Grant Research Worksheet

Part 1: Organization Review

What are the organization's goals, values, & priorities? How do these relate to the goals, values, and priorities of my organization and my program?

What funds are available? What is the average awarded grant size?

What kind of grant do they usually give?

Who have they funded in the past? Are any past recipients similar to my program?

How can I use this information to improve my application?

Part 2: Application Review

Are there eligibility requirements or restrictions on this grant? Does my program meet them?

When is the application due? What do I know about the process and timeline?

Are there rules/expectations about how to format the application? Are there word count expectations or restrictions for narrative answers?

What information or documents do I need to gather?

What questions do I have about this grant and its application? Where can I find the answers? Who can I reach out to for help?