



Navigating Grants: Apply & Manage

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Agenda



- * Identifying Grant Opportunities
- * Grant Management Essentials
- * Maximizing Grant Impact



Identifying Grant Opportunities

1

Research

- Thoroughly research grants aligned with goals.
- Ensure eligibility before applying.
- Understand requirements for successful application.

2

Application Process

- Understand grant application process: documentation, deadlines, guidelines.
- Note unique procedures for each grant.
- Review instructions for compliance.

3

Engaging Stakeholders

- Involve key stakeholders.
- Understand organizational needs.
- Strengthen proposals.
- Engage team and beneficiaries.
- Gain valuable insights.



Creating a Strong Proposal

1

Needs Assessment

Clearly defining the problem or opportunity, supported by data and evidence.

2

Project Planning & Budgeting

Clearly outlining goals, activities, timeline, and expected outcomes, along with a thorough budget.

3

Impact and Sustainability

Highlighting the project's potential impact on beneficiaries and the community, along with sustainability plans beyond the grant period, boosts proposal strength.

Grant Application Strategies

- Clear and Concise Communication
- Alignment with Funder Priorities
- Review and Collaboration

Grant Management Essentials

Grant Administration Structure

Documentation

- **Having a clear documentation process for tracking and reporting.**
- **Ensures accountability, transparency and compliance with grant requirements.**

Roles & Responsibilities

- **Clearly define roles and responsibilities.**
- **Assign tasks for grant management activities.**
- **Cover financial management, program implementation, and reporting.**
- **Ensure effective grant oversight.**

Compliance & Reporting

- **Understand grant compliance and reporting requirements.**
- **Adhere to reporting deadlines.**
- **Provide accurate, transparent reports.**
- **Maintain positive funder relationships.**



Financial Accountability

Financial Management

Budget Monitoring

- Tracking grant expenditures
- Ensure budget adherence
- Identify variances

Risk Management

- Identify and mitigate risks
- Develop risk management strategies
- Establish contingency plans for successful implementation

Documentation

- Maintain thorough records
- Support financial and programmatic reviews
- Enhance organizational credibility and transparency

1

Communication

- Transparent communication
- Regular project updates

2

Flexibility

- Adaptable and responsive to funder feedback
- Address evolving project needs
- Adapt to changing circumstances



Maximizing Grant Impact

Sustainability

1

Long - Term

- Develop sustainability plans
- Strategies for maintaining project outcomes
- Demonstrate foresight and commitment to long-term impact

2

Diversify Resources

- Diversify funding sources
- Strategic partnerships
- Contribute to the sustainability of programs and initiatives.

3

Community Engagement

- Involve community in sustainability planning
- Engage in capacity-building with community
- Foster ownership, resilience, and lasting impact
- Extend impact beyond grant lifecycle

Helpful Tips:

- Research Grant
- Read Guidelines
- Plan Ahead
- Compelling Proposal
- Demonstrate Impact
- Budget Realistically
- Seek Feedback
- Follow Instructions
- Supporting Documentation
- Submit Early

Common Terms

- Proposal
- Budget
- Objectives
- Methodology
- Evaluation
- Timeline
- Impact
- Sustainability
- Collaboration
- Mission Alignment



Any questions?



Thank You!