

# Critical Strategies in Grant Writing for ILCs

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# Today's focus areas

- Priorities
- Mission Check
- Collaborative Partnerships
- Program Development
- Budget
- Final Thoughts

# Mission Check

- Review your agency's mission.
- Develop a funding priority list.
- Know the needs of your community.
- Search for grants that fund the types of projects on your priority list.
  - Fee-for-service or project grants?
  - Look at funders for similar programs.
  - Look at agencies that pay for those programs.
- Think creatively, but do not stretch beyond your capacity.
- It is about perspective and buy-in from your administration and program staff.

# Collaborative Partnerships

Use collaborations to create a balance in service provision.

- How can partner agencies supplement your service provision and fill your gaps?
- Can partner agencies extend your reach?
- Do you need to stay within your circle of similar service providers or go outside and partner with other types of providers?
- Can partners bring additional expertise or enhanced visibility to your project?
- Nurture your partner relationships – they can lead you to other funding opportunities.

# Program Development

- Develop a vision for the project.
- Discuss the project with the personnel working on the programs closest to your vision for the project: learn the work flow, the strengths and weaknesses, and the gaps in service.
- Talk to other agencies or programs – how do they do it?
- Listen to the “wish lists” and use them to develop the program and the budget.
- Use outlines, work plans, logic models to organize yourself.
- Think it through carefully and cover all details – you have to be the expert.
- Build up the enthusiasm among your program staff so they are interested and ready to jump when the award is made.

# Budget

- Take your time, listen to program personnel input, collect accurate information.
- Define the needs of the project – staff, space, utilities, supplies, printing, advertising, resources, equipment, etc. Rethink, ask questions, and rethink again. What are you missing?
- Work on the budget concurrently with program development.
- Incorporate subcontractors or partner agencies when possible and practical. Negotiate the budget.
- Match the budget you need to the budget you are allowed.
- Is there room to purchase something that would benefit this program and provide additional capacity to your agency?

# Final Thoughts

- Create a time schedule for proposal preparation and stick to it.
- Be clear about funder expectations and your resources.
- No one has time – make time to talk to other ILC grant writers, partners, and your agency staff and gather input.
- Leave time to review and revise, not to mention website glitches and staff emergencies.
- Develop relationships with local MWBE vendors to ease that part of the proposal submission.
- Proofread - enlist the assistance of your favorite grammar nerd.
- Call or email me.



**You have the right to remain you**

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