Jose, CA. It is housed in the Professional Library on the first floor of the South Building. The GRC is open Monday through Friday; library staff will be happy to help you get started on your search (appointments recommended).

GRC Contact Information

Telephone: (408) 453-6800; Internet: <http://www.sccoe.org/resourced/grantcenter/>

Funding Update reports funding opportunities focused on education in Santa Clara County in California. If an entry interests you, please contact the funding agency directly to request further information or the application package.

Are you eligible for a grant? What does all this jargon mean?

Local Educational Agencies (LEAs): Refers to districts and county offices of education.

Nonprofits: Public schools, districts, and county offices of education are all nonprofit organizations (no effort is required to obtain or maintain this status).

501(c)(3) tax-exempt organizations: A specific type of nonprofit status that must be applied for; the IRS issues a 501(c)(3) letter confirming an organization's status. Annual maintenance is required. For more information, visit www.cceflink.org. Please note that schools, while tax-exempt, are not automatically classified as 501(c)(3) organizations.

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