

## Testing Your Ideas for Grant Applications

Grant idea : \_\_\_\_\_ Date \_\_\_\_\_

### Originality

1. Has your idea been tried elsewhere?
  - a. If yes, what about your idea stands out? How can you build on the results of what has been tried elsewhere?
  - b. If no, what about your idea is unique?

### Problem-Solving

1. What BIG problems does your idea attempt to address?
2. What fresh solutions to the problems does your idea propose?

### Timeliness

1. What is particularly timely in the social, political, educational, science, arts, humanities or other areas?
2. What is NOT particularly timely about your idea?

### Compelling

1. What are some of the broader social concerns that your idea addresses?
2. What special population groups, besides LGBTQ+, like Native Americans, at-risk youth, economically disadvantaged—might you be able to address with your idea?

### Impactful

1. How many people will the grant serve?
2. If the number you will serve is small, how do you justify asking for the funding?
3. How might you be able to reach even more people or have a greater impact?

### Sustainable

1. What kind of assurance can you give that the idea or project you're thinking about will endure over time?
2. What strategies can you implement that will increase the chances that what you start will be sustained and maintained over time?

### Duplicatable

1. How could your successes be duplicated elsewhere?
2. How could you easily disseminate key aspects of your project to others to duplicate or replicate what worked for you?

## Checklist: Proposal Evaluation

- 1 - Summary – Summarizes request clearly and concisely
  1. Includes agency credibility
  2. Includes problem
  3. Includes measurable outcome
  4. Includes solution or method
  5. Includes cost
- 2 - Agency Introduction – Describes applicant's qualifications & credibility
  1. Describes applying agency's mission and goals
  2. Describes applying agency's clients, programs and activities
  3. Provides applying agency's accomplishments and qualifications
- 3 - Problem or Needs Statement – Shows need or problem to be solved
  1. Includes statistical support – national & local
  2. Is original
  3. Is timely
  4. Is compelling
  5. Makes “no” unsupported assumptions
- 4 - Measurable Outcomes – Establishes benefits in measurable terms
  1. Describes the client/population that will benefit
  2. Is written in measurable terms
  3. Includes by when and how outcome will be measured
- 5 - Solution or Method – Describes activities that will constitute a solution
  1. Includes list of activities that constitute the solution
  2. Includes reasons for selecting these activities
  3. Includes activity timeline
  4. Provides list of staff and brief staff job descriptions
- 6 - Evaluation – Provides plan to measure outcomes & method followed
  1. Process evaluation – Shows how activities/timeline will be evaluated
  2. Product evaluation – Shows how outcomes will be measured/reported
- 7 - Future funding – Describes sustainability plan beyond grant period
  1. Includes a Sustainability Plan
  2. Includes letters of support or commitments
- 8 - Budget – Provides detailed breakdown of costs requested & donated
  1. Includes a budget narrative – describes each expense
  2. Is detailed
  3. Includes requested, donated and total columns
  4. Is free of potential red flag expenses
  5. Includes indirect costs, if applicable