

Grants: Low-Income Student Outreach

Introduction

Grant writing is the process of completing a proposal to request funding from an institution, which most often includes foundations, corporations, trusts, or the government. Knowing how to write an effective grant can help provide your school with limitless funding opportunities for low-income student support programs on your campus. Listed below are some tips for effective grantsmanship.

Valuable Job Skills



- Whether it's completed by staff, students, or a collaborative effort, solid grant writing and research abilities are valuable skills to have and are coveted in the job market.



Recognition

- Receiving grant funding can allow your school to obtain positive recognition, which in turn could help to attract more potential students.

Implementation

The standard process for applying for grant funding and implementing a grant program includes:

- Identify a funder (usually a foundation)
- Contact the funder to express your interest
- Write a letter of inquiry (LOI) to the funder requesting the opportunity to write a full proposal
- Write/Submit Proposal
- Receive Award
- Implement Program

A standard 10-page grant proposal includes (in order):

Executive Summary (1 page), **Introduction** (1 page), **Goal Statement/Objectives** (1/2 page), **Needs Statement** (1 ½ pages), **Methods** (3 pages), **Evaluation** (1 page), **Existing and Future Funding** (1/2 page), **Budget and Budget Narrative** (1 ½ pages)

"This is truly one of the most delicate and tricky parts about grant-writing: you have to write a proposal that is compelling and accessible about topics that are often highly complex, theoretical, and discipline-specific."¹

Best Practices

- Research funders with philanthropic goals that align with your cause
- Always use clear, concise, business formal writing in your proposal
- Make sure your proposal is narrow enough in focus to be realistically accomplished
- Acknowledge how you would sustain funding in the future
- If your proposal is denied, ask for feedback (reviewers almost always respond)
- Remember that grant funding comes with a binding legal contract

Resources

Tools for effective grant writing:

- Networkforgood.org
- Grantspace.org
- Foundationcenter.org
- Grantsalert.com
- Grants.gov
- [Puget Sound Grant Writer's Association](http://PugetSoundGrantWriter'sAssociation)

¹IU Grad Grants Center.