



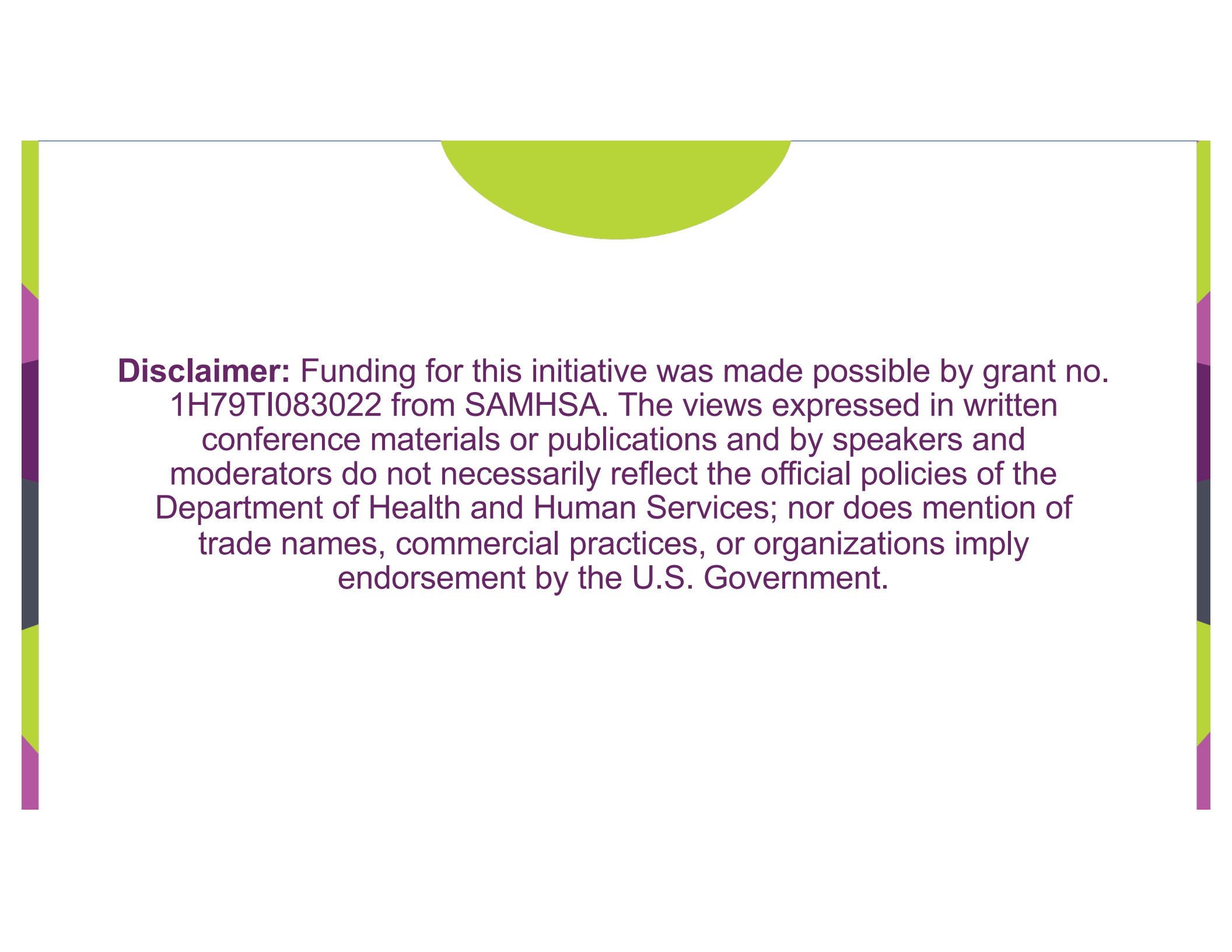
Nonprofit Basics: Strengthening Organizational Capacity

Grant Writing Basics


7/11/23, 1-2:30pm ET/ 12-1:30pm CT/10-11:30am
PT

Allyson Kelley, DrPH
Kelley Milligan, MPH

SAMHSA
Substance Abuse and Mental Health
Services Administration



Disclaimer: Funding for this initiative was made possible by grant no. 1H79TI083022 from SAMHSA. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services; nor does mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.

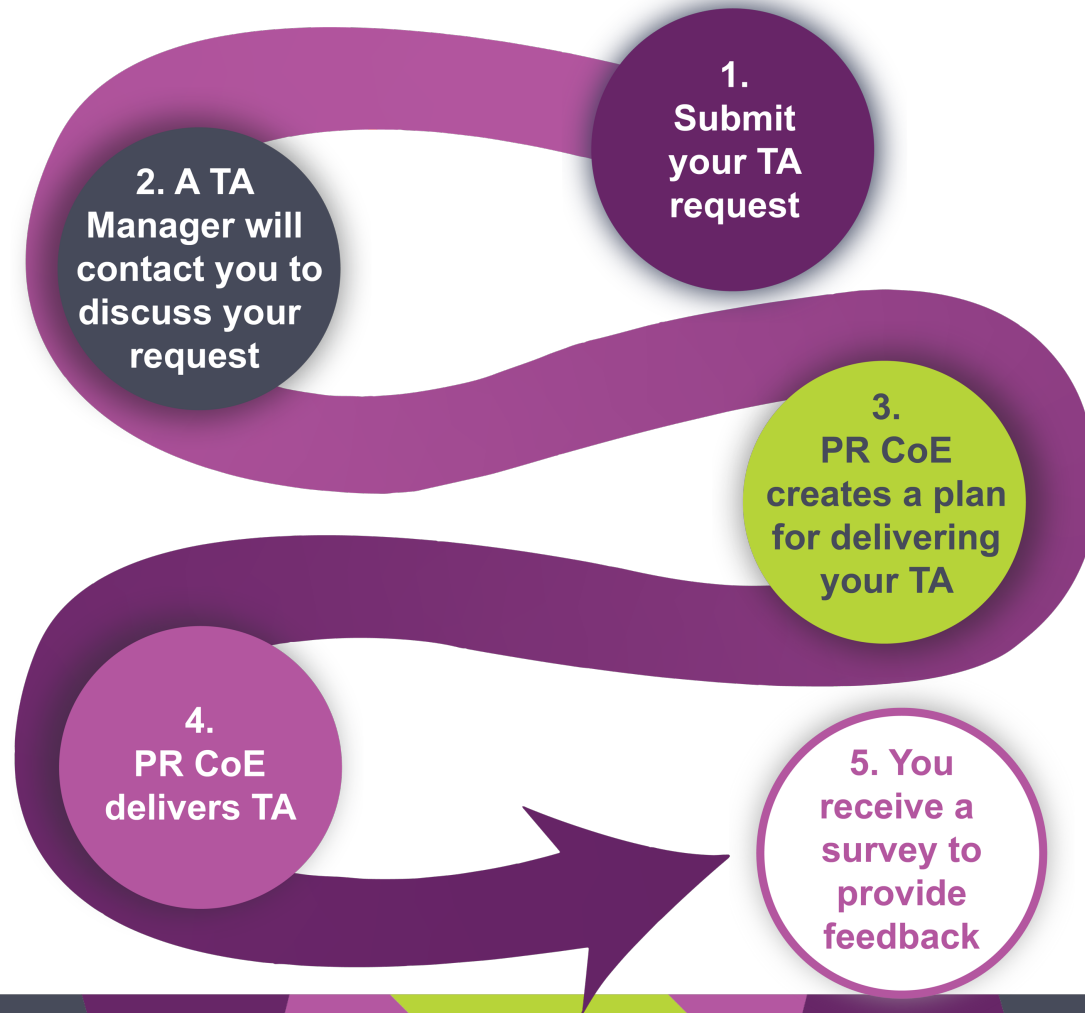


If we want addiction destigmatized, we need a language that's unified.

The words we use matter. Caution needs to be taken, especially when the disorders concerned are heavily stigmatized as substance use disorders are.

