

Tips on Grant Writing for School and Teen Related Projects

1. Write clearly and edit.
2. Be honest about the project, *but* do not underestimate the influence of what you are doing. That is, proudly declare all the good that will likely flow from your work.
3. If you are unsure of the exact costs of items, come up with ballpark estimates and go with those; you can revise the details later.
4. Generally speaking, ask for the maximum amount. There are always unexpected costs that you will need to cover.
5. When possible, specifically discuss the educational benefits to the students; that is, what will students learn. Do not *only* include the concrete or most obvious skills or ideas that will be learned (e.g., how to avoid an abusive relationship), but also outline what you – the students carrying out the project – will gain from organizing the project.
6. Highlight how you are working with groups and agencies in the community; emphasize how you are already working with them and how they are ready to be a part of this project (e.g., Lyn and Wendy at the Advocacy Center).
7. Toss in a line about how you envision this as an on-going project and that the work this year is just the first step; speculate on how that might happen (e.g., health teachers at Ithaca High including a unit on abusive relationships or having more Ithaca High participation in the Take Back the Night Rally).
8. When you are done writing, look it over and make sure this really matters to you and that you have the time and energy to follow through. Grant folks do not look kindly on offering cash and then having a project sputter out.
9. Have friends read over the grant to make sure it sounds good and that you have not overlooked any important points.
10. Edit one last time. You do not want to lose the funds because of typos and grammatical errors.