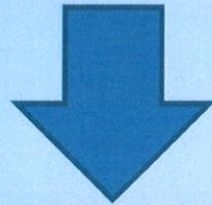
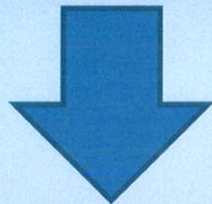


Recovery Act



States



Non-profit

Non-profit

Counties & Municipalities

Non-profit

Non-profit



# Planning Ahead

- Identify your funding source
  - Federal Government
    - Grants.gov
    - Other resources
  - State Government
    - Investment Tracker
  - Municipal Government
    - Collaborations with municipalities and non-profits
    - Free Library of Philadelphia Regional Foundation Center



# Regional Foundation Center



1901 Vine Street, 2<sup>nd</sup> Fl.

Philadelphia, PA

Mon to Fri 9a-5p

First Saturday, 1-5p

<http://libwww.freelibrary.org/rfc>



# Identifying needs and goals

- Create a “wish list” of program needs and goals in short and long-term
  - Be creative...
    - ...But not too creative!
- Identify potential partners
- Create and maintain grant templates



# Executing

- Give yourself plenty of time
  - Last 24 hours = Murphy's law
- State the problem
  - Propose your solution
- Narrative is important...
  - ...but don't lose sight of other requirements
- Tailor your template to grant at hand
- Have a realistic and specific budget
  - Know your match



# Follow-through

- Maintain electronic and paper files of grant application
- Keep records of program metrics
- Send thank you letter to involved parties