



You Want Me to Write a Grant?

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Presented to:
North Dakota League of Cities

Presented in:
Bismarck, ND

March 8, 2018



- Established in 1980, at The University of North Dakota (UND) School of Medicine and Health Sciences in Grand Forks, ND
- One of the country's most experienced state rural health offices
- UND Center of Excellence in Research, Scholarship, and Creative Activity
- Home to seven national programs
- Recipient of the UND Award for Departmental Excellence in Research

Focus on

- Educating and Informing
- Policy
- Research and Evaluation
- Working with Communities
- American Indians
- Health Workforce
- Hospitals and Facilities

Thank You!

This workshop is made possible through the:

*ND State Office of Rural Health (SORH) grant program
which is funded by the United States
Department of Health and Human Services,
Health Resources and Services Administration (HRSA),
Federal Office of Rural Health Policy (FORHP).*

Objectives

Upon completion of this Grant Writing Workshop, participants will be able to...

- Know how to research for and find available grants.
- Create the fundamental elements of a grant proposal package such as the Cover letter, Summary, Introduction, Problem Statement, Project Description, Evaluation, Letters of Support, Budget, Appendices.
- Customize a proposal to match a grant maker's interest.
- Develop the skills needed to prepare professional, competitive, compelling, and successful grant proposals.
- Identify the differences between government and foundation proposals.

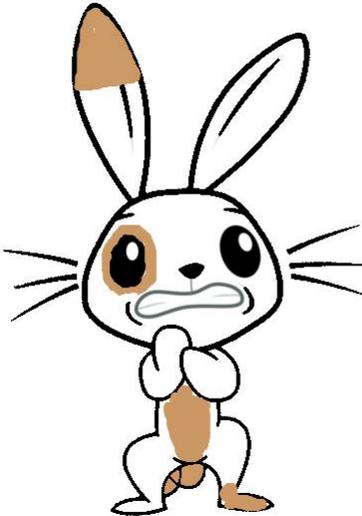
Your Funding is Ailing – What do we do?



And You Have Been Assigned to Write a Grant!



Don't Be A Scared Bunny



We Are Here To Help



Acronyms and Definitions

Handout on some of the most common grant writing acronyms and definitions.

DO NOT use acronyms in your proposal unless you have already spelled it out.

Sometimes you have to use them but do so sparingly and judiciously.

What is a Grant?



A grant is:

- A giving of funds for a specific purpose
- A relationship between grantor and grantee is an exchange relationship
- The exchange varies with the type of grant making organization
- It is **not a gift or charity** and it does not need to be repaid



The Process of Grantsmanship

Covers a broad scope of activities including planning and research, proposal development, and proposal follow-up

**Throughout the grant writing process,
two questions are commonly asked by
grant seekers**

1. "Where is the money available?"

2. "How do I seek funding?"



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There are 2 primary sources of grant money

Public



Private



Examples of Public Grants

Research grants: support investigation of the discovery of facts or application of new theories

Demonstration grants: to demonstrate or establish the feasibility of a particular theory

Project grants: support individual projects in accordance with legislation

Block grants: provide states with funding for a particular purpose

Formula grants: provide funding to specific grantees on the basis of a particular formula

Public Funds

- Obtained from governmental units like federal, state, and local agencies.
- Many of the health, education, human service, and other grant programs administered by the federal government are based on the pursuit of national objectives.

Private Funding

Private Foundations

- receive income from individual, family, or groups of individuals
- funding priorities are usually based on personal philosophies of the founding member
 - Example:
 - Robert Wood Johnson Foundation
 - W.K. Kellogg Foundation
 - Margaret A. Cargill Philanthropie (MACP)

Private Funding

Corporate Foundations

- receive contributions from profit-making entities
- Over 2,000 in U.S. with assets over \$11 billion
- Example: CIGNA, Walmart, Ford Motor Company Fund

Community Foundations

- are involved in grant giving within a specific community, state, or region
- Example: Otto Bremer Foundation, Dakota Medical Foundation, ND Community Foundation

You Must be from North Dakota if...

You think that ketchup is a little too spicy

Your family vehicle is a crew cap pickup

Someone in a store offers you assistance, and they don't work there



Seeking the Appropriate Funding Source





What is RHIhub?



Online library focused on rural health and human services.

Over 13,000 rural relevant resources, including:

- Funding opportunities
- Over 60 topic guides
- State pages
- News
- Reports and publications
- Events calendar
- Maps

16 years old

10 million visitors to our website

9,500 requests

Funded by the federal Department of Health and Human Services (DHHS), Health Resources and Services Administration (HRSA), Federal Office of Rural Health Policy (FORHP).



What RHIhub Does...



- Help rural communities access the full range of available programs, funding, and research
- Provide easy access to information gathered from many sources

Photo Credit:
www.diaryofaquilter.com



Jana Reese, Funding Specialist



Phone: (701) 777-6458

Email: jana.reese@med.und.edu

Website: www.ruralhealthinfo.org

Searches 900+

funding sources daily:

- Government, foundations
- Statewide, regional, national
- Grants.gov
- Foundation Directory



Formerly the
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*Your First Stop for
Rural Health Information*



Get Rural Updates



Stay current on rural health news, funding opportunities, research, and more with RHIhub's email updates.

[Sign Up](#)

Community Health Gateway



Find proven strategies for strong rural programs with toolkits like the [Rural Health Promotion and Disease Prevention Toolkit](#) in the [Rural Community Health Gateway](#).

Funding Opportunities



Discover the latest funding and opportunities to support rural health. [Browse all funding opportunities.](#)

Key Rural Health Issues



Learn about issues that impact rural health in RHIhub's Topic Guides. Recently updated:

- [Rural Care Coordination](#) NEW!
- [Browse all 50+ topics](#)

Ways to Search



Type:

- Grants
- Loans
- Awards
- Incentives
- Scholarships
- Loan Repayments

Sponsor

Specific organization

State

Specific state

Topic

- Specific topic, such as
- Hospitals and Clinics**
- Health Promotion**
- Capital Funding**

Manual Search

Type in keywords





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MORE FUNDING & OPPORTUNITIES

What's New

- Funding by Type
- Funding by Sponsor
- Funding by Topic
- Funding by State

[Rural Health](#) > [Online Library](#) > [Funding & Opportunities](#) > [By Topic](#)

RURAL HEALTH FUNDING BY TOPIC: Healthcare facilities

Summaries of funding programs are provided by RHIhub for your convenience. Please contact the funder directly for the most complete and current information.

Sort By: [Name](#) | [Date](#) Hide Inactive Funding

[Narrow by geography](#) [Narrow by topic](#)

[Service Area Competition Funding for Health Center Program \(Areas Served with a Project Period Start Date of May 1, 2016\)](#)

Funding to provide comprehensive primary health care services to an underserved area or population.

Geographic coverage: Nationwide
Application Deadline: Dec 2, 2015
Sponsor: Bureau of Primary Health Care

[Alaska Community Development Block Grant Program](#)

Awards grants to Alaskan communities for public facilities and planning activities which will address issues detrimental to the health and safety of local residents, and will reduce the costs of essential community services.

