

KEY COMPONENTS OF AN EFFECTIVE GRANT REQUEST

PROJECT PLAN

- Offers a clearly defined program.
- Addresses a community need.
- Does not replicate existing services.
- Involves appropriate partnerships/collaborations.
- Stands at a stage of development that justifies the support requested.
- Provides benefits to the potential funder.

COMMUNITY IMPACT

- Offers a compelling opportunity to improve the community's quality of life.
- Specifies who and how many will be served.
- Communicates the intended changes in the community and/or individuals' lives.
- Provides evidence to support the club's approach.
- Includes a clear plan for measuring impact.

CAPACITY

- Demonstrates project's consistency with the club's strategic plan, core values and activities.
- Shows adequate resources, staff and skills to carry out the project and respond to challenges.
- Communicates club's efforts to improve/grow.
- Explains that the club communicates clearly and with transparency.
- Indicates strong leadership at board and staff levels.
- Shows that the project will continue after funding (if appropriate).

FINANCE

- Presents clear, detailed, realistic project budget, with reasonable costs.
- Demonstrates that grant request is appropriate to total project cost.
- Explains that financial/in-kind support will also be provided from other sources.
- Indicates a realistic plan for future funding.

OUTCOMES

- Provides clear and realistic outcomes.
- Demonstrates appropriate measurement methods.
- Links project outcomes to the funder's priorities and indicates meaningful contributions.



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