



Strategies for Successful Grant Applications

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Session Road Map

- Objectives
 - Review fundamentals of proposal writing
 - The peer reviewer's perspective
 - Rising to the top

Top 10 Tips

1. Understand the grantor
2. Develop proposal to fit the application
3. Meet eligibility requirements
4. Get help
5. Show resource commitment
6. Obtain support from the community
7. Write a compelling story..... but
8. Keep clarity of purpose
9. Be concise
10. Be complete

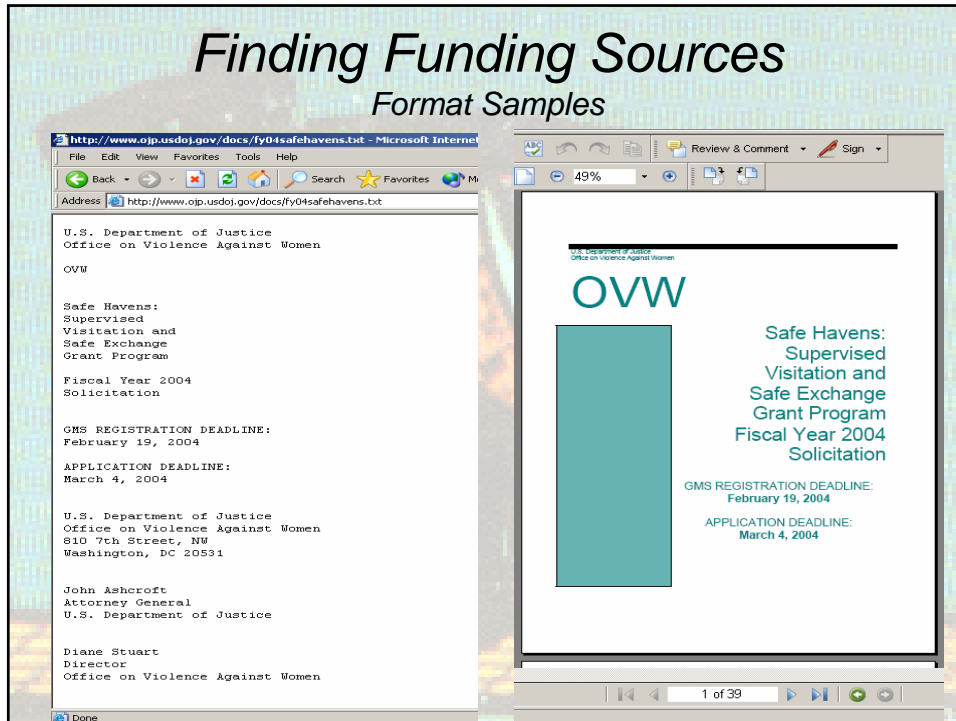
Finding Funding Sources

The screenshot shows a Microsoft Internet Explorer browser window displaying the website <http://www.ojp.usdoj.gov/fