



GRANT



WRITING TIPS

Small groups unfamiliar with submission writing often feel daunted at the prospect of applying for funding. The best option is to seek help, and there are a number of avenues for doing this. Private business and some peak not for profits will also hold workshops, though the cost of attending is often beyond the means of most small, unfunded self help groups. If your group is not incorporated, you can still apply for certain grants by arranging for another incorporated organisation to “auspice” you. Here are just a few tips gained from our own experience.

DETERMINE WHY YOU REQUIRE FUNDING

Determining the 'why' first up helps you look at the bigger picture. This information will be even more helpful during the application process.

CHECK ELIGIBILITY

Research the funding providers guidelines to identify what deems eligibility. If you're still unsure after reviewing the application details, contact the grant organiser.

RALLY COMMUNITY AND LEGITIMATE SUPPORT

The value of your application is increased significantly with the inclusion of community support or by teaming up with established organisations that may support your application.

RESEARCH THE FUNDING BODY AND PREVIOUS GRANT RECIPIENTS

Competition for grants can be pretty intense. To increase your chances of success, we recommend researching the funding providers and the previous recipients of that particular grant.

BE PROACTIVE ABOUT GRANTS

Ensure you set yourself a realistic timeframe for each requirement and start gathering your assets ahead of time. Knowing about opportunities ahead of time will make your application stronger. [The Grants Hub](#) and [Grant Connect](#) can send you updates on available grants so you can watch out for funding opportunities.

SET REALISTIC GOALS AND IDEAS FOR YOUR APPLICATION

Make sure your application is achievable and clearly defined. Read the grant guidelines and ensure you the funding opportunity. Then back your claims and develop a compelling case as to why you require funding.

A DETAILED BUDGET ALWAYS HELPS

In any grants application, the budget is an opportunity to demonstrate that your project or idea is well-planned, well-conceived, cost-effective and feasible. Ensure your budget is detailed and that everything outlined will be used in your project. Grant providers want to see the funds benefitting the community, wherever possible.

WRITE THE PROPOSAL WITH PASSION

A case filled with enthusiasm will help drive points home and stand out amongst other applications.

REVISE, REVISE AGAIN AND REVISE WITH FRIENDS

Your goal is to develop a clear and concise application that communicates your project or idea effectively and passionately. Spelling or grammar errors, waffling sentences or vague ideas could hinder your overall application. Take on board feedback and rewrite again if necessary.

SUBMIT AHEAD OF TIME

Apply as per the guidelines and ahead of time. Grant writing takes time and perseverance. So don't hesitate to get help with them.