<https://www.recoveryanswers.org/addiction-ary/>

Technical Assistance Request and Delivery



Housekeeping Notes

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- Please mute yourselves when the presenter is speaking.
- When you speak, please identify yourself by name and work area to help others recognize you.
- During the presentation, submit questions and feedback in the chat box.
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Agenda

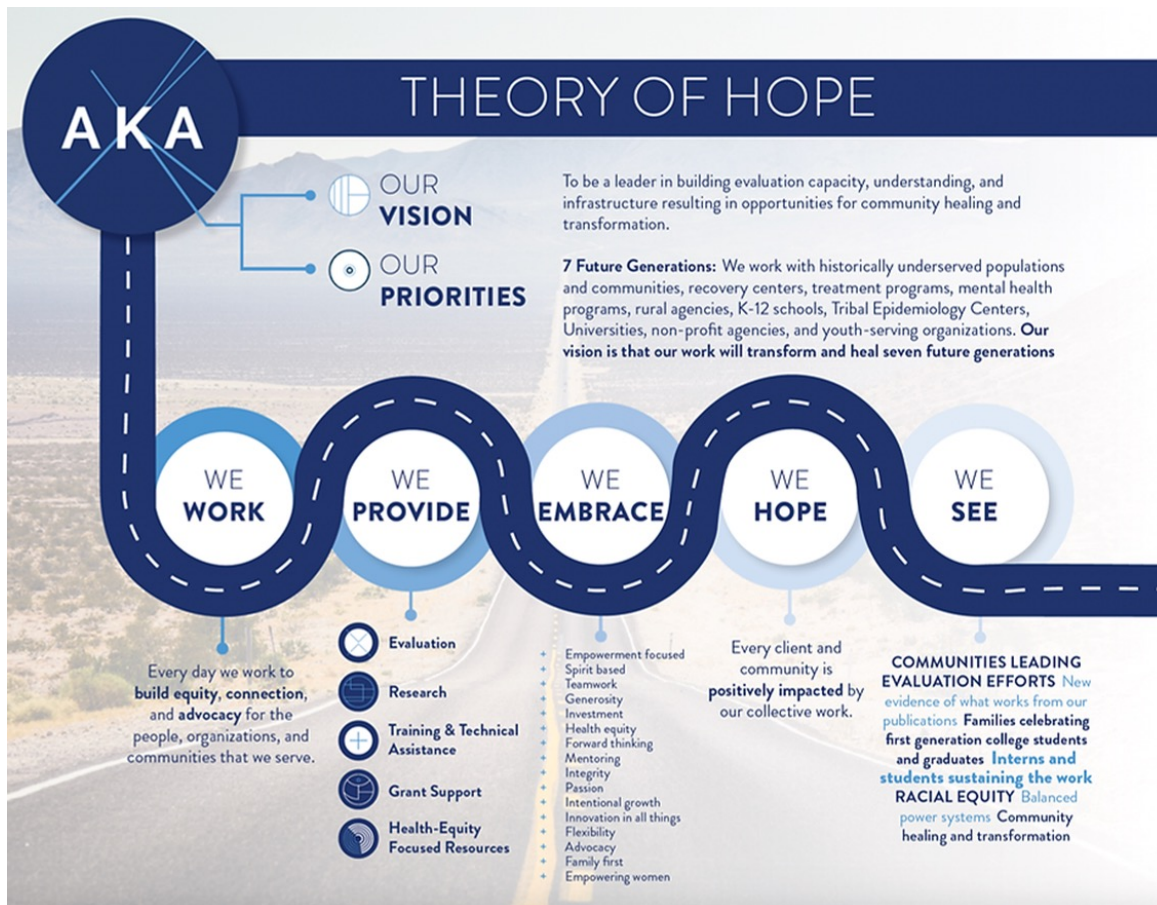
- Welcome
- Overview – what, how, who, and when
- Positionality & Abundance
- Grant Writing, Running the Race
- Finding Grants
- Basic grant components
- Homework review





About us

<https://www.allysonkelleypllc.com/>





Our Clients

- Universities
- Community-based Recovery Organizations
- Tribes and Tribal Behavioral Health Programs
- K-12 Schools
- County Health Departments
- Non-profits
- Many others

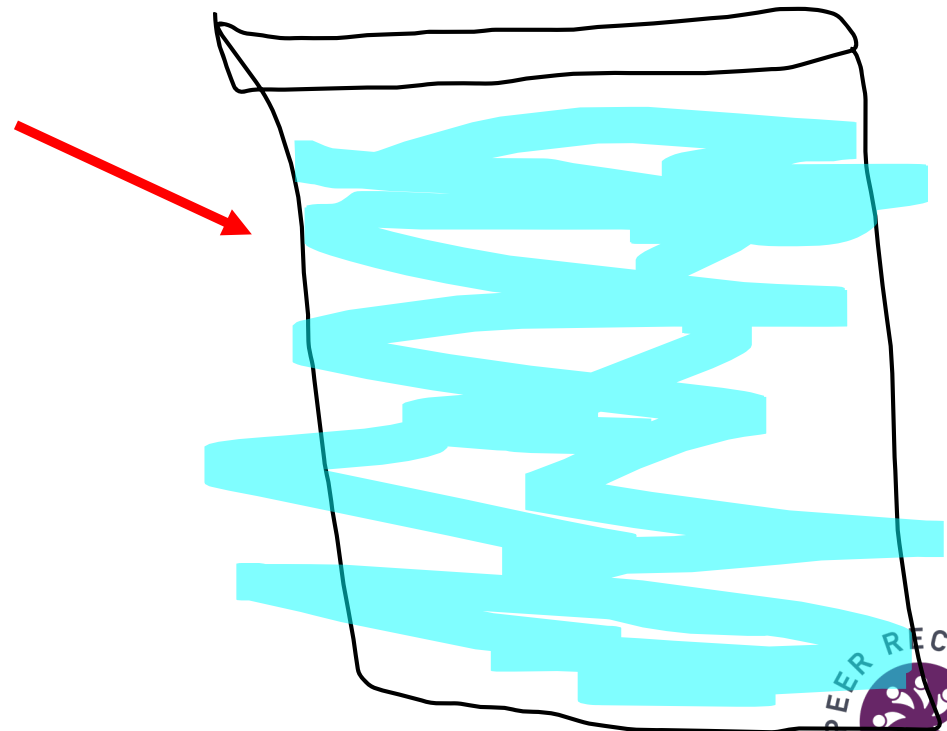
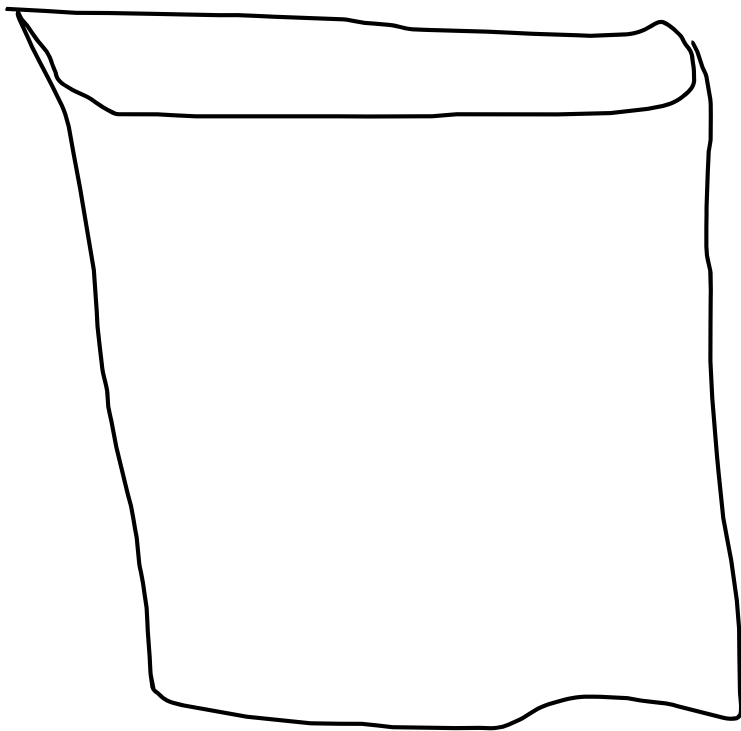


About You

- Name
- Organization
- Role
- Are you in recovery/healing?
- Fun fact about you



Draw an empty class on a sheet of paper....