Geographic coverage: Alaska
Application Deadline: Dec 4, 2015

MORE USEFUL TOOLS:

- [How to Use RHIhub Funding Resources & Services](#) - tips to find funding opportunities and get statistics and maps to support your grant applications
- [Grantwriting Topic Guide](#) - tips and resources for rural health grant writing

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Kresge Foundation

MORE FUNDING & OPPORTUNITIES

What's New

Funding by Type

Funding by Sponsor

Funding by Topic

Funding by State



[Rural Health](#) > [Online Library](#) > [Funding & Opportunities](#)

Developing Healthy Places

Link [view program website](#)

Sponsor Kresge Foundation

Deadlines Applications accepted on an ongoing basis

Contact The program website has an [email contact form](#) or applicants can call 248.643.9630.

Purpose Developing Healthy Places funding will be awarded to organizations that are working to improve the places that shape health. Priority will be given to programs that promote healthy housing and neighborhoods and are working to address:

- Policies, systems change, and communication to connect health and housing
- Policies that promote healthy housing and mitigate the impact of housing
- Innovative investment in community development housing

Eligibility Nonprofit 501(C)(3) organizations and agencies based in the United States, classified as private for-profit or government entities

Geographic coverage Nationwide

RELATED CONTENT

Organization: Kresge Foundation, [view details](#)

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Amount of funding The size and duration of awards will vary based upon the nature and scope of proposed projects.

Application process Letters of inquiry are accepted on an ongoing basis. Links to the Application Process and Apply Online pages are located on the [program website](#).

Tagged as Environmental health · Housing and homelessness

Customized Assistance

info@ruralhealthinfo.org

1-800-270-1898

Tailored Searches of Funding Sources for Your Project

Foundation Directory Search

FREE Service!





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Tools for Success

- [Am I Rural?](#)
Find out if your area is considered rural based on several federal government definitions, including those used in determining eligibility for federal grant programs.
- [Economic Impact Analysis](#)
Show how your program's grant funding affects your community's economic well-being and share this information with sponsors, funders and your community.
- [Planning for Sustainability](#)
Tools to help you plan and position your grant-funded projects so that services can be sustained over the long term.
- [Testing New Approaches](#)
Learn about rural demonstration projects that test new approaches and models of care.
 - [Frontier Extended Stay Clinics](#)
 - [Frontier Community Health Integration Program](#)
- [Rural Training Track Technical Assistance Program](#)
Learn how RTT residency programs can grow the rural health workforce.

ABOUT TOOLS FOR SUCCESS

Communities succeed when they have the right tools to use for their initiatives. With RHIhub's Tools for Success, you'll find resources to help you:

- Grow funding
- Improve programs
- Promote successes to policymakers, funders, sponsors and your community
- Research program potential
- Reach development goals

Through the Tools for Success section, you have access to resources that support grant writing, demonstrate program effectiveness, and plan for the long-term success of your rural health program.

MORE USEFUL TOOLS

[Rural Community Health Gateway](#) - Resources and examples to build effective



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Rural Community Health Gateway

Evidence-Based Toolkits for Rural Community Health

Use these step-by-step guides to develop programs that improve the health of rural communities, based on evidence-based and promising interventions. Toolkits are available on a wide range of health topics and issues of interest to rural communities.

Rural Health Models and Innovations

Find examples of rural health projects other communities have undertaken, including models shown to be effective, as well as new and emerging ideas. For each project, learn about the services provided, audiences served, results, and lessons learned.

Supporting Rural Community Health

Learn about a wide range of programs and tools supported by the Federal Office of Rural Health Policy to help rural communities improve the health of their residents.

ABOUT THE RURAL COMMUNITY HEALTH GATEWAY

The Rural Community Health Gateway is a resource for finding programs and approaches that rural communities can adapt to improve the health of their residents.

The Gateway is the home for information about evidence-based models of rural health interventions, as well as innovative approaches.

MORE USEFUL TOOLS

[Economic Impact Analysis](#)
Show how your program's grant funding affects your community's economic well-being and share this information with sponsors, funders and your community

[Planning for Sustainability](#)
Tools to help you plan and position your grant-funded projects so that services can be sustained over the long term.

Topic Guides



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Topic Guides

RHIhub's topic and state guides bring together key resources and information in one spot. Start here for access to: publications, maps and websites; news and events; funding; organizations; and more. Not finding what you're looking for? [Browse topics A to Z.](#)

Defining Rural

- [What is Rural?](#)

How-to Guides

- [Finding Statistics and Data Related to Rural Health](#)
- [Conducting Rural Health Research, Needs Assessment, and Program Evaluation](#)
- [Grant Writing](#)
- [Capital Funding](#)

Rural Healthcare Delivery

- [Rural Hospitals](#)
- [Critical Access Hospitals \(CAHs\)](#)

Rural Health Needs & Services

- [Emergency Medical Services \(EMS\)](#)
- [Foot Health](#)
- [Hospice and Palliative Care](#)
- [Mental Health](#)
- [Oral Health](#)
- [Pharmacy and Prescription Drugs](#)
- [Public Health](#)

Policy

- [Rural Health Reform](#)
- [Medicaid and Rural Health](#)
- [Medicare and Rural Health](#)

Rural Population Health

- [Healthcare Access in Rural Communities](#)
 - [Rural Health Disparities](#)
 - [Social Determinants of Health for Rural People](#)
 - [Agricultural Health and Safety](#)
 - [Domestic Violence](#)
 - [Health Insurance Outreach and Enrollment](#)
 - [HIV and AIDS](#)
 - [Hunger and Access to Healthy Food](#)
 - [Obesity and Weight Control](#)
 - [Wellness and Prevention](#)
- Specific Populations**

Over 50
Topics
On Rural
Health Issues

Foundation Center



- Home
 - Profile
 - Search
 - Site Map
 - Ask Us
 - DONATE NOW
- Get Started Find Funders Gain Knowledge View Events Shop

Strengthening the social sector by advancing knowledge about philanthropy.

Go from search results to real results FOUNDATION DIRECTORY ONLINE

- Accurate, up-to-date grantmaker data
- New prospect assessment and management tools
- New plan options with more data

Online Guides and Tutorials

- Free
 - ▶ [Proposal Writing Short Course](#)
(Available in English, French, Mandarin, Portuguese, Russian, and Spanish)
Describes how to prepare of the various components of a funding proposal, and includes planning, research, and cultivation of potential foundation and corporate donors.
 - ▶ [Proposal Budgeting Basics](#)
(Available in English and Spanish)
The basics of developing a project budget, including overhead costs, employee fringe benefits, and links to sample budget templates.

