

## **How to Write a Successful Grant Proposal**

1. Make sure that your organization matches the eligibility requirements exactly. This is an easy way for a grant organization to drop an application in the first round of review.
2. Take the time to read the examples of organizations that have received funding in previous years to verify that your organization is on the right track. Where possible, contact the organization(s) that have received grant funds previously for pointers on what worked for them.
3. Many foundations are looking for programs that address specific audiences such as certain income groups or ethnic groups where exposure to a needed program or opportunity is minimal.
4. Connect with a live being from the grant organization with specific questions so as to establish relationships. Many of the contacts will tell you in what areas the funding requests have been sparse and where their current priorities lie. Furthermore, additional information may be exchanged that is not actually written into the grant directions such as organizations that favor smaller grant amounts or the times of the year when the number of grants being submitted are less. 5. With local grants, it is often helpful to seek out the board director or member of a board, particularly if you have a personal connection, to gain additional insights into the priorities of the foundation.
5. Seek out colleagues who are familiar with writing successful grants and ask them to edit your work.
6. Grant writing workshops are usually offered by economic development agencies such as the Maui Economic Opportunity organization, rotary clubs, or chambers of commerce. The University of Hawaii has an outreach program on each island run through the office of continuing education with non-credit classes in grant writing.

*Produced by the Maui School Garden Network.*