

Are you ready to hire a grant writer?

It takes some work to be grant ready!



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DO YOU HAVE THE FOLLOWING?

To be ready for a grant writer, an organization should have several key elements.

CLEAR MISSION & GOALS

Make sure you have a clear mission statement and goals that can guide the grant writer in identifying appropriate funding opportunities.

A (MOSTLY) DEFINED PROJECT

A grant writer needs to know what you want to fund. This means having a well-defined project or program that can be described in detail.

FINANCIAL STATEMENTS

Be prepared to share financial statements, such as your budget, income statement, and balance sheet, as well as any audits

PROGRAMMATIC INFORMATION

You'll need to share program descriptions, statistics, and other relevant information to understand the work your organization does

INTERNAL CAPACITY

A grant writer needs to work with staff who can provide the necessary information and support to complete a successful grant proposal.

SYSTEMS FOR MANAGEMENT

Make sure you have staff and tools in place to manage the grant once it is awarded. This includes tracking deadlines, budgets, and compliance.

COMMITMENT TO THE PROCESS

Make sure you are ready to commit the necessary time and resources to complete the grant proposal and implement the funded project.

P.S. READY FOR SOME HELP?

Let's chat! I'm passionate about offering an affordable service to help organizations meet their mission
email: kasey@partnerforbetter.com

10 questions to ask in a grant writing interview



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THE MOST IMPORTANT QUESTIONS TO ASK

If you are interviewing a grant writer, here are some questions you might want to consider asking:

1. What is your experience in grant writing, and what types of grants have you written before?
2. What is your process for researching potential grants and identifying appropriate funding opportunities?
3. How do you approach developing a grant proposal, from outlining the project to identifying key stakeholders and metrics for success?
4. Can you provide examples of successful grant proposals that you have written in the past, and what was the impact of the funded project?
5. How do you ensure that you stay up-to-date on grant writing trends and best practices, and what professional development opportunities do you pursue?
6. How do you approach working with other stakeholders, such as program staff, executive directors, or board members, to develop a strong grant proposal?
7. Do you manage attachments? What about budget development?
8. How do you ensure that grant proposals are submitted on time and in compliance with all requirements?
9. What tools and software do you use to manage your grant writing workflow and keep track of deadlines and requirements?
10. How do you approach collaboration and communication with potential funders, and what is your experience with negotiating grant terms and conditions?