WHAT'S NEW

New From GrantCraft:
Supporting Grantee Capacity

Download the report»

KNOWLEDGE SERVICES

Community Foundation Resource
Moves to Foundation Center

Learn more»

NEWS AND

News

- ▶ CDC Found \$14 Million Tobacco-U
- ▶ To End Ext Target Wor Report Ling

Request

- ▶ Individuals Society Challenges Invited to Apply for Open Society Foundations Fellowship

More PHD»

Webinars

- Free
 - ▶ [Proposal Writing Basics](#)
Provides instruction on the key components of a proposal to a foundation or corporation and answers questions that first-timers often have about the process of applying for a grant.
 - ▶ [Principios de la escritura de propuestas](#)
Ofrecemos una grabación del seminario virtual relacionado con este tema, Principios de la escritura de propuestas.

www.foundationcenter.org

Foundation Directory Online

The screenshot shows the homepage of the Foundation Directory Online. At the top, there is a navigation bar with links for HOME, HELP, ACCOUNT, MY FDO, FEEDBACK, LOGIN (GRANTS), and CHAT NOW. Below this is the main header with the logo 'FOUNDATION DIRECTORY ONLINE' and 'A member of the FOUNDATION CENTER Platinum'. There are search options for 'Power Search', 'Grantmakers', 'Companies', 'Grants', and '990s'. A prominent banner encourages upgrading to 'Professional' to get 'Power Search', highlighting a 'SAVE \$50' on training courses. Below the banner, there are sections for 'Welcome to the New Look of Foundation Directory Online', 'EYE ON FDO' (official blog), 'NEWSLETTER', 'Getting Started' (FAQs), and 'Philanthropy News' (Gund Foundations Award). The website URL 'www.foundationcenter.org' is displayed at the bottom right.

What You Can Find:
National Funders
State and Regional Funders
Local Funders
1099 Forms!

www.foundationcenter.org

Examples of Rural Health Grants

- Rural Health Network Planning Grant
- Rural Health Network Development Grant
- Rural Health Outreach Grant
- Blue Cross Blue Shield of ND Rural Grants
- USDA Rural Telemedicine Grant Programs



Examples of Other Funding Opportunities

The Bush Foundation has moved to a rolling application process for its [Community Innovation grants](#). That means there are no longer any application deadlines. Eligible organizations can apply anytime.

The new rolling application process will also help reduce the time it takes for the Foundation to make funding decisions. In addition, it will provide more time for Community Innovation team members to work with organizations as they consider whether to apply.

Feel free to contact the Community Innovation team with questions. You can call 651-379-2266 or email CommunityInnovation@BushFoundation.org



Examples of Other Funding Opportunities

Wells Fargo Community Giving –

Ongoing through October

31. Wells Fargo supports nonprofit organizations that work on a community level in the areas of human services, arts and culture, community development, civic responsibility, education, environmental consciousness, and housing. Organizations with a 501(c)(3) status and tribal and governmental agencies, including public school systems, are eligible to apply.

The screenshot shows the Wells Fargo North Dakota Grant Guidelines page. It includes a Wells Fargo logo, the title 'North Dakota Grant Guidelines', and introductory text about the foundation's philanthropic goals. A navigation bar contains 'Our Giving Priorities', 'Eligibility', 'How to Apply', and 'Frequently Asked Questions'. The 'Our Giving Priorities' section is expanded, showing three categories: 'Workforce Development', 'Housing', and 'Basic Needs', each with a list of specific investment areas.

North Dakota Grant Guidelines

We appreciate your interest in Wells Fargo's philanthropic goals and objectives. At Wells Fargo, we believe that grant-making decisions are more effective when made locally. That's why Wells Fargo is actively involved in the communities where we live and work, and why our team members are leaders in helping our communities succeed.

We accept grant requests from organizations serving counties in North Dakota and the following counties in western Minnesota: Becker, Beltrami, Cass, Clay, Grant, Hallock, Marshall, Norman, Otter Tail, Pennington, Polk, Red Lake, Wilkin.

Our Giving Priorities | Eligibility | How to Apply | Frequently Asked Questions

Wells Fargo is proud to support organizations that work to strengthen our communities. We look for projects that keep our communities strong, diverse, and vibrant. Through the volunteer efforts of our enthusiastic team members and our contributions, we share our success with the communities in which we live and work.

We strive to assist our communities by supporting non-profit organizations that provide services aligned with our strategic priorities and focus areas.

Workforce Development

- We invest in opportunities that ensure local children are prepared to learn the academic and essential skills needed to succeed, and to support parents who need reliable and affordable child care and before/after school care options.
- We make investments to improve the financial stability of local residents through financial education.
- We support the development of ready to work programs that allow community members to obtain the essential interpersonal, academic, and technical skills to gain and sustain a job, and maximize a positive impact in the local economies.

Housing:

- We work with local government and nonprofit entities to ensure services that link individuals and families to housing support services and to help stabilize their living situations.
- We make investments to improve the quality and stock of safe and affordable housing for all.

Basic Needs:

- We support partnerships that foster an integrated and coordinated system of basic needs wraparound services that help individuals and families attain their full potential by securing access to healthy food, clothing and medical care.

ND League of Cities Funding Opportunities

- BNSF Railway Foundation
 - Five areas including civic services e.g. parks and recreation, community development, crime prevention
- ND Community Foundation
 - Youth agencies, parks and recreation, arts, elderly
- Native American Community Development Financial Institution Assistance Program
 - Affordable housing, alternatives to predatory lending, business development, food retail outlets in food deserts
- Walmart Foundation Community Grant Program
 - Improve access to recreation, arts, cultural experiences
 - Hunger relief and healthy eating
 - Public safety and environmental sustainability

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ND League of Cities Funding Opportunities

- Economic Development Assistance Programs
 - Public works: water and sewer, industrial parks, telecommunications
- Economic Impact Initiative Grants
 - Courthouses, airport hangers, street improvements, city hall, fire hall, police stations, police and fire vehicles, public works vehicles
- USDA Community Facilities Loan and Grant Program
 - Essential community facilities –hospitals, nursing homes, city buildings
- FEMA – Assistance to Firefighter Grant
 - <https://www.fema.gov/assistance-firefighters-grant> (equipment fire and EMS)

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You Must be from North Dakota if...

You have worn shorts and a parka at the same time

You measure distance in hours but a traffic jam is really measured in seconds



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Match the focus of your project to the funding source

Review:

- Annual reports
- Application announcements
- Guidelines
- Information brochures
- Newspapers

Assess Your Organization's Readiness

How to Assess your organization for readiness:

1. Organizational Values
 - Mission/Vision and primary goals
2. Structure
 - By laws
 - Board of Directors
 - CEO
 - CFO
 - Management Team and staff
 - Organizational Chart
3. Systems: Financial Operations - Accounting practices that conform with standards
 - Policies & Procedures (check & balance)
 - Annual Financial Reports
 - Fundraising
4. Human Resources Management Operations
 - Written Policies and Procedures
 - Capacity Building
 - Volunteers
5. Organizational Culture

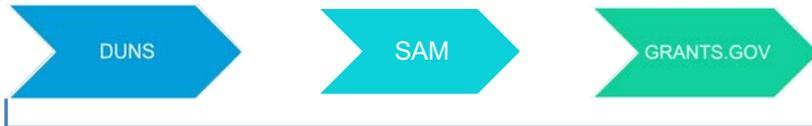
Quick Tip on Planning

- Check it out
 - Initial reaction
 - Review RFP/NOFO
 - Mission match/community impact
- When in doubt -- ask the funding source
- Ask is our idea in the “ball-park”
- Ask if you can see copies of funded grants.
- Think global, act local!!!!

