Before starting a grant proposal, take time to review eligibility, proposal expectations, necessary collaborators, application timeline, and all required components.

Common elements of a grant proposal include description of the issue to be addressed, project design and implementation plan, capabilities and competencies of your team, a plan for data collection and evaluation, and a proposed budget.

Balance your project proposal between broad aspirational goals and specific realistic objectives.

Identify strategies to clearly define a program’s purpose.

 Describe the components of a successful grant proposal.

 Recognize characteristics of a strong budget justification.

Learn more about grant proposal development with the following resources:

- **Foundational Elements of School Safety**: A place to begin developing a framework for your grant proposal by highlighting common facets of school safety for your consideration.

- **SchoolSafety.gov**: A starting place for thinking about school safety plans and commonly implemented strategies across the country.

- **Grant Terminology**: List of commonly used grant terminology and definitions, maintained by the federal government.

- **Steps to Developing a Logic Model**: This checklist from the CDC outlines the steps for creating a logic model for your project.

Successful grant writing relies on a clear vision. This on-demand webinar will help new and experienced grant writers connect the dots between a winning proposal and their program’s big picture goals, including how to define a program’s mission, develop a budget, and create successful work plans.

**Learning Outcomes**

- Identify strategies to clearly define a program’s purpose.
- Describe the components of a successful grant proposal.
- Recognize characteristics of a strong budget justification.

**Key Takeaways**

- Before starting a grant proposal, take time to review eligibility, proposal expectations, necessary collaborators, application timeline, and all required components.
- Common elements of a grant proposal include description of the issue to be addressed, project design and implementation plan, capabilities and competencies of your team, a plan for data collection and evaluation, and a proposed budget.
- Balance your project proposal between broad aspirational goals and specific realistic objectives.
- Develop a conceptual or logical model that relates background knowledge and important concepts in a usable cause-and-effect framework to provide guidance and justification for your proposed project.
- In order to ensure a strong budget justification, all proposed expenses must relate back to program purpose and have a clearly defined role in program implementation. “Ask what you need. Need what you ask.”
- Strong grant proposals must be organized, focused, readable and realistic.

**Questions for Discussion**

- What is the issue you are looking to address in your proposal? Why is it important? How are you planning to address it?
- Which partners and constituents will be a part of the grant-writing process? Is their role clearly defined?
- What will this grant be for? Is there a clear justification for each expense you are planning to propose?
- Is your proposal organized, focused, readable and realistic?