

# Proving Your Need

and backing it up before, during and after the grant

# What we will learn today

## MISNOMERS

Chasing money

Supplanting

Budget shortfalls

## DEFINITION OF TERMS

Needs

Goals

Objectives

Outcomes

Approach

Outputs

Inputs

Data

# City grant policy/procedure

Department point of contact

Brainstorming potential projects/programs/products/equipment for a grant

Process of receiving grant announcements

Process to request seeking a grant

Grant assistance offered

# Chasing money

WHICH COMES FIRST THE MONEY OR  
THE PROJECT?



THE ANSWER



# Supplanting

IF IN THE BUDGET



IF EXCLUDED FROM THE BUDGET



# Budget shortfalls

The lack of funding in the budget is not a need it is a reason

So what is a need? How can it be defined?

# Need or problem statement

Remember to identify the problem

Define the nature and extent of the problem

Establish community need, not your need!

Has there been community meetings?

Has it been identified as a need in a planning document or by city council?

What is happening and to whom?

Why is it happening? How do you know?

There may be more than one reason for the problem. Narrow it down to the reasons your department can address, based on your mission and capacity.

The lack of a program is not the problem

Quantify claims of a problem with back-up e.g. data

So what, who cares?

# Goals

A general statement of what you want to accomplish

A desired end result

Directed toward agency mission and vision

Provide clear direction for program

Address gaps

Be challenging but realistic and achievable



# Objectives/Outcome

A specific, measurable, time-bound statement of desired results

## SMART

- 1) Reflect specific, desired accomplishments – link to a number/rate/percentage
- 2) A Measurement of progress toward completion of objective – what is in place to track or record
- 3) Challenging but attainable and realistic
- 4) Specify a result rather than an activity
- 5) Contain a specific time frame for completion
- 6) Lead to goal attainment

Specific changes in target audiences' behavior, knowledge, skills, status and level of functioning...

# Approach

How are you going to do what you said you would do?

- 1) Who – identify the target audience
- 2) What results are sought?
- 3) How will it be measured?
- 4) By when will it be achieved?

who when  
what how



=SMART

75% of regularly attending students will improve in core academics as measured by improvement in math grades from the first semester of the school year to last semester grades.

From the first quarter to the end of each program year, 50% of 4th graders attending 30+ days will advance one level in benchmark testing.

The grantor is asking...

Who?

Results?

Measure?

When?

# Outputs

What are the results?

Direct products/result of program activities and types, levels and targets of services to be delivered

What will be different in the community because of the grant?

Using the previous example –

Children will have done better in school

# Inputs

What is needed to implement? What resources?

- Staff
- Leverage (money)
- Equipment

# Data

Census

Program participation

Crime statistics

Professional opinions

Research

Publications

Newspaper

# Resources

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# Thank you

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