nuts & bolts

Welcome to our newsletter, we're so glad to have you in our virtual community. We chose to call this quarterly newsletter **nuts & bolts** because we want to present essential or basic aspects of research, monitoring, evaluation, as well as grant-seeking and grant-writing in the nonprofit world. Our desire is to help you navigate through the more technical side of *social impact.*

Empowerment and capacity building are at the core of who we are, so we want this newsletter to be useful to *you*. In every edition, we will highlight <u>four</u> things that could help you expand your knowledge base and learn from our experiences in the field. We encourage you to reach out to us with your questions or areas to highlight in each newsletter. Follow the icons: ➡

TERM TO KNOW
WE HIGHLIGHT WORDS YOU MIGHT KNOW, OTHERS YOU MIGHT NOT BUT NEED TO.

ARTICLE
WE ADDRESS ISSUES IN THE FIELD, SHARING FIRST-HAND LESSONS LEARNED AND BEST PRACTICES.

PRACTICAL RESOURCE
WE IDENTIFY USEFUL RESOURCES IN THE FIELD, IDENTIFYING SPECIFIC NOTEWORTHY AREAS.

YOUR QUESTIONS ANSWERED
WE PROVIDE ANSWERS TO YOUR QUESTIONS, SO SEND THEM IN TO US: <u>NONPROFIT@ELITERESEARCH.COM</u>

The **nuts & bolts** for this quarter include a special feature on grant-writing:

GUIDELINES

A funding agency's description of what it hopes to accomplish by the funds, as well as an outline of who may apply and instructions/rules for how proposals must be laid out and submitted. For most state and (especially) federal agencies, these guidelines function as a weed-out process. This means, the funder has people (or the online system itself) check to ensure the submitter follows the exact format specified, includes the specific content (including attachments), and was submitted properly (i.e. follow directions). A funder typically does this for two reasons: 1) to reduce the number of proposals to review down to those who took the requirements seriously and 2) if the submitter failed to comply to guidelines on the front-end of the process, they may not comply with funding requirements if funded. It is fair to say, the larger the funding opportunity, the longer and more complex the guidelines will be. It is important to remember that grant guidelines are not suggestions: **they are instructions**.

TIPS FOR A SUCCESSFUL GRANT PROPOSAL

There is a considerable amount of grant money available from foundations and government sources designed to fund a vast array of programs and projects; however, for many, applying for a grant is a stressful process. Organizations that are interested in receiving grant funding should remember several factors when writing their proposals: have clearly defined goals, organize the presentation of the material, use clear language for the proposal, include a detailed budget, and follow the specified guidelines of the funding organization. You may either have the feeling that those who receive grants are lucky or have "connections," however, in most cases, donating ...read the rest of the article.

BETA SAM.GOV

The official U.S. government website for people who make, receive, and manage federal awards. For those interested in grants, click on the tab to the left of the search bar and select Assistance listings (this replaces the CFDA listings). If you leave the search bar clear and select "Search," it will take you to an advanced search options. This is particularly useful as you can search by agency, type, beneficiaries, applicants, assistance type, zip code, etc. Check it out: beta.sam.gov

WHAT IS A CFDA#?

There are 72 United States federal agencies and departments that offer assistance in the form of grants, scholarships, loans, etc. Every federal assistance program has an identification number. It is a 5-digit number assigned to each awarding document or cooperative agreement. In 2018, the CFDA (Catalog of Federal Domestic Assistance) changed to "Assistance Listings" but the CFDA numbers are still used for identifying and sorting the 2,000+ federal programs. The identifying number includes two parts – one demarcating the funding agency and one for a particular program. For example, CFDA 93.361 would mean funding through the Department of Health and Human Services (93.) and within the Nursing Research program (.361).

And just for fun... ☺

Isaac Newton struggles to write the economic impact section of his 'gravity' proposal.

Source: https://www.ifm.eng.cam.ac.uk/research/grant-writers-handbook/cartoons/

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