

## **Education Seminar # 8: Grant Writing**

Speaker: Dr. Jon Breiner from College of Education, Criminal Justice, and Human Services (CECH),  
University of Cincinnati

Date: July 23, 2009

Time: 1:00 to 3:00 p.m. (2 hours)

Prepared by:

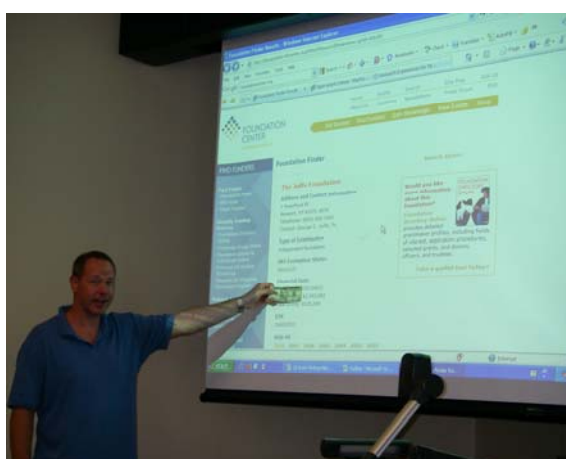
Ms. Melissa Stoltz, R A Jones Middle School, Florence, KY

Mr. Kurt Whitford, Glen Este High School, Cincinnati, OH

This seminar was jointly coordinated by Dr. Jon Breiner on July 23, 2009 in 641 Baldwin Hall from 1:00 to 3:00 p.m.

Dr. Breiner led the discussion in an open forum format. Mr. Jon Souders (RET teacher) pointed out a website: <http://foundationcenter.org/>. He identified resources as the Martha Holden Jennings Foundation: <http://www.mhjf.org/> and the Ohio Environmental Education Fund: <http://www.epa.state.oh.us/oeeef/> website and discussed his previous experience in winning OEEF grants. Other potential funding sources mentioned were the George Lucas Foundation through Edutopia, Target, Bass Proshop, Walmart, Sam's Club and local banks.

Dr. Breiner said the secret to being awarded an NSF grant is to assemble a large team in a short amount of time. He indicated that anything that shows you have previous experience in the area of the grant helps get the award. Dr. Breiner then showed several slides with grant-writing ideas (see photographs below).



**Dr. Breiner Making a Presentation at the Grant Writing Workshop**

Never write a grant proposal solely for funding purposes - you want to get money to meet your needs, you don't want to just have the money but not be able to do what you promised to do. It is essential to make the connection between the two.

Whatever you write in that grant, you have to do all of those things you said you would do. Writing and applying for multiple grants is tricky because then you have to manage them all if you get them all. Know your prospective grantor. Research, research, research to obtain as much information as possible about a prospective grantor. Understand the mission of the grantor, look at past-funded programs, and determine the range of grant awards typically given by the agency. Be sure you make a note of any geographical preferences.

Read and understand the funder guidelines and requirements. Most of them publish these. Be sure you understand them and follow them to the letter. Note the deadline and whether the proposal must be received or postmarked by the deadline.

A well-documented needs statement is critical to your proposal. Your needs statement drives your entire grant proposal. Don't be repetitive, don't linger on – be concise. Most proposals require a short project abstract. It should include needs, goals, objectives, and budget. Convey all the important thoughts from your head to the grant readers.

Use the project narrative to more fully describe your program – goals, objectives, strategies, budget, and evaluation strategies. Describe broad goals and measureable objectives of your project. You should detail the activities that will be implemented to accomplish the programs goals and objectives. The appearance of the proposal matters. Leave plenty of white space – use margins of at least 1,” double space if space limitations allow it. If possible, include graphs.

Other ideas included thanking the funder for the opportunity to apply. It might be a good idea to call them, introduce yourself, and have a question. This gets your name in their head. In kind contributions/matching are sometimes required. Get creative – but make sure you don't cross the line.