Register & get ready

Grants 101:

Get Registered



Up to 4 weeks

System	Importance	Website
Data Universal Number System (DUNS)	DUNS numbers are required to identify organizations and it tracks how federal grant money is allocated.	http://fedgov.dnb.com/webform
System for Award Management (SAM)	Designating an E-business Point of Contact. Registering with SAM is required for organizations to use Grants.gov.	https://www.sam.gov/
Grants.gov	System by which organizations can submit applications for Federal funding.	http://www.grants.gov/

Required Steps for Grants.gov Registration

These Steps **MUST** be completed prior to registering for Grants.gov:

- 
 – Obtain an organizational Data Universal Number System (DUNS) number
- 
 – Register the organization with System for Award Management (SAM) – EVERY YEAR!
- 
 – Register an Authorized Organization Representative (AOR)

Planning to Apply

How to Apply For A Grant

Share |      

It Could Be 4 Weeks Before You Can Apply

You must register in three places: 1) DUNS, 2) SAM & 3) Grants.gov

If you have not yet registered with DUNS, SAM or Grants.gov and you start your three registrations **TODAY**, you may not be able to submit your grant application until:

November 14, 2017

> Please allow extra time for holidays that occur during your registration process or other unexpected delays.

www.hrsa.gov/grants/apply/index.html



Dun & Bradstreet Number (DUNS)

- Your organization must have a DUNS Number.
- If your organization does not have one, you will need to go to the Dun & Bradstreet website at <http://fedgov.dnb.com/webform> to obtain the number.
- Same day registration



Writing a Strong Application



Planning

Things to Think About

- Why the Need to Plan?
- What are the Essential Questions?
- Assessing the Need – Essential Questions
- What Do You Need and Why Do You Need It?
- How to Assess Needs?
- Who Will Your Proposed Project Benefit?

Why the Need to Plan

To organize your thoughts

To develop a direction

To establish purpose

To establish credibility with a funding source

To provide concreteness



Planning Raises Essential Questions

What is the problem?

What do we want to do about it?

How do we want to do it?

Who is going to do it?

How much will it cost?

When will it occur?

Where will it occur?

How does the proposal fit our mission?

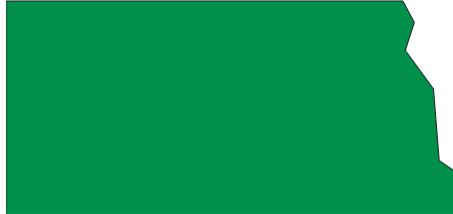
Who will be involved in writing the grant?

Who will be administering the grant?





You Must Be From North Dakota If...



You define summer as three months of bad sledding

Your definition of a small town is one that doesn't have a bar or a church.



Explore Options

- **Start early**
- **Become an expert** on the grant program that you want to apply for
- **Follow the Five "Rs"** for Submitting a Strong Application



The Five “Rs”: Submitting Strong Applications

Do the
Research

Recruit a
Team

Respond to
the Guidance

Review the
Application

Revise it as
needed

The Five “Rs”: Submitting Strong Applications

Do the Research

- Learn about the grant program
- Study projects that have been awarded in the past
- Assess the specifics of the Notice of Funding Opportunity (NOFO) and how it relates to the funders overall missions and goals
- Consider your organization’s capacity (i.e., staffing, fiscal infrastructure, etc.)
- Ensure you understand the application requirements
- Evaluate the time-cost benefit of applying for the funding opportunity

Recruit a Team

Internal Team to assist with:

- Drafting application
- Talk with colleagues & partners
- Provide honest feedback
- Have knowledge of your organization

Consortium/Network Members:

- Determine the roles and responsibilities
- Obtain written commitments (i.e. Memorandum of Understanding)
- Consider overall network structure

The Five “Rs”: Submitting Strong Applications

Respond to the NOFO

General Tips:

- Use clear and concise language and make it enjoyable to read
- Stay focused on the project activities
- Avoid jargon and acronyms
- Describe gaps in current services
- Don't assume reviewer knowledge of your area/program
- Use current data sources

Review Your Application

- Be willing to utilize all available resources to strengthen the application
- Grant writers?
 - Advantages/Disadvantages
- Other Resources

The Five “Rs”: Submitting Strong Applications

Revise It As Needed

- If corrections are needed, make them in all places applicable (i.e. Program narrative and any attachments)
- Budget calculations
- Work plan

Paint the Right Picture



Story Telling

- Tell the “Story” of your community and its needs.
- Find someone who is organized, writes well and is good at following directions to help with writing the grant.
- After the grant narrative is completed, give it to someone not involved in the project to read.
 - If they understand what the needs are, why there are needs, who will be served and how the project will address the needs, the narrative is probably clear.

Who Will Your Proposed Project Benefit?

Ask yourself – how does our effort or action benefit the broader group?

What is the social benefit?

What does the funder want?

It is not you – it is the



Assessing Your Need

- Who are the people with the need? (target to benefit from effort)
- What is the need?
- What evidence do you have to support the need?
- What are the consequences of meeting or not meeting the need?
- Where are the people?
- When is the need evident?
- Why does the need occur?
- How is the need linked to your organization?

What Do You Need and Why Do You Need It?

What you want or need to know?

- Experience
- Empirical

Why you want to know it?

- ***Build a case***
- ***Build organization and logic***
- ***Build local support***
- Build exposure and momentum



Planning Techniques or Approaches

- SWOT (Strengths, Weaknesses, Opportunities, Threats)
- Secondary Data
- Key Informant Interviews
- Focus Group
- Survey
- Community Forums
- Community Health Needs Assessment



How Do You Assess Need?

Secondary data

- Information and data that already exists
- Public data
 - Census (total, age cohorts, trends – show impact on health, health care system, the community as a whole)
 - County rankings (RWJ released data on County Health Rankings)
 - Economic (income, poverty, employment, GDP)
 - Education (level achieved, technology)
 - Population Health and Chronic Disease statistics
 - Interventions (what has or is being done – impact)

How Do You Assess Need?

Key Informant Interviews

- One-on-one interviews
- Key or essential community people
- Community sectors
 - Health
 - Business/economic development
 - Government
 - Religion
 - Education
- Number varies by need



How Do You Assess Need?

