



— Massachusetts —  
COMMUNITY HEALTH AND  
HEALTHY AGING FUNDS

# Grant Writing Techniques 101

2022 Funding Cycle Workshop Session

May 19, 2022



# Introductions



**Alberte-Altine Gibson**  
Health Resources in Action  
Director, MA Community Health &  
Healthy Aging Funds



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Health Resources in Action  
Program Officer, Healthy Aging  
Fund

# Objectives

- Understand a basic planning process to support developing your grant proposal
- Learn valuable tips for the grant writing process

# Agenda

Topic	Time
Top Grant Writing Techniques	20 minutes
Your Questions	40 minutes

# House Keeping Items

If you have any **logistical or content questions**, please type them into the chat box.

Close Captions/transcription is available upon request. Click the **CC/Live Transcript** button on the bottom of your screen.

This session will be recorded.

# Funding Opportunity -The Fund's Purpose

We are committed to disrupting and removing barriers to health through community-centered policy, systems, and environmental change approaches.

We provide the resources to enhance the capacity of multi-sector collaboratives to authentically engage residents and work together so that everyone has the highest quality of life possible in Massachusetts.



# Funding Opportunity At-A-Glance

<b>Available Funding</b>	PSE: \$50,000-\$200,000 per year, up to 5 years CHIP: \$10,000 - \$75,000 per year, up to 5 years Healthy Aging: \$10,000 - \$100,000 per year, up to 5 years
<b>Grant Start Date</b>	August 2022
<b>Eligible Applicants</b>	Massachusetts-based non-profit 501(c)3 organizations or groups with a 501(c)3 fiscal sponsor, quasi-governmental organizations and municipalities are eligible to apply.
<b>Eligible Activities</b>	Community-centered approaches that improve population health outcomes, address social determinants of health, and disrupt the root causes of health inequities
<b>Application Deadline</b>	Friday, June 17, 2022, at 11:59 PM EST
<b>Contacts</b>	<a href="mailto:MACHHAFunds@hria.org">MACHHAFunds@hria.org</a>
<b>Website</b>	<a href="http://www.mahealthfunds.org/apply">www.mahealthfunds.org/apply</a>

# Grant Writing Techniques 101





# Techniques for Grant Writing: Planning

## **Funding Eligibility Checklist**

*Make sure that you carefully read the entire grant application*

- ✓ Write down the questions that you have as you review the eligibility.
- ✓ Check the eligibility criteria and identify any questions.
- ✓ Know what deadlines you need to meet.
- ✓ Understand how to submit the grant.
- ✓ Review all templates such as work plans, budgets and evaluations in advance.

# Techniques for Grant Writing: Planning Cont...

## **Getting To Know the RFP**

*Take the time to review the questions.*

- ✓ Do you understand the questions?
- ✓ What questions does it generate for you?
- ✓ Attend any funding announcement meetings or webinars.
- ✓ Review the grant website for FAQs and other information.
- ✓ Do you need letters of recommendation?

# Techniques for Grant Writing: Planning Cont...

## **Is This Grant Right For Your Organization?**

### *Take Inventory of Your Organization*

- ✓ Will the funding amount make an impact for your organization? Is it seed funding or a longer-term investment in what you are looking to obtain?
- ✓ Would this funding support or bolster your organization's staffing and infrastructure at this time?
- ✓ Will it help address the needs of the population/group(s) that you work with and serve?
- ✓ Does it align with your organization's mission and core work?
- ✓ Would a partner help you accomplish your goals?
- ✓ How can you engage your stakeholders and clients?

# Techniques for Grant Writing: Writing your Grant

## **Things To Remember**

- ✓ Define your goals and objectives clearly.
- ✓ Did you demonstrate the needs of the population you serve?
- ✓ Identify your measures, metrics, outcomes, etc. Who will do your evaluation?
- ✓ Have you demonstrated what the impact of your work will be?
- ✓ Resources & capacities - what/who do you have to do this work?
- ✓ Ensure that the budget aligns with what you've outlined in your grant application.

# Techniques for Grant Writing: Writing your Grant Cont...

## **Other Key Points**

- Be concise.
- Answer all the questions.
- Highlight work you've done in the past if this grant aligns with a subject matter that you are an expert in.
- If this is a new subject matter for your organization, be clear on how you plan to develop expertise through your planning process and the impact you hope to have.

# Techniques for Grant Writing: Reviewing before submitting

## **Review Your Work**

*You've answered the questions. What's next?*

- ✓ Review, review, review.
- ✓ Have someone else review it with “fresh eyes,” including internal and external colleagues.
- ✓ Ensure that you followed the word count, font size and other required formats.
- ✓ Conduct a final checklist review on templates, attachments, etc.

# Questions & Answers





# Application Support



## MA CHHAF APPLICATION SUPPORT MAY 2022

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9 Funding Announcement 2:00-2:30pm	10	11 Healthy Aging Office Hour 2:00-3:00pm	12 CHIP Office Hour 3:00-4:00pm	13	14
15	16 PSE Office Hour 10:00-11:00am	17	18	19 Training: Grant Writing 1:00-2:00pm	20	21
22	23	24	25 Office Hours: Understanding RFP/Eligibility 10:00-11:00am	26 Training: Developing and submitting an application for PSE 10:00-11:00am	27	28
29	30	31 Office Hours: Navigating Application Portal & Developing an application 2-3pm				



## MA CHHAF APPLICATION SUPPORT JUNE 2022

SUN	MON	TUE	WED	THU	FRI	SAT
			1 Office Hours: Understanding Application Questions & Activity template 10:00-11:00am	2 Training: How to formulate and implement ideas that advance Health & Racial Equity 1:00-2:00pm	3	4
5	6 Office Hours: Community Engagement 2:00-3:00pm	7	8 Office Hours: Budget Walk Through 1:00-2:00pm	9	10	11
12	13 Office Hours: Open Questions 1:00-2:00pm	14	15	16	17 Proposal Deadline	18
19	20	21	22	23	24	25
26	27	28	29	30		

# Visit Our Website

ABOUT THE FUNDS ▼

WHAT WE FUND ▼

APPLY ▼

RESOURCES ▼



## Massachusetts Community Health & Healthy Aging Funds

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[www.mahealthfunds.org/apply](http://www.mahealthfunds.org/apply)

# Contact Information

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Stay in touch:

[MACHHAFunds@hria.org](mailto:MACHHAFunds@hria.org)

