
Navigating the Grant Process Tips for Grant Seekers



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Figure Out If You Will Apply

Key Questions :

- **Are you eligible?**
- **Is there enough time?**
- **How much work is involved?**
- **Would your proposal be competitive?**

Step 2: Write a Strong Proposal

Rules to live by:

- **FOLLOW DIRECTIONS**
- **Submit questions early**
- **“They’re really not asking the same question twice”**
- **Pay attention to points**
- **Make each paragraph count**
- **Write like you’re explaining it at a cocktail party**
- **Have someone proof read**

Step 3: Submit it on Time

Make it as easy on yourself as possible:

- **Create a proposal timeline**
- **Who must review/approve?**
- **Check vacation schedules**
- **Request support letters early**
- **Cut and paste is a blessing and a curse**
- **Do you know where your DUNS and EIN numbers are?**

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