Focus Groups

- A specially selected group to discuss an issue
- open ended questions
- 7-10 people (up to about 15)
- Contrasts with Key Informant
 - Key informant provides individual perspective
 - Focus group offers individual within the context of a group



How Do You Assess Need

Survey

- Sample of population (entire population)
- Typically a closed ended instrument (sometimes open ended)
- On-line, Mailed, telephone, personal interview
- Measure attitude
 - present services (awareness, use, need)
 - need for future services
 - quality of services/care
 - provider assessment





You Must Be From North Dakota If...



You have no problem spelling “Wahpeton”

You have as many Canadian coins in your pocket
as American coins



How Do You Assess Need

Community Forum

- Single or multiple public meeting
- Open to the public or key constituents
- Pose questions to the audience
 - What do you see as the most important community or regional health problems?
 - What areas should be addressed?
 - How do we address these issues?



How Do You Assess Need?

(Specific type) Community Health Needs Assessments

<https://ruralhealth.und.edu/projects/community-health-needs-assessment>

Center for Rural Health
University of North Dakota
School of Medicine & Health Sciences

Community Health Needs Assessment

What is a Community Health Needs Assessment?

A community health needs assessment is a systematic process involving the community to identify and analyze community health needs. The process provides a way for communities to prioritize health needs, and to plan and act upon unmet community health needs.

Community health needs assessments may be conducted by a variety of organizations. Each Critical Access Hospital (CAH) must conduct a Community Health Needs Assessment once every three years, as mandated by the Affordable Care Act. Local public health units seeking to gain or maintain accreditation must conduct a Community Health Assessment (CHA) every five years. Many methods exist for conducting an assessment, but generally include:

- Stakeholder meetings
- Community focus groups
- Surveys
- Interviews with community leaders
- Population health and other health-related data

Top Health Needs by Community

Click on a community below to see a list of the most significant health needs identified by its Community Health Needs Assessment.

Top Health Needs Across North Dakota Communities

Assessments Completed by:

- CAH Critical Access Hospital
- Non-CAH Non-Critical Access Hospital
- PH Public Health
- Collaborative Effort

Assessing Your Need

Community Health Needs Assessments

Crosby	Kenmare	Tioga
<p>St. Luke's Hospital</p> <p>2016-2018</p> <ul style="list-style-type: none"> • Attracting and retaining young families • Adult alcohol use and abuse • Adequate childcare services • Depression • Youth alcohol use and abuse <p>View list of reports</p>	<p>Trinity Kenmare Community Hospital</p> <p>2016-2018</p> <ul style="list-style-type: none"> • Access to care • Substance abuse <p>View list of reports</p>	<p>Tioga Medical Center</p> <p>2016-2018</p> <ul style="list-style-type: none"> • Youth drug use and abuse • Youth alcohol use and abuse • Cost of health insurance • Availability of resources to help the elderly stay in their homes • Teen pregnancy <p>View list of reports</p>

Compare Most Significant Health Needs by Community

Select up to three communities to compare the most current significant health needs.

- Ashley - CAH
- Bismarck - Non-CAH
- Bottineau - CAH
- Bowman - CAH
- Burleigh Co. - Public Health
- Cando - CAH
- Colemen - CAH
- Crosby - CAH
- Kenmare - CAH
- Trinity Kenmare Community Hospital
- 2016-2018
- Access to care
- Substance abuse
- [View list of reports](#)
- Grafton - CAH
- Grand Forks - Non-CAH
- Harvey - CAH
- Hazen - CAH
- Hettinger - CAH
- Hillsboro - CAH
- Jamestown - CAH
- Morton County - Public Health
- Northwood - CAH
- Oakes - CAH
- Park River - CAH
- Rolla - CAH
- Rugby - CAH

<https://ruralhealth.und.edu/projects/community-health-needs-assessment/community-needs>

Additional Needs Assessment Resources

- Community Health Status Indicators <https://www.healthdata.gov/>
- Health Related Datasets <https://www.data.gov/health/>
- Uniform Data Set Mapper <http://www.udsmapper.org/>
- County Health Rankings <http://www.countyhealthrankings.org/>
- Community Health Assessment & Improvement Planning:
<http://archived.naccho.org/topics/infrastructure/CHAIP/>

Think About Local Support

- **Community Engagement**
 - Community pulling together
 - People want to do things to benefit their town
 - Input, awareness, support
 - Sometimes mutual sacrifice and mutual gain
 - Process can create new partnerships for the future – hang together (or hang separately)
 - There will be “naysayers” – just a fact, accept it but can you identify ways to lessen suspicion or concerns?
 - **CRH Community Engagement Tool Kit**



WRITING & DEVELOPMENT TIPS



Writing and Development Tips

- **Read** directions carefully
 - Read, read, read
 - Format, Headings, Page #, Scoring Criteria
- One person should be responsible for **coordinating** proposal planning and development
- Develop an **outline** of each required component
- Develop a writing **schedule** – timelines -- takes three times longer than we usually plan
- Proposal should look like **one person** wrote it, even if done by a committee (*have an editor*)
- Show funding the proposal will benefit many – social benefit





Writing and Development Tips

Remember others

- Talk to others who have written grants – their experience, lessons learned
- Try to locate people who have been funded by organizations you plan to submit a proposal
- UND Center for Rural Health
- Associations and other regional or state organizations
- Rural Health Information Hub (RHIfhub)



Writing and Development Tips

Remember your audience:

Reviewer

- Reviewer typically doesn't know anything about your situation, your community, or even your state
- Explain basic facts
 - Rural and frontier as a concept (distance, weather, roads); culture; and your unique circumstances

Central goal: convince reviewer of the legitimacy of your problem, your solution, your ability



You Must be from North Dakota if...

You have worn shorts and a parka at the same time

You measure distance in hours but a traffic jam is really measured in seconds



Writing and Development Tips

Remember your audience: Reviewer

- *MAKE IT EASY FOR THE REVIEWER*
- Don't deviate from the guidance
 - they set the order of sections and the titles
 - they set the rules
 - they have the money
- Be detailed (even to the point of being elementary)
- Be concise (less words the better)

Maximum ~~amount~~
of understanding
with minimum ~~risk~~
of confusion



Writing and Development Tips

- **Remember Your Audience: Reviewer**
 - Put yourself in the funding source's shoes
 - Ask yourself some questions that a skeptical reader would ask:
 - Why should anyone bother to read this?
 - Why should they care?
 - What difference is this going to make?
 - Present it in layperson's words -- program officer may not be an expert in your field and they have to explain the proposal to others



Writing and Development Tips

Remember Your Audience: Reviewer

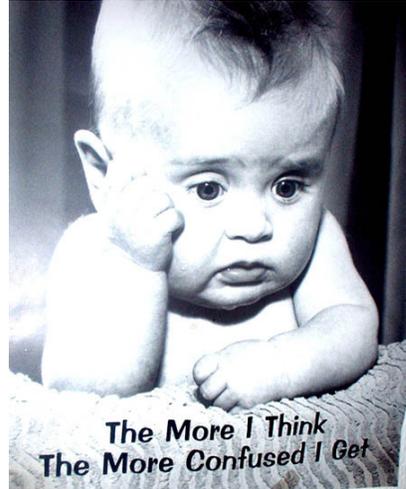
- Show that it impacts real people
- Emphasize collaborative nature of process and outcome
- Show how you included target audience in planning stage
- Find a hook, novel way of looking at the situation and show promise
- Show prospect of replication
- Show plan for sustainability and continuation – essential!