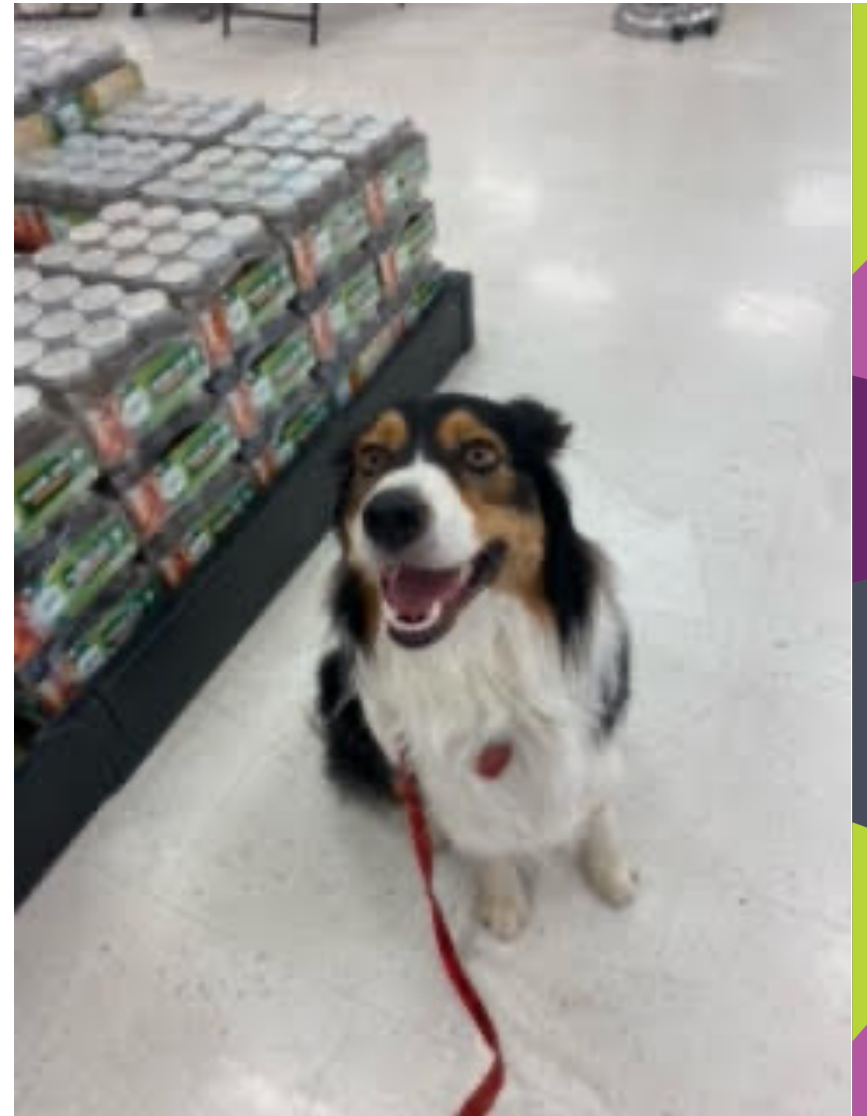
Learning Objectives

1. Learn techniques essential for obtaining grants
2. Review examples of funded grants and consider areas for improvement
3. Describe the requirements for submitting a federal grant application using a checklist approach and other submission requirements
4. Review a SAMHSA RFA and understand the essential information presented



Kahoot!

- Go online Kahoot.it
- <https://create.kahoot.it/details/47f139ce-33aa-4505-b48c-2fa925f0ef2a>
- Download app at Kahoot!app
- Enter the Game Pin Add your nickname
- Wait for the music and fun to begin



What is a grant?

- A sum of money given by a government agency or other organization for a particular purpose.

No one has ever become poor by giving.

– unknown



How does grant writing work?

- Identify area lacking abundance
- Find funder
- Check eligibility/fit
- Begin the race with writer, budget, submitter, partners
- Submit the grant
- Wait



Who funds grants?

- Federal agencies
- States
- Private foundations
- Community foundations
- Corporate foundations
- And More...



HHS Divisions



ADMINISTRATION FOR
CHILDREN & FAMILIES



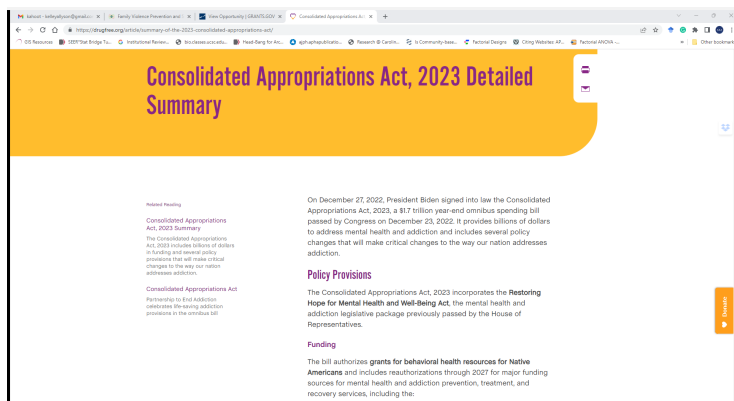
ATSDR



HRSA
Health Resources & Services Administration



Federal Funding

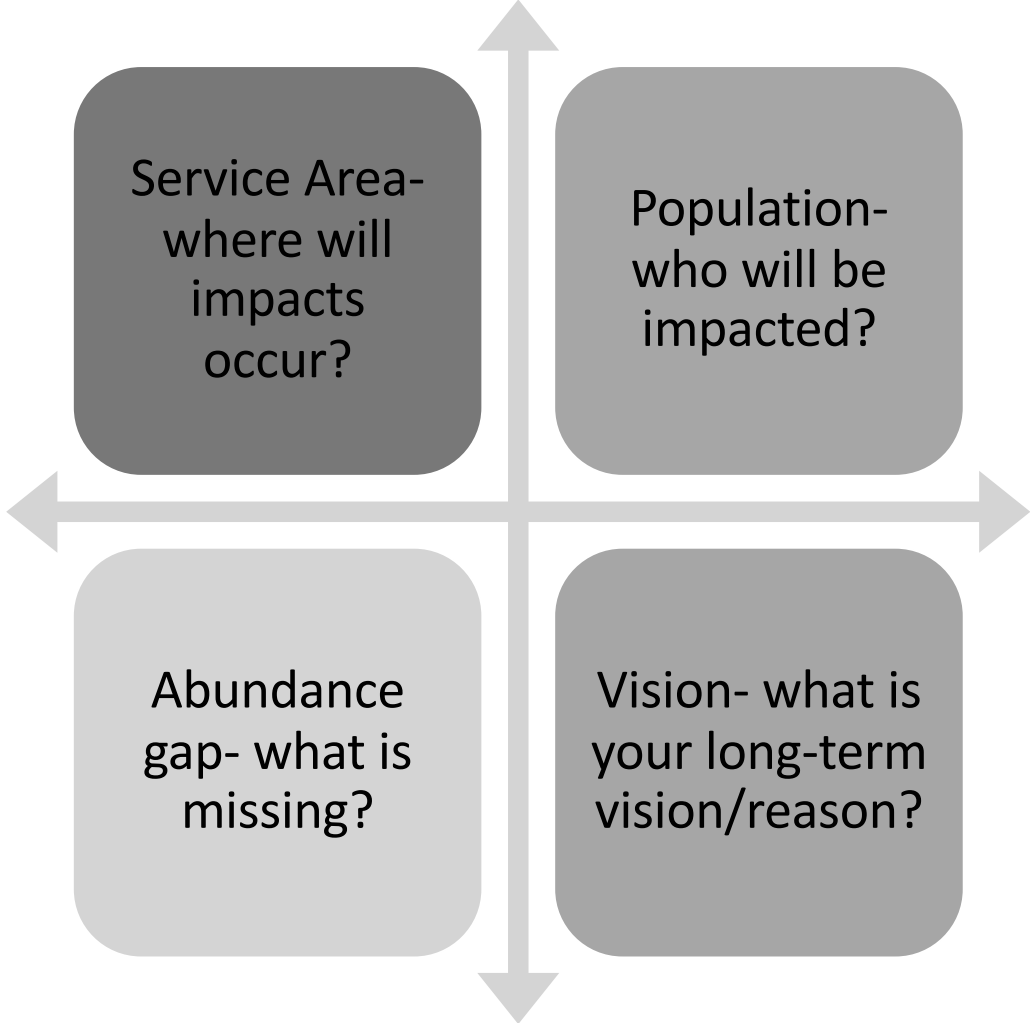


- 26 Federal grant-making agencies (\$10.2T)
- Dept. of Health & Human Services largest grant-making agency in the U.S.
- 23.4% of 2021 Federal grant spending (\$2.4T)
- 456,211 grants in 2021 (i.e., state Medicaid agencies, education, school food programs); 322,008 competitive grants under \$1M
- FY 2022 budget includes \$131.8B in discretionary funds and \$1.5T in mandatory funding.
- [Consolidated Appropriations Act, 2023](#) \$1.7T in year-end funding passed by Congress to address mental health and addiction.
- More on SAMHSA Funding [Here](#)





Preparing for the grant writing race...





Know your organization/program

- Evidence- literature reviews, models, EBPs
- Capacity- can your organization do it?
- Competition- how many awards?
- Funder Fit – what and who have funders typically funded?

Believe in what you can do as a collective...





Where do I find grants?

Grants.gov

Federal Register

States

Non-profit organizations

Rural Health Information Hub

National Network to Eliminate Disparities

Foundations

Others



SEARCH GRANTS

BASIC SEARCH CRITERIA:

Keyword(s):

Opportunity Number:

CFDA:

SEARCH

OPPORTUNITY STATUS:

- Forecasted (303)
- Posted (2,438)
- Closed (4,534)
- Archived (60,243)

FUNDING INSTRUMENT TYPE:

- All Funding Instruments
- Cooperative Agreement (1,001)
- Grant (1,896)
- Other (154)
- Procurement Contract (45)

ELIGIBILITY:

- All Eligibilities
- City or township governments (1,174)
- County governments (1,205)
- For profit organizations other than small businesses (1,026)

[Search Tips](#) | [Export Detailed Data](#) | **Save Search »**

SORT BY: Posted Date (Descending) ▾ **Update Sort**

DATE RANGE: All Available ▾ **Update Date Range**

1 - 25 OF 2741 MATCHING RESULTS: [« Previous](#) **1** 2 3 4 5 6 ... 110 [Next »](#)

Opportunity Number	Opportunity Title	Agency	Opportunity Status	Posted Date ↓	Close Date
SBF50022GR0003	Environmental Education Program	DOS-BHS	Posted	03/23/2022	04/15/2022
MDA-STEM-BEST-HTPD-2022	Best Robotics Grant - Teacher Professional Development	DOD-MDA	Posted	03/23/2022	05/06/2022
G22AS00279	Cooperative Agreement for CESU-affiliated Partner with Great Lakes Northern Forests Cooperative Ecosystem Studies Unit	DOI-USGS1	Posted	03/23/2022	04/23/2022
MDA-STEM-BEST-KITS-2022	Best Robotics Grant - Robotics Kits	DOD-MDA	Posted	03/23/2022	05/06/2022
O-BJA-2022-171210	BJA FY 22 Preventing Violence Against Law Enforcement Officers and Ensuring Officer Resilience and Survivability (VALOR) Initiative	USDOJ-OJP-BJA	Posted	03/23/2022	05/20/2022
O-BJS-2022-171203	FY 2022 National Criminal History Improvement Program	USDOJ-OJP-BJS	Posted	03/23/2022	05/16/2022
BIA-IBIP-2022-OIED	Indian Business Incubators Program (IBIP) Grants under the Native American Business Incubator Act of 2020	DOI-BIA	Posted	03/23/2022	06/17/2022
G22AS00275	Cooperative Agreement for CESU-affiliated Partner with Great Lakes Northern Forest Cooperative Ecosystem Studies Unit	DOI-USGS1	Posted	03/23/2022	04/23/2022
NOAA-OAR-SG-2022-2007241	American Lobster Research Program	DOC	Posted	03/23/2022	05/24/2022
O-BJA-2022-171088	BJA FY 22 Emmett Till Cold Case Investigations and Prosecution Program	USDOJ-OJP-BJA	Posted	03/23/2022	05/20/2022
SFOP0008707	Raising Public Awareness on Countering the Financing of	DOS-SCT	Posted	03/23/2022	05/02/2022





FEDERAL REGISTER

The Daily Journal of the United States Government



Monday, April 4th

Current Issue

120 documents from 51 agencies (214 Pages)
 94 Notices 10 Proposed Rules 16 Rules 3 Significant Documents

Public Inspection

Special Filing

updated on 4:15 PM on Monday, April 4, 2022

11 documents from 10 agencies
 6 Notices 1 Presidential Document
 2 Proposed Rules 2 Rules

Regular Filing

updated on 8:45 AM on Monday, April 4, 2022

99 documents from 45 agencies
 77 Notices 5 Presidential Documents
 3 Proposed Rules 14 Rules

Search Federal Register Documents Since 1994

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Find



886,267 documents

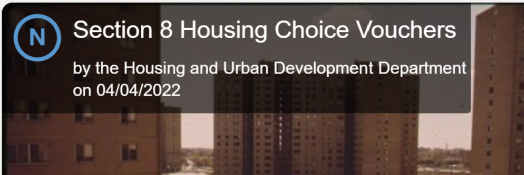


Money

Environment

World

Section 8 Housing Choice Vouchers
 by the Housing and Urban Development Department
 on 04/04/2022



Suggested Searches [view all](#)

- Health Care Reform**
158 documents in the last year
17 open for comment
- Veterans Employment & Training**
26 documents in the last year
0 open for comment





AGENCY:

Office of the Secretary of Transportation, U.S. Department of Transportation.

ACTION:

Notice of Funding Opportunity (NOFO).

Multimodal Project Discretionary Grant Opportunity (MPDG)

SUMMARY:

The purpose of this notice is to solicit applications for three funding opportunities: The National Infrastructure Project Assistance grants program (Mega), the Nationally Significant Multimodal Freight and Highways Projects grants program (INFRA), and the Rural Surface Transportation Grant program (Rural). While applicants can choose to apply for only one grant program, this combined solicitation will allow applicants to apply for two, or all three of these funding opportunities by submitting only one application. It also aims to better enable the Department to proactively assist project sponsors in matching projects with the most appropriate grant program(s) and facilitate individual projects in potentially receiving funding from multiple grant programs. Funds for the INFRA, Mega, and Rural funding opportunities will be awarded on a competitive basis for surface transportation infrastructure projects—including highway and bridge, intercity passenger rail, railway-highway grade crossing or separation, wildlife crossing, public transportation, marine highway, and freight projects, or groups of such projects—with significant national or regional impact, or to improve and expand the surface transportation infrastructure in rural areas.

DATES:

DOCUMENT DETAILS

Printed version:

[PDF](#)

Publication Date:

03/25/2022

Agencies:

[Department of Transportation](#)
[Office of the Secretary of Transportation](#)

Dates:

Applications must be submitted by 11:59 p.m. EDT on May 23, 2022. The Grants.gov "Apply" function will open by March 25, 2022.

Comments Close:

05/23/2022

Document Type:

Notice

Document Citation:

87 FR 17108

Page:

17108-17136 (29 pages)

Document Number:

2022-06350

DOCUMENT DETAILS

DOCUMENT STATISTICS

Page views:

620

as of 04/04/2022 at 8:15 pm EDT

State Grants example

The screenshot shows the Oregon Community Foundation website. The navigation menu includes 'WAYS TO GIVE', 'COMMUNITY IMPACT', 'GRANTS & SCHOLARSHIPS', and 'PROFESSIONAL ADVISORS'. Below the menu, the 'Grants' section is displayed with the text: 'OCF grants are as varied as our state. Apply for grants below, explore our [giving](#) or go to grantee information for [advised funds](#) or [designated funds](#).'

The screenshot shows the California Grants Portal website. The main heading is 'FIND GRANTS'. Below it, there are sections for 'REFINE RESULTS' and 'Filter grants by...'. The 'REFINE RESULTS' section includes a 'Keyword search' field and checkboxes for 'Show: Forecasted', 'Active', 'Closed', and 'Post Award Info'. The 'Filter grants by...' section includes dropdown menus for 'AGENCIES' (Any Agency), 'CATEGORY' (Health & Human Services), 'ELIGIBLE APPLICANT' (Any Eligible Applicant), and 'DISBURSEMENT METHOD' (Any Disbursement Method). There is also a 'CLEAR SEARCH TERM(S)' button and an 'Apply Filters' button. At the bottom, it says 'Displaying 1 - 20 of 31'.

The screenshot shows a filter interface. It starts with 'Filter by:'. Below this, there are two dropdown menus: 'REGION' (set to 'ALL') and 'IMPACT AREA' (set to 'HEALTH AND WELL-BEING'). At the bottom right, there is a logo for 'PEER RECOVERY CENTER OF EXCELLENCE'.

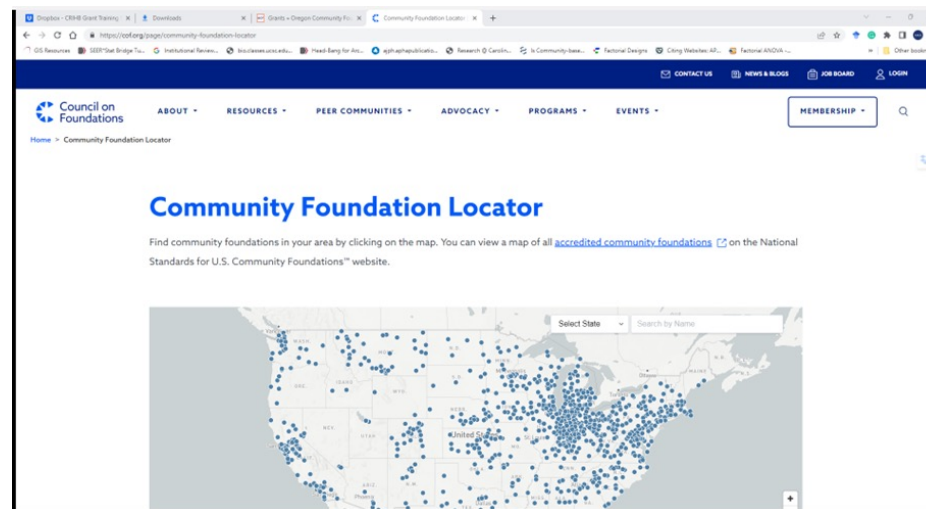
Private funding

- More flexibility in responding to organizational needs
- Faster turnaround for grant award
- Applications and reports are generally simpler
- Funder more accessible
- Often funds multiple years
- Less competitive



Community Foundations

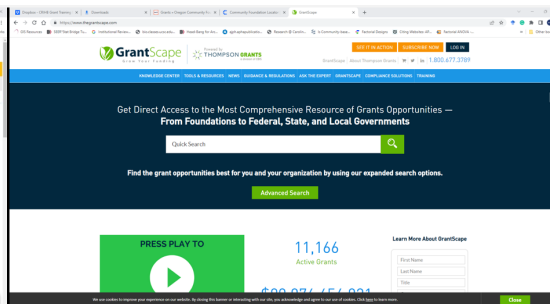
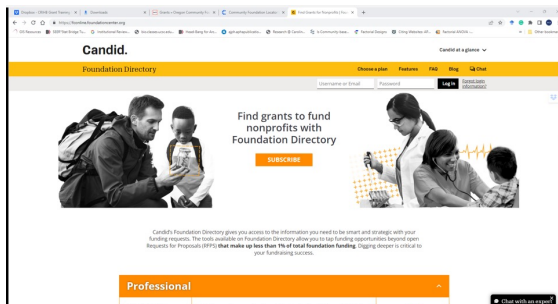
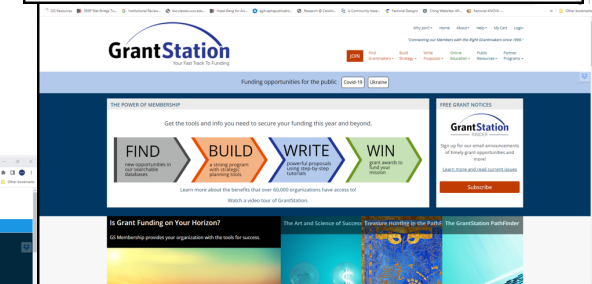
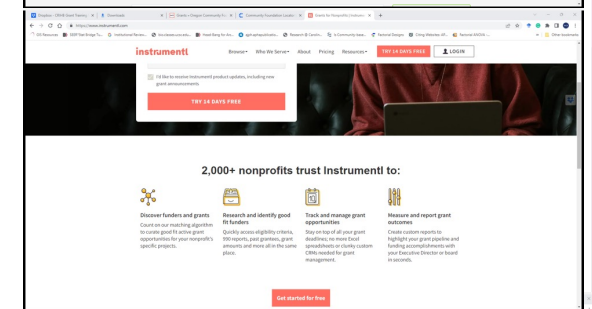
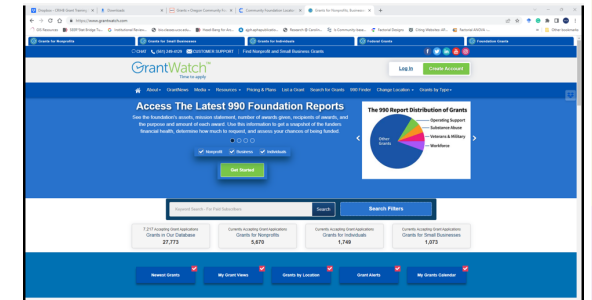
- Personalized service
- Local expertise
- Community leadership
- We do not use...



Grant databases that require payment...

We do not use ...

- Instrumentl
- Foundation Directory Online
- Grant Watch
- GrantScape
- GrantStation





Dropping out of the race....

BUSH FOUNDATION

We invest in great ideas and the people who power them.

ALL GRANTS & OPPORTUNITIES

FROM LEFT, BUSH FELLOWS SEAN SHERMAN (2018), AMELIA FRANCK MEYER (2015) AND BETHLEHEM GRONNEBERG (2016).

The Bush Foundation works to inspire and support creative problem solving – within and across sectors – to make our region better for everyone.

We do this by investing in great ideas and the people who power them in Minnesota, North Dakota, South Dakota and the 23 Native nations that share the same geography.

Learn more about [What We Do](#) and [How We Work](#)





Activity #1

Take 5 minutes

Search grants.gov or SAMHSA, or other website mentioned today

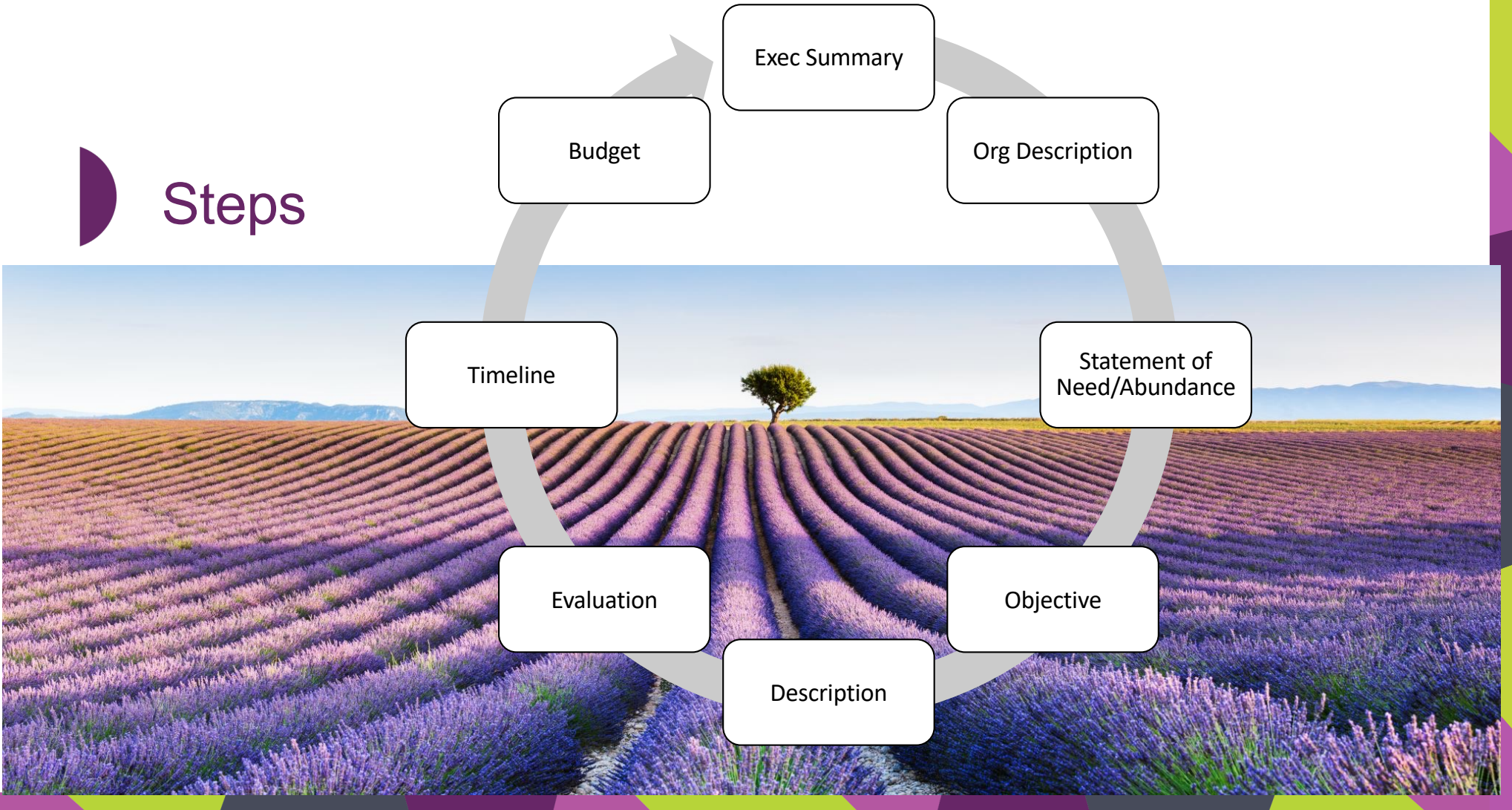
Use recovery or a key term/population

What did you find?

Share with your findings with the group



Steps



Seven Steps...

1. Executive Summary- What problem/lack of abundance do you want to address? Why is it a problem/lack of? How will you address it? What have you done so far?
2. Organization Description- Why are you the best? What have you done already? Who are the key staff? What MOUs, partnerships, etc., do you have in place?
3. Needs / Lack of Abundance Statement- What exactly do you want to address? Why?
4. Objective- What are you trying to achieve Description- How will this happen? Who are activities targeted at? Outreach? Methods?
5. Evaluation- How will you know what is happening, working, and needs improvement?
6. Timeline- How long will this take? Phases? Who will be involved?
7. Budget- How much will this cost? Who will staff it? Equipment? Operations? In-kind?



Starting and ending the grant writing race

- Submission deadline
- Requirements
- Application components
- Internal deadlines
- Writing team responsibilities
- Tracking
- Celebrating



Due: 05/15/2023

Application Requirements Example

Application requirements	NOFO location	Notes	Team Lead
Project Abstract	Pg 29	Enter text into the Project Abstract Summary text box in Grants.gov	Vanesscia to write and RMTLC to enter
Project Narrative	Pg 24, 29	Max 20 pages, single spaced, 12 pt font, 1-inch margins, number all pages, includes work plan	Vanesscia/Kelley
<ul style="list-style-type: none"> Partner Involvement Table Evaluation and Performance Measurement Plan *Note DMP is not required 	Pg 12 Pg 15, 30		Vanesscia Kelley
<ul style="list-style-type: none"> Management and Staffing Plans Work Plan 	Pg 17 Pg 18	See page 18 for sample	Kelley Vanesscia
Budget Narrative	Pg 24, 31	Save as "Budget Narrative" and upload as .pdf Funding restrictions on pg. 34	Vanesscia
Attachments			
Table of Contents	Pg 29	Save as "Table of contents" and upload as .pdf For the entire submission package	Vanesscia
Letters of Support		Save as "Letters of Support" and upload as .pdf	RMTLC
<ul style="list-style-type: none"> 3 from CDC-funded organizations 3 from non-CDC funded organizations 	Pg 10 Pg 11		
CV/Resumes for staff	Pg 17	Save as "CVs/Resumes"	RMTLC
Risk Assessment Questionnaire	Pg 27	Save as "Risk Questionnaire Supporting Documentation_[document name]"	RMTLC
Duplication of Efforts	Pg 28	Save as "Report on Programmatic, Budgetary, and Commitment Overlap"	Vanesscia
Indirect Cost Rate Agreement	Pg 32	Save as "Indirect Cost Rate"	



Four
Lessons for
Your Race
from AKA



- Begin with the end in mind.
- Make sure you have the right people in the race.
- Keep things real.
- We can always do better.



Homework Review and Options

Option 1.

Review a funded federal grant application and score the application based on the criteria provided.

This will be used in Grant Writing Session 2,
<https://www.dropbox.com/sh/oakcdi4qe0vjzgx/AACxphrncPV0MRCrbPfSFASva?dl=0>

Reflect on...

- What were the strengths of the application?
- What were the weaknesses?
- What kinds of support (partners, writing, time, etc.) would you need to write a grant for your organization?

Option 2.

- Find a grant opportunity you would like to pursue.
- Write a grant using the seven step process outlined here.

- Bring your work back in a few weeks!



*Abundance is not the absence
of scarcity. It is the presence of
an abundant mentality. –
Debaish Mridha*



Questions?





Thank you!



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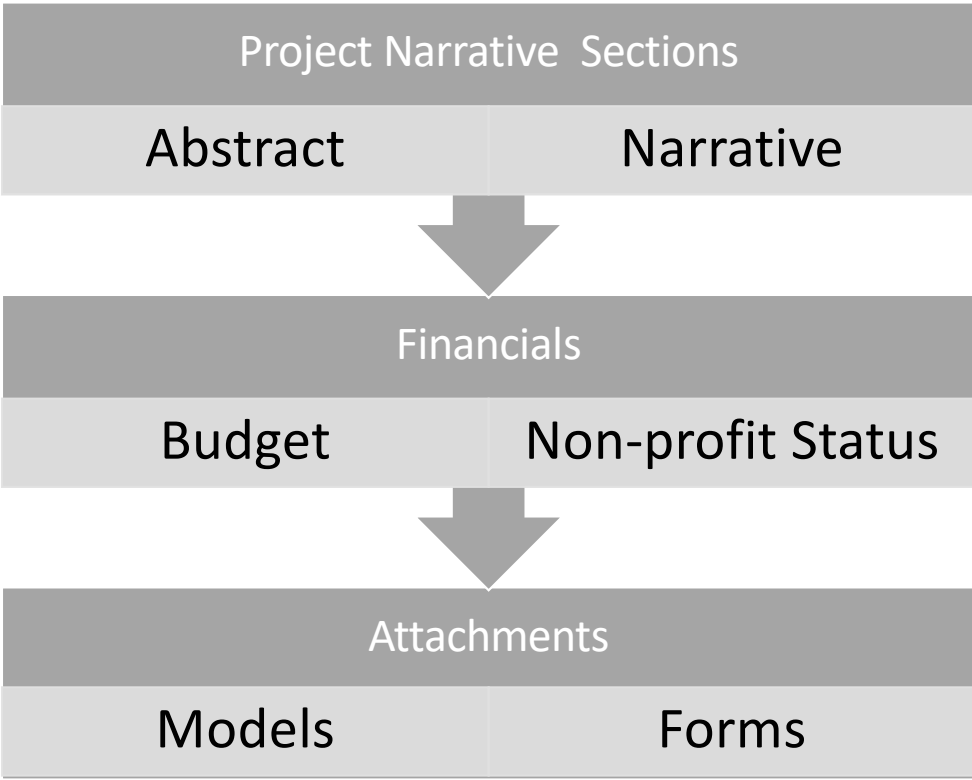
Examples

- CDC Center of Excellence
- RCO SAMHSA Partnerships for Success Grant Application
- Many Others...





Basics components for most grants



Nonprofit Basics: Strengthening Organizational Capacity



Grant Writing Basics Session #2

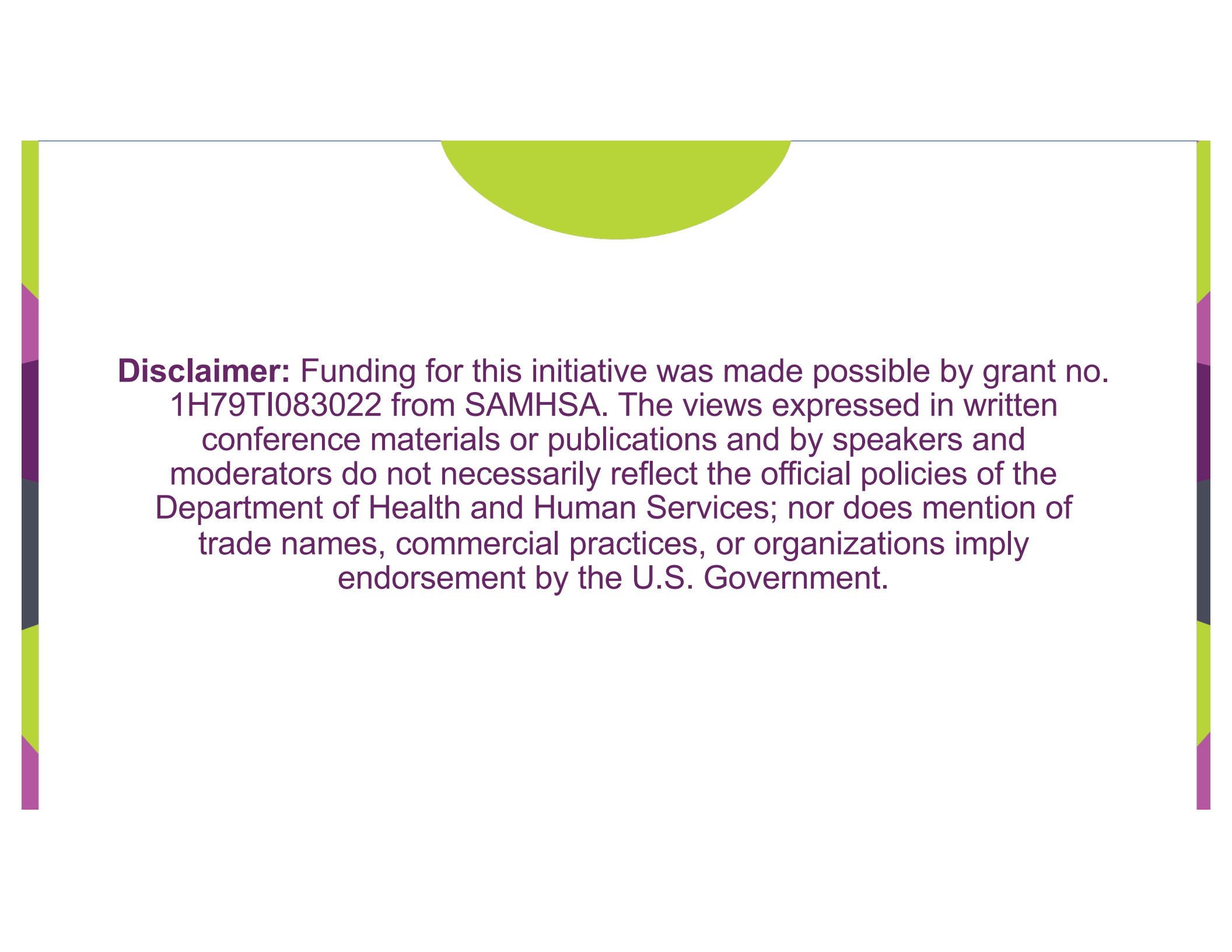
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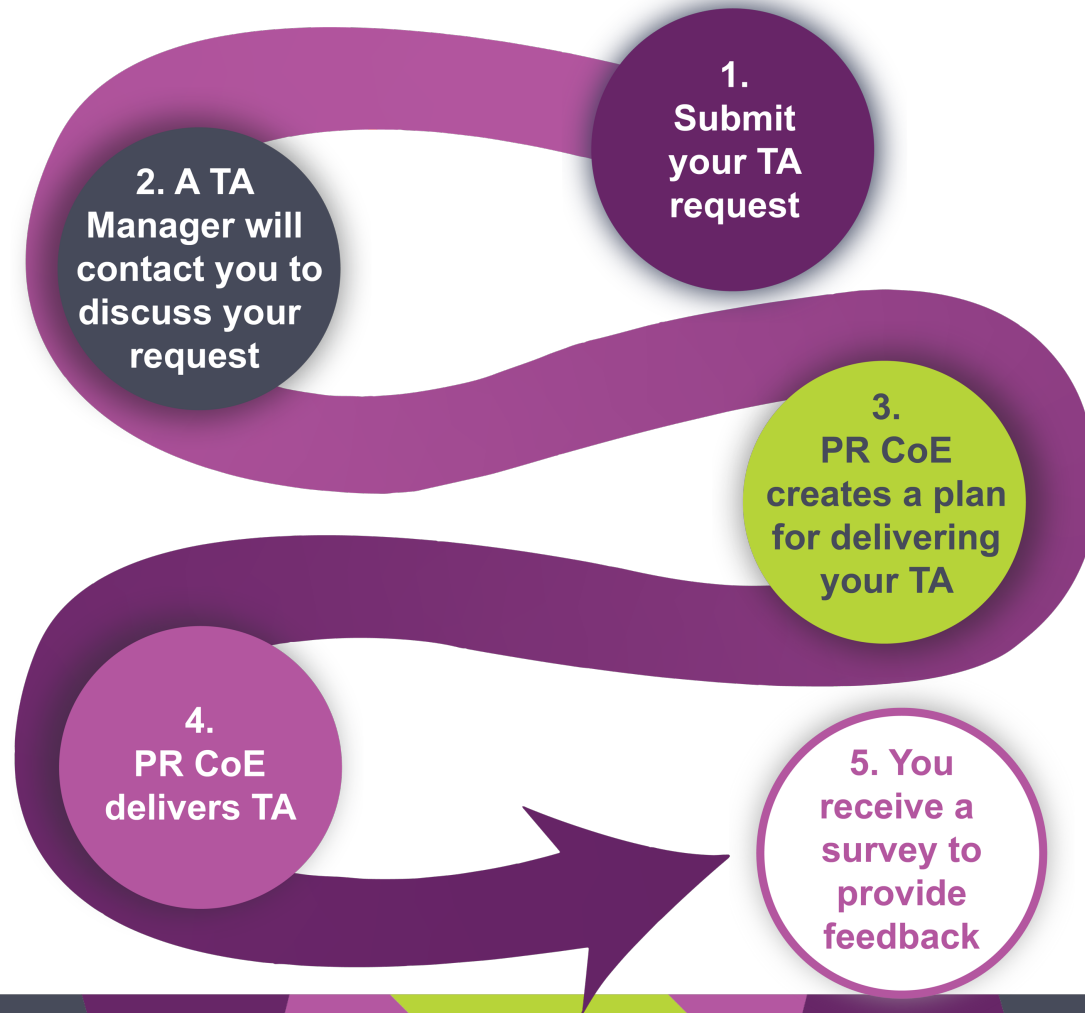


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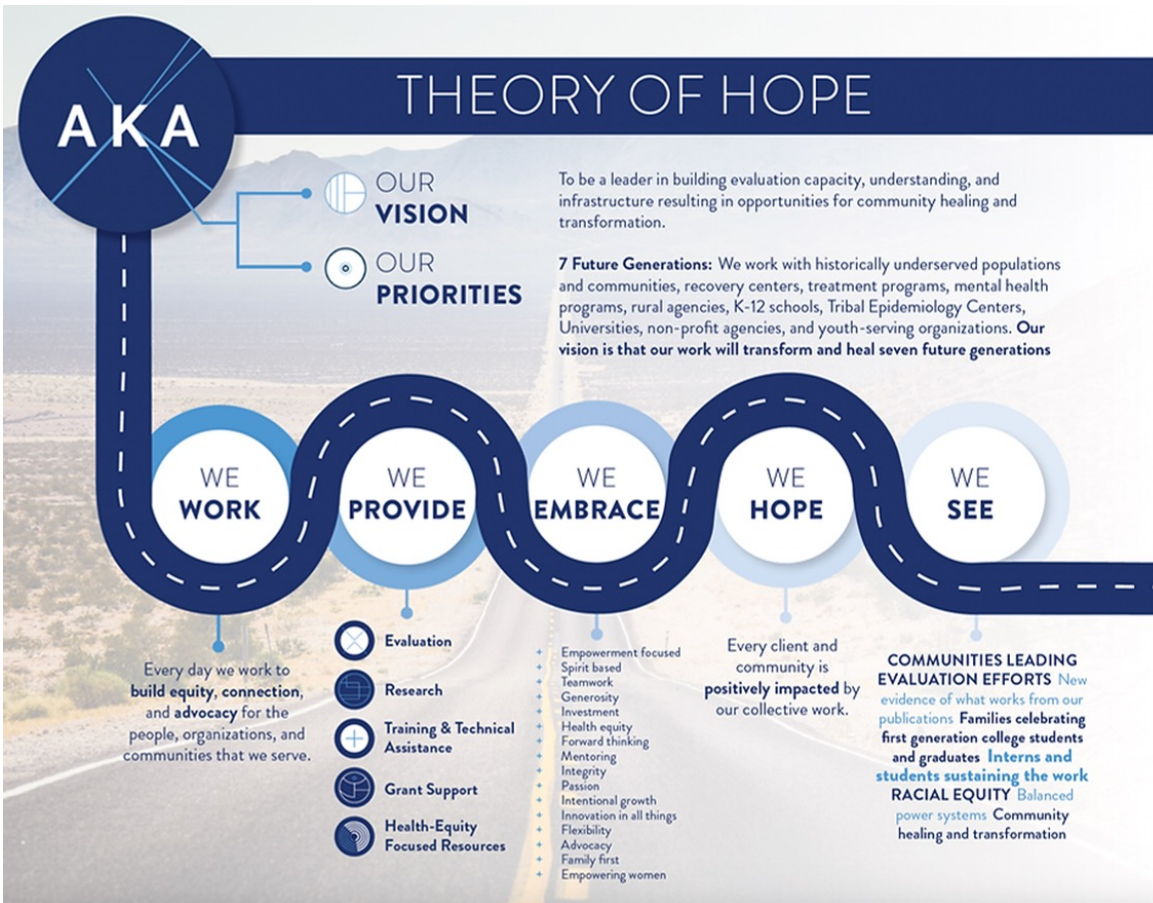
- Welcome
- Recap Session 1
- Kahoot
- Homework review
- Writing an RCSP grant
- Reviewing next steps





About us

<https://www.allysonkelleypllc.com/>





Our Clients

- Universities
- Community-based Recovery Organizations
- Tribes and Tribal Behavioral Health Programs
- K-12 Schools
- County Health Departments
- Non-profits
- Many others



About You

- Name
- Organization
- Role
- Are you in recovery/healing?
- Fun fact about you



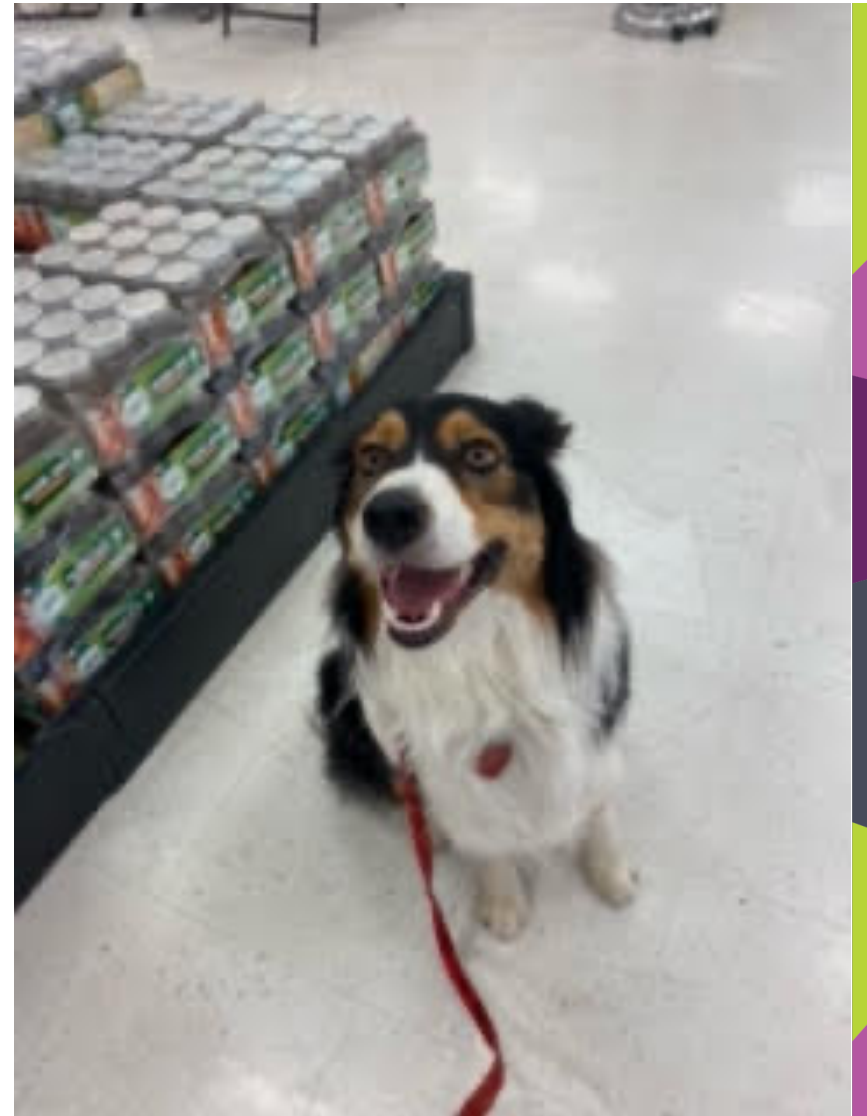
Learning Objectives

1. Review a SAMHSA RFA and understand the essential information presented
- 2. Draft a proposal outline for the SAMHSA RFA for your organization**
3. Discuss challenges and solutions to writing a federal grant and the capacity and resources necessary
4. Share skills and knowledge with other CBO staff to support increased funding and support for recovery



Kahoot!

- Go online Kahoot.it
- https:
- Download app at Kahoot!app
- Enter the Game Pin Add your nickname
- Wait for the music and fun to begin



Homework Review

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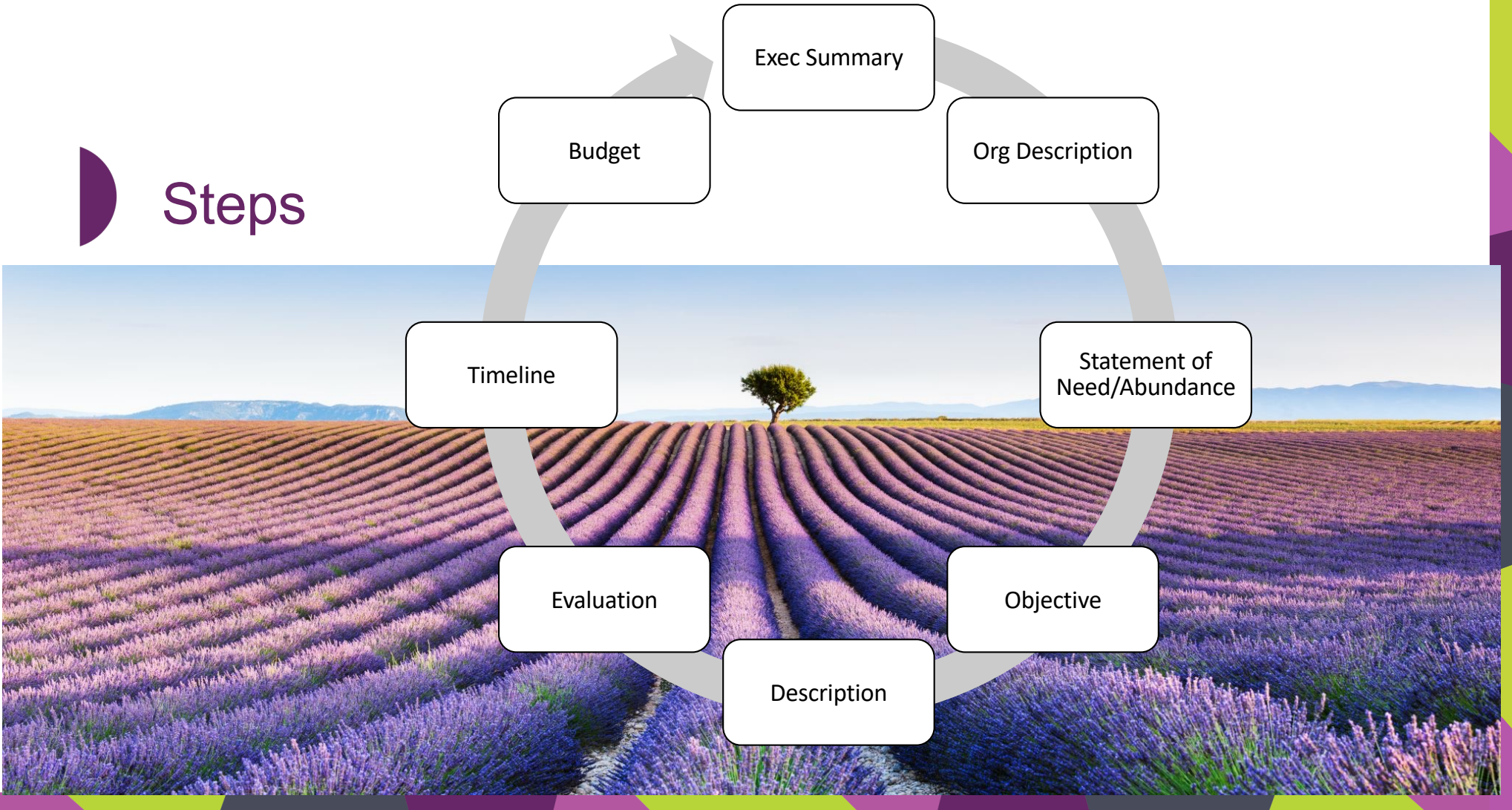
Option 2.

- Find a grant opportunity you would like to pursue.
- Write a grant using the seven step process outlined here.

- Bring your work back in a few weeks!



Steps





Writing an RCSP Grant

- What we will practice today
- Budget
- Outline
- Details
- LOC
- Submission



Starting and ending the grant writing race

- Submission deadline
- Requirements
- Application components
- Internal deadlines
- Writing team responsibilities
- Tracking
- Celebrating



Resources

- FY 2023 RCSP NOFO
- Budget Template DOJ
- Budget Template Excel
- Budget Template SAMHSA
- Grant Checklist
- Registering for Federal/ SAMSHA Grant
- Timeline SAMSHA

- All available at:
<https://www.dropbox.com/scl/fo/10ni67bu7548zelo77kh7/h?rlkey=n4j9fif3b2vc40pbyknfawm2&dl=0>





Four Lessons in Abundant Grant Writing from AKA

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- Keep things real
- Know you can always do better



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