



Grant Writing for Emergency Services

David Hesselmeier

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Question

How many of you have participated in submitting a grant?



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Question #2

How many of you have successfully received grant funding?







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Outline





- Types of Grants
- Steps to Success
- Common Mistakes
- Resources

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Objectives


- By the end of this presentation, you should be able to:
 - Describe the grant writing process
 - Discuss common mistakes
 - Develop a grants committee
 - Explain different types of applications for grants





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Secret of Success

“There are no secrets of success. It is the result of preparation, hard working and learning from failure.”
Colin Powell







Picture Courtesy: www.britannica.com

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Types of Grants





- Public Funding
- Foundations and Non-Profits
- Business/Corporate

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Types of Grants





- Public Funding
 - All Levels of Government
 - Pass Through Monies
 - Accountability
 - Technical Assistance

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Types of Grants, cont.





- Foundations and Non-profits
 - Wide Array of Types of agencies
 - Wide spectrum of interests (funding)
 - No real technical assistance
 - Very specific wants
 - Due to specificity may be less competitive

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Types of Grants, cont.





- Business/Corporate
 - Mostly done through Foundations
 - Interests focused on Business
 - Emerging Issues



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A Little Truth...

- Best chance to get a grant...
 - APPLY AND FOLLOW INSTRUCTIONS!
- Best chance not to get a grant...
 - Don't apply



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Steps for Success



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Steps for Success

- Know the Process
- Have a Needs List
- Create Problem or Issues List (Opportunities)
- Develop a Committee
- Write Efficient & Effective Proposals
- Follow-up



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Diagram 1. The Grant Writing Process


