

## Developing a Strong Community Grant Proposal

### Competitiveness

Regardless of whether grant requests are for programs, capacity building, capital projects or bridge funding, they should be clearly written and present a strong case for support. Below are the elements that make grant requests competitive.

#### **Organizational Qualities**

- Mission is a close fit with OCF funding objectives
- Programs address an important community need
- Community support is evident both through local contributions and volunteer engagement
- Applicant organization has a track record of effective work

#### **Project Qualities**

- Project fits applicant organization's mission, expertise and long-term goals
- Good planning is evident in the project timetable, goals, staffing and sustainability
- A Community Grant award (average of \$20,000) has the potential for impact
- Significant funding is already in hand
- Plans for evaluating impact are clear, appropriate and achievable
- Any proposed collaboration with other organizations has been formalized

### Large Requests

In the case of larger requests or multi-year requests, special attention will be given to the applicant organization's history, including:

- leadership in its field
- stability in its staff and board
- uniqueness of its programs in Oregon
- breadth and depth of its funding plans
- excellence in its financial management

### Project Budgets

Project budgets must reflect revenues *and* expenditures, and correlate clearly to project activities. Grant requests may be for one, two or three years.

Project budgets should have a column for revenues and expenditures in the base year (the year preceding project implementation), followed by columns for each year in which OCF support is being requested. Applicants should indicate where OCF funds would be allocated (perhaps with an asterisk by these expenditures).

OCF is looking for signs of broad-based support, including funds from the local community. Applicants may include the value of in-kind support (donated goods or services) in their project budgets.