

Notes: “Are You Ready to Apply for a Grant?” August 26th 2011, CSM

These are the key notes Cindy Thornley so kindly wrote down on the flip chart during the presentation. Hopefully they will remind you of everything that was discussed!

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- Population Influx
- Reveal Needs in Community
- Competition for Grants
- Collaborative Opportunities
 - o Partner
 - o Find out who else is doing what you are interested in doing

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- Situational Analysis
- Build Relationships in the Community
- Show evidence of your effectiveness: performance measures
- Investigate partnership opportunities
- Network
- Cooperation not competition

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- Get legal advice
- Market research: needs assessment!
- Federal Government - > State of Maryland
 - o Funds are being cut
- Know your:
 - o Mission
 - o Vision
 - o Goals and Objectives
- Be prepared with your elevator speech!

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- Situational Analysis
 - o Weaknesses:
 - 1 stream of funding
 - Capacity – enough people
 - Volunteers: if they don't stay and legal constraints/liability, background checks

- Volunteers can be great, but they aren't free
- Keep accurate records
 - o Act with business sense

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- Funders look for nonprofits that use good business practices
- Resources:
 - o Maryland Nonprofits
 - o Nonprofit Institute of Southern Maryland
 - o Nonprofit Towson degree program
 - o Charles County Public Library Cooperating Collection
 - Alyssa Williams: awilliams@somd.lib.md.us

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- Run your nonprofit like a business; you need a business plan
- Credentials can help you in the nonprofit competitive environment
- <http://grants.maryland.gov/Pages/grantsHome.aspx> Don't chase the money
 - o Your mission and their mission should match
 - o Don't change your mission just to get the money
- Grant money is not free money
 - o There is work involved

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Proposal writing

1. Copy and paste from your business plan
2. Majority of granting agencies are looking for partnerships
3. Have others edit your writing and check the math
4. Scan required documents and attach and send them
5. <http://www.grants.gov/>

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- The federal register
- <http://www.usa.gov/Matching> or challenge grants
 - o Match with dollars or "in-kind" services (volunteer hours)
- Links to grants resources at <http://grants.maryland.gov/Pages/grantsHome.aspx>
- Create sustainability

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- Foundation Grants i.e. Chaney Foundation
- Go to the Charles County Public Library to access the Foundation Center to search for grant opportunities
- The Community Foundation of Charles County (Funds!)

- <http://www.somdgiving.org/>

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- Accountability
- Transparency
- You cannot co-mingle funds
- All the grants, no matter the amount, require the same amount of time to provide accountability
- Press releases if you receive funding