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    graph TD
      A[Identify needs and focus] --> B[Find prospective grants]
      B --> C[Develop general proposal and budget]
      C --> D[Submit letter of inquiry]
      D --> E[Receive request for formal application]
      E --> F[Prepare specific proposal]
      F --> G[Submit proposal before deadline]
      G --> H[Agency reviews proposal]
      H --> I[Receive award letters]
      I --> J[Negotiate multiple awards]
      J --> K[Accept or decline awards]
      K --> L[Care of project]
      L --> M[File reports with funding agencies]
      M --> A
      G -.-> N[Seek advice from people familiar with the process]
  
```

Reference: <http://writingcenter.unc.edu/handouts/grant-proposals-or-give-me-the-money>




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Needs List

- Needs?
- Cost of Needs
- Why? (Justification)
- Constantly Revise




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Needs List Example

Item	Cost	Justification
Thermal Imaging Cameras (Qty. 5)	\$75,000	Multiple high occupancy residential areas often requiring multiple Engine Company responses
AED's (Qty. 5)	\$5,000	Recent cases of cardiac arrest without AED onscene within 15 minutes
Medium Duty Rescue Truck	\$305,000	Due to assessment of calls, seeing increase of technical rescue
Fire Prevention Public Campaign	\$10,000	Increasing number of fires leading to need for public campaign




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Problems or Issues (Opportunities)

- Identify and List
- Quantify Cost
 - Economical
 - Health
- Potential Solutions




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Problem/Solution Example

- Increase in Structural Related Fires
 - Quantification
 - Statistics from 911 call to first arriving Engine (e.g., 9 minutes average)
 - Statistics on previous three years and current year of structural related fires (e.g., 2019-18, 2020-46, 2021-52, 2022-60)
 - Statistics on nature/cause of fire (cooking incidents)
 - Solution
 - Plan and purchase related supplies for a fire prevention public campaign
 - Follow up statistics




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Committee

- AKA Focus Group
- Makeup
 - Different KSA's
- Goals
 - Research opportunities
 - Write proposals
 - Submit to administration




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The Proposal

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The Proposal

- Objectives
- Proper Visual Aids
- Limit Fluff and Jargon
- Use Action Verbs
- Enthusiasm

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Effective Proposals

- Follow the RULES!
- Grammar and Spelling Count!
- Say No to Fluff
- Research Past Grantees
- Contact Grantor Point of Contact
- Organizational Uniqueness
- Looks can Count
- Say it with Statistics

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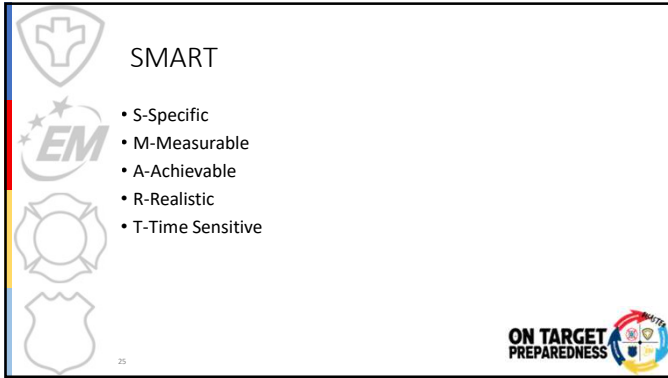
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Proposal Objectives

SMART!

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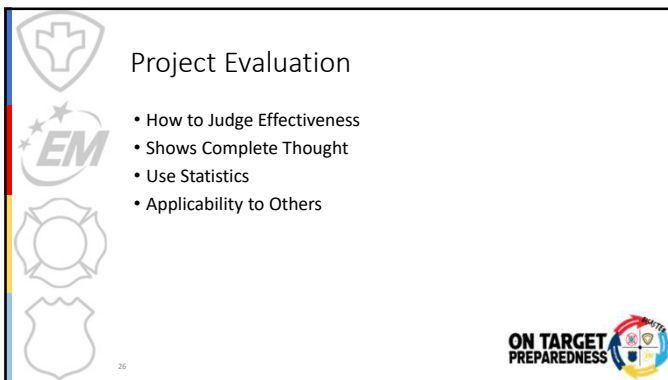


SMART

- S-Specific
- M-Measurable
- A-Achievable
- R-Realistic
- T-Time Sensitive

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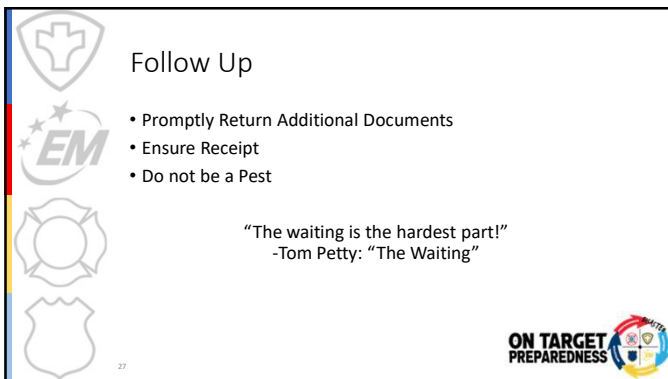


Project Evaluation

- How to Judge Effectiveness
- Shows Complete Thought
- Use Statistics
- Applicability to Others

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Follow Up

- Promptly Return Additional Documents
- Ensure Receipt
- Do not be a Pest





“The waiting is the hardest part!”
-Tom Petty: “The Waiting”

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Results

- Success
 - Follow guidance
 - Ensure Completion of Stated Goals
- Failure
 - Consider Asking for Advice from Grantor
 - Research Recipients of Grant
 - Request Copy of Proposal

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Mistakes and Myths


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Common Mistakes

- Cause Rejection
- Decreases Future Chances
- Inability to Measure Results







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Grammar and Spelling

- Check and Check Again
- Spellcheck
- Multiple People Proof
- Consider Wording!
 - No Jargon
 - Plug, Water Ways, etc.
 - Do not Paraphrase Grant Information





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Missing the Deadlines

- Immediate Rejection
- Give Plenty of Time
- Lack of Respect for their Time
- Inability to Meet Time Frames with Implementation





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Problem/Solution






- Not Indicating a Problem/Solution
- Do not Overplay Problem/Need
- Focus on the Solution
 - Funding
 - Items Purchased
 - Cost Savings
 - Applicability to Others
 - Your Award
 - Applying to Others



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Immense Proposal





- Results
 - Rejection
 - Mismanagement
 - Decreased Future Chances
 - Requirement for Repayment
- Suggestions
 - 1/3 to 1/2 of Annual Operating Budget

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Mission Statement





- Often Overlooked
- Limits Grantors Understanding of Purpose
- Indirectly Limits Vision of Grant Proposal
- Agency Purpose and Goals

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Poor Mousing





- Explaining How Poor Your Agency is
- Describing Lack of Funding
- State Financial Need
- Illustrate Maintenance Budget
- Grantors
 - Focus on Need not Funding

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Poor Attachments






- Include Attachments as Requested
- Ensure They are Neat
- If No Attachments are Requested
 - Are they Needed?
 - Proper?

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Research Failure



- Asking for Funding without Research
- Get Quotes!
 - Do not Pad
 - Try to be Exact
- Grantors Focus
- Lack of Statistics

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Resources




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Internet

- Grants.gov
- Foundation Websites
- Government Websites
- Funding Successes and Failures











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Grant Writers





- Expertise
- Potential Low Cost
 - In Grant Payment
- Less Time Required
- Lack Institutional Knowledge
- Beware of World Promisers

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Networking

- Many Have Applied....
- Varying Experiences
- Success Stories
- Approaches to Common Mistakes
- Attend Workshop on Grants
 - Fire Prevention Grant
 - AFG Grant







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Libraries

- Grant Listings
- Research
- Contacts Outside of Library
- Obtain and Review Grantor Guidance Materials




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Partnerships

- Grant Writer
- Joint (Regional) Proposals
 - More Coverage or Effect
- Grant Directories



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Thank You

David Hesselmeyer
 On Target Preparedness LLC
dhesselmeyer@ontargetprep.com
 910-214-4086




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