Writing and Development Tips

Logic

- Does it make sense?
- Can a reviewer easily and quickly understand your situation and your solution?
- Is there a flow to the argument? Is there a flow to the solution? Is there linkage between the problem and the solution?
- Avoid being “too” intuitive

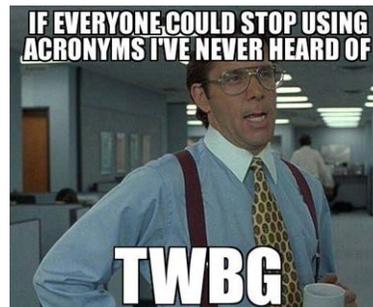


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Writing and Development Tips

Writing Style

- Keep paragraphs short -- use headings and subheadings
- Use bullets – easy to read, breaks up text, shows logic
- Be visual: tables, charts, graphs
- Avoid abbreviations & acronyms (jargon)
- Rational, documented facts





Writing and Development Tips

Writing Style

- Develop a writing schedule -- timelines
- Allow appropriate time to write and review -- takes three times longer than we usually plan
- Use an outline
- Use note cards or a Word document (running tab of Notes, ideas)



Writing and Development Tips

Writing Style

- Write in active tense; the more active you can be, the better!
 - *Passive: These free services are provided by the hospital on a monthly basis.*
 - *Active: The hospital provides these free services monthly.*
- Use “will” in a grant proposal; “Would” implies the organization’s action or performance is conditional upon receipt of grant funding.
- First Person or Third Person –
 - First person – uses “we”; friendlier and more informal and probably not appropriate for formal applications to unknown readers/funders
 - Third person – uses “it”; if you have a close relationship with local funder, third person might seem to still or distancing.
 - Never use “I” unless applying for personal scholarship

Writing and Development Tips

Review and Critique

- Allow time -- critical step
- Use an external reviewer
- Similar to “real” review because they know little about proposal
- Look for logic gaps
- Flow
- Jargon
- UND Center for Rural Health (ask us to critique)

Writing and Development Tips

What does the funder, the reviewer look for in proposal?

- Does it fit their criteria?
- Does it make sense?
- Your credibility
- Budget is appropriate to meet goals
- Did you follow the rules?





You Must Be From North Dakota If...

You think of something other than the Bible when you hear the words “the great flood”

Your choice of vehicle is a pickup



You know that a pickup can be a vehicle or part of a combine



Writing the Proposal

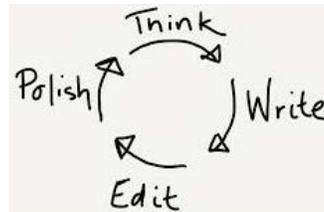
Remember – It Is About the Community!



Who Will Be Involved In Writing the Grant?

Consider:

- Time – for you, others working with, personal and family time considerations
- Meetings, planning, developing, writing, reviewing, editing, re-writing
- Other organizations' schedules
- Seasons: farm and ranch, hunting, school and community events
- Full-time or part-time
- Fatigue



Proposal Sections

1. Cover letter
2. Summary or Abstract
3. Introduction
4. Needs/Problem statement
5. Project description (with Goals and objectives, Time line, and Staffing plan)
6. Evaluation and Sustainability Plan
7. Letters of Support
8. Budget and budget narrative
9. Appendices



The Proposal

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The Proposal

Cover Letter

- Use a cover letter for proposals to corporations and foundations, but not on federal or state grant applications (this may be changing). Those funders only want the things they ask for. They rarely ask for a cover letter.
- A good cover letter should be:
 - brief
 - get to the point quickly
 - should not simply repeat the information that is in the proposal
 - should tell the reader how well you understand the funder and how your grant fulfills the funder's requirements

The Proposal

Summary (Abstract/Synopsis)

- Appears at the beginning of proposal
- Identifies the grant applicant
- Your credibility
- State goals (objectives if space is available)
- Timeline -- year one, year two
- Methodology -- how
- Need/Problem statement
- Evaluation, replication, continuation

The Proposal

Introduction – 1 to 2 paragraphs

CONCISELY, ENGAGINGLY, and PERSUASIVELY
states the basic reasons and goals for
undertaking your project.

The Proposal

Introduction

- Introduce your topic, explain thoughtfully and clearly why it is important using specific information and data, and briefly state what key questions or matters you aim to address through your proposed work.
- What do you hope to accomplish/learn as a result of your efforts? What will be the impact of your project?
- Aim to write clearly, engagingly and directly. Avoid unnecessarily long or broad introductions; bring your project topic into focus quickly.

The Proposal

Needs Statement (Justification of Need/ Problem Statement)

- If you say there is a problem, funding agency wants to know how do you fix this
- Describe the process used to identify needs
 - Survey, key informant, focus groups, community forum, secondary data, combination
 - Who was involved:
 - Your organization and members
 - Other organizations and members
 - Other communities

The Proposal

Needs Statement

- Describe the need
 - Use current data and statistics
 - Population
 - Economic
 - Health status (or community indicators)
 - Attitude and/or behavior
 - Organization specific, local health system, industry, statewide
 - If current data is unavailable explain why and that you searched



The Proposal

Needs Statement

- Identify target population
 - Statistics
 - Barriers to access
- Identify geographic service area
 - Assume reviewer knows nothing about you, your service area, rural, state
 - Describe climate and its impact
 - Devils Lake water, blizzards, Red River Valley flood
 - Dangerous roads – oil patch

The Proposal

Needs Statement

- Describe current access barriers
 - Geographic; Financial; Cultural; Personnel
- Describe current services available in community or area
 - Service gaps
 - Show how your proposal addresses service gap
 - Avoid duplication but if some overlap then offer explanation



The Proposal

Project Description (Project Development, Program Activities, Program Goals and Objectives, Methodology, Action Plan, Action Steps, Implementation Plan, Work Plan Approach)

- Your solution – what you are going to do
 - Generally has work plan – goals, objectives, time frame
- Usually the longest section -- ***heart of the proposal***
- **Must tie back to Needs Statement – common weakness in proposals**

You Must Be From North Dakota If...



Your kids' baseball or softball game has been snowed out.

Your soup du jour at your favorite café is always beer cheese soup or kneophla.

The Proposal

Project Description

- Describe in detail each activity that will be performed and show how each activity will be implemented, in a sequence, and who is responsible
- Use goals, objectives, roles/responsibilities, and time lines
- Organizational charts -- decision making process, reporting procedures
- LOGIC -- A to B to C
- It has to flow – **reviewer has to understand in one reading**

The Proposal

SMART Goals



The Proposal

Project Description

- Walk through of one model example
 - Goals
 - More broad and more global in nature than objective
 - In order to reach goal more effort, more steps must be shown (objectives)
 - Example of a goal
 - Strengthen community based volunteer ambulance services over a 3 year period by increasing # of volunteers



The Proposal

Project Description

- Example
 - **Objectives** (outcome oriented)
 - Specific activities that lead to goal achievement
 - More concrete, time sensitive, and measurable than goal
 - Example of objective: Increase active volunteer membership in each ambulance squad
 - » 100 percent EMT basic level staffing in each ambulance squad
 - » Annual volunteer retention rate of 80 percent or better
 - » First Responder time of 10 minutes or less to scene of emergency ambulance calls 95 percent of the time

The Proposal

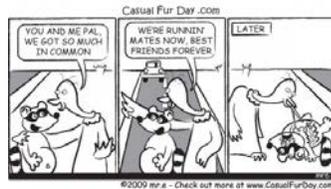
Project Description

- Example
 - **Action Steps/Activities**
 - Most specific
 - What needs to be done to implement the objectives
 - Example of Action Steps: Development of stipend program for EMT basic training
 - » Form stipend committee with project coordinator and squad leader
 - » Contact NDEMS Assoc. for list of units with similar programs
 - » Interview other units with stipend program

You Must Be From North Dakota If...

You understand that “yah, y’betcha” means either “I agree” or “You’re full of it” and you know the difference

You have attended a formal function in your best dress, wearing your best jewelry, and your best snow boots.



You notice when you drive that there is a lot more road kill than cars (not counting tractors) on the road.

The Proposal

Evaluation

- Check the guidance (is it required? More times now, yes)
- Internal or external
- Quantitative data and/or qualitative data
- What data will be collected? When?
- How will it be analyzed and reported?
- Two common types of measures:
 - Process
 - Outcome
- Formative Evaluation and Summative Evaluation
- Evaluation contributes to sustainability and links to communication

The Proposal

• Types of Evaluation

- **Formative**
 - Evaluation is ongoing
 - Evaluation is part of and works with implementation
 - Evaluation for decision making
 - Evaluation is part of the process, a tool – what is working or not as we implement
- **Summative**
 - Retrospective
 - What worked or not
 - Final report

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The Proposal

Evaluation

– Process evaluation

- Looks at progress – did you do what you said you were going to do?
- Looks at procedures -- how it was carried out
- Looks at how the program was implemented by describing and assessing what services were provided, how many people were served, and when did this occur
- Were implementation/program changes made? Why?



The Proposal

Evaluation

– Outcome evaluation

- Looks at impact or product – “the so what” effect
- Looks at whether or not the goals/objectives/action steps are being met
- Attempts to measure the impact or outcome of achieving the goal
- Example: objective of increasing active volunteer membership in each ambulance squad with action steps of developing a stipend program and an incentive program



The Proposal

Sustainability

- Building **awareness and support** – **more than just funding**
- Originates from accomplishment of **goals and objectives**
- **Benefit** of the program to the community – clearly **show why important**
- Importance of **evaluation** to sustainability – data and evidence of success
- **Building relationships with the community**, key stakeholders, partners, and others
- **Community exposure** – civic group meetings, newspaper articles, marketing
- **Communication plan** and function has sustainability focus
- Local and non-local funding sources – **Private and Public**: Fee-for Service

You Must Be From North Dakota If...

You know several people who have hit deer more than once



There are more people at work on Christmas Eve than opening day of deer hunting

The Proposal

Letters of Support

- Demonstrate broad-based commitment to a project, from the range of stakeholders.
- Show that the planned collaboration is both appropriate and genuine.
- These are the two elements to a persuasive letter of support: (1) enthusiasm and (2) convincing details.
- Writers should tailor the details in their letters to their unique positions, entities, mission, and goals. The details should illustrate how the work of the grant affects their entity's ability to achieve its mission and/or goals.

Budget



Center for Rural Health



A well-defined budget defines all costs related to project implementation including the funding source contribution and other contributors (in-kind support, matching funds).

Understanding the Budget Process

1. Identify the Projects/Tasks to be Performed
2. Assess the Costs required for each Project
3. Build a comprehensive spreadsheet
4. Prepare a detailed narrative that describes the budget request

Matching Funds

Participation by the grantee in the cost of a program on a dollar-for-dollar basis or other predetermined ratio or basis, such as 10% or 20%



Direct Costs

- A. Salaries and wages of personnel who will work on the project
- B. Fringe benefits associated with these personnel
 - Taxes (FICA, Medicare, etc.)
 - Benefits (health insurance, disability insurance, retirement contributions, pension plan, etc.)
- C. Equipment needed to perform the tasks (purchased or leased equipment)
- D. Supplies
- E. Travel (purpose of travel should be outlined)
- F. Consultant services
- G. Subcontracts

Indirect Costs

Budget item that represents costs incurred by the grantee in carrying out a program that are not readily identified a direct expenditure.

- A. Space (rent)
- B. Utilities
- C. Maintaining facilities
- D. % of Management Time (Executive Director oversight, accounting assistance, human resources)

How Much Money Will You Need To Do The Job Right?



Center *for* Rural Health

Budget Table and Narrative

- How many organizations are contributing to the budget?
- What percent of funds are being solicited from the funding source?
- What year will peak funding occur and why?
- Are subcontracts involved?
- Annual salary increases

Budget Table

SAMPLE ONLY

Example

\$2,500 maximum allowed on ;

\$2,011 amount being request

Budget Spreadsheet:

EXPENSES	GRANT FUNDS	IN-KIND CONTRIBUTIONS
1. Transportation		
Driver Stipends (\$100 x 2)	\$200.00	
Fuel	\$20.00	
Ambulance		\$100.00
2. Food for Students and Helpers		
AM snacks (\$2 x 32)	\$64.00	
Lunch (\$6 x 32)	\$192.00	
PM Snacks (\$2 x 32)	\$64.00	
3. Site Coordinator		
Plan, coordinate, travel, supervision	\$1,000.00	
4. Supplies/Program Expenses		
Gloves	\$10.00	
Glucose Testing	\$50.00	
Lab Slides		\$100.00
Blood Pressure Kits and Thermometers	\$30.00	\$300.00
Career Speakers (\$25 x 20)		\$500.00
Radiology/X-Ray Supplies		\$100.00
Disability Equipment	\$100.00	\$100.00
Misc Supplies	\$100.00	
5. Communications		
Student Folders (\$2 x 28)	\$56.00	
Postage	\$30.00	
Copies	\$55.00	
Newspaper & Radio	\$40.00	\$100.00
Subtotal	\$2,011.00	\$1,300.00
Total		\$3,311.00

*NOTE: These numbers are just samples. Please research to find what the cost of items for your specific camp would be.

Budget Narrative

SAMPLE ONLY

Budget Narrative

The budget shows that our grant request (\$2,011) is less than the allowable amount (\$2,500) because of the generosity of the partners involved and the in-kind contributions.

- Transportation:** We plan to use two mini-buses for transportation of the students. The two bus drivers will receive a stipend of \$100 each plus an estimated \$20 (5.5 gallons x \$3.59/gallon of fuel) to pay for the gas to transport the students between the hospital, nursing home, clinic, and school.
- Food for Students and Helpers:** We are requesting reimbursement for the morning and afternoon snack and noon. All food purchased will be healthy choices – Apples and peanut butter for a morning snack, carrots and hummus for an afternoon snack, and a sandwich, baked chips, pasta salad, and milk for lunch. Water will be provided at both snacks. The morning snack will be \$64 (\$2 per student x 32 students/helpers), lunch will be cost \$192 (\$6 per student x 32 students/helpers), and the afternoon snack will be \$64 (\$2 per student x 32 students/helpers).
- Coordinator:** The coordinator will be given the allowable amount for planning, coordinating, supervising and travel. This amount will be split amongst two people that will be working together to coordinate the camp to assist in the payment of their salaries. The \$1,000 will pay for 100 hours of the coordinator's time (100 hours x \$10/hour).
- Supplies:** Supplies will include an estimated 2 boxes of gloves (small and medium) at \$5 each totaling \$10, 2 boxes (16 sets/box) blood pressure & thermometer supplies at \$15 each totaling \$30, 2 boxes (16 sets/box) glucose testing supplies at \$25 each totaling \$50, disability supplies such as 14 blindfolds (\$2/each totaling \$28), 8 rolls of tape (8 rolls at \$6/each totaling \$48), 2 cans of liquid thickener (\$12/can totaling \$24) for a total of \$100, as well as miscellaneous supplies that the speakers might request for an estimated \$100. We estimate the total to be \$290 for supplies bought through the grant. X-rays, lab slides, emergency supplies with the ambulance, canes, walkers, wheelchairs & needle-less syringes will be provided through in-kind donations from the hospital, clinic, and long term care facilities for a total estimated value of \$1,100. All of the speakers have donated their time for an estimated \$500.
- Other expenses** will be student folders (\$2/folder x 28 students totaling \$56), copies (\$550 pages at 0.10/copy totaling \$55), postage \$0.42/stamp x 65 mailings for presenter agreements, thank yous, invites to presenters, students, and helpers; 1 box envelopes at \$2.70 totaling \$30) and advertising (estimated at \$40 for newspaper ad at a discounted rate). Each student will receive a folder with the flyer and other health professions information in it (professions booklet, Scrubs brochures, Career Cluster document). It will also include information on how students can sign up to job shadow at our local facilities. An ad will be put in the community papers in the area to let people know that this event is occurring and bring attention to the need for health care professionals. The chamber & school newsletters as well as the newspaper and radio will do some publicity for us. Postage will be used for sending presenter agreements, mailing bills, communicating with schools.

In-kind contributions will include the ambulance, all career speakers time, and the rooms used at the hospital, nursing home, clinic and school.

The total budget request is for \$2,011.00, with the total cost of the camp projected to be \$3,311.00. A conservative in-kind calculation is \$1300.



You Must Be From North Dakota If...



Your kids' baseball or softball game has been snowed out
People "borrow" things to you



Calculate all relevant expenses

- Salary
- Benefits (social security, workman's compensation)
- Printing and photocopying
- Postage and shipping
- Long distance and cellular telephone service
- Materials and supplies
- Mileage and travel
- Outside services

Appendices

- **Read guidance carefully** to be certain on page limitation.
- Include required items i.e. letters of support, memorandums of agreements.
- Include items that will strengthen and clarify your approach.
- Items that exemplify pre-planning and forethought on the project.

Follow-up

- Check notification dates
- Write thank-you note, funded or not
- If successfully funded, read Notice of Grant Award (NGA) carefully
- If proposal is not funded, ask for feedback from funding agency
- Rewrite/Resubmit
- Explore other funding sources

Common Federal Grant Mistakes

- Not Registered with Grants.gov
- Missing or Incorrect DUNS on application
- Expired SAM registration
- Application is rejected for errors and applicant did not leave enough time to correct before the deadline
- Rejection email is in spam folder
- Authorized Organization Representative (AOR), is not approved by E-Biz Point of Contact
- AOR is not available to submit the application
- Applying to the wrong announcement number
- Application exceeds page limits

Important Federal Tips!

- Check registrations as soon as you hear about a Federal grant opportunity! Or Get Registered NOW: DUNS, SAM, Grants.gov
- Authorized Organization Representative (AOR), passwords
- Do not wait until the last minute to submit application to grants.gov!
 - If application is rejected due to errors, may not be able to re-submit!
 - Waivers/extensions rarely granted!
- Submit all Information at the Same Time

Reasons for not receiving a grant:

- Inadequate planning or carelessly prepared proposal - 39%
- Competency of applicant not shown - 38%
- Nature of project - 18%
- Misc. - 5%



Source: U.S. Public Health Service

Center for Rural Health

How to Be a Grant Reviewer

HRSA uses health professions subject experts as peer reviewers to objectively evaluate a competitive group of grant applications. Reviewers are chosen based on their knowledge, education, experience and any criteria included in guidance that the applicants must respond to.

HRSA has specific interest in the following:

- Health professions training
- HIV/AIDS
- Maternal and child health
- Organ transplantation
- Primary care for underserved people
- Rural health



<https://rrm.grantsolutions.gov/AgencyPortal/hrsa.aspx>

All professionals working in or knowledgeable about Health Care Services are invited to register in our Reviewer Recruitment Module database (RRM).

HRSA Technical Resources and Important Links

Overview of How to Apply for a HRSA grant :

<http://www.hrsa.gov/grants/apply/index.html>

The Fundamentals of Writing a Responsive Application

<http://services.choruscall.com/links/hrsa150211.html>

Application Basics:

- Understanding the Grant Process
- Top 10 Tips
- Dictionary of Grant Terms

Register and Get Ready:

<http://www.hrsa.gov/grants/apply/register/index.html>

- Who and where to register
- Organization Checklist
- Navigating and Preparing a HRSA Application webinar
- Electronic Handbooks (EHB) Login Information



HRSA Technical Resources and Important Links

How to Find Opportunities and Submit an Application:

<http://www.hrsa.gov/grants/apply/findandsubmit/index.html>

- Overview on finding and submitting HRSA applications
- Sign up for Email Notifications from HRSA
- **Application Guide**
<http://www.hrsa.gov/grants/apply/applicationguide/sf424guide.pdf>

Write a Strong Application:

<http://www.hrsa.gov/grants/apply/writestrong/index.html>

- Overview of Writing a strong application
- Important parts of the application
- Tips for Writing Good Grant Proposal webcast and presentation
<https://www.youtube.com/watch?v=Mun2MyYPvs0>



Contact Us for More Information

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ruralhealth.und.edu

701-777-3848

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Questions?





You Must Be From North Dakota If...



You expect to be excused from school for deer hunting season

Your soup du jour at your favorite cafe is always beer cheese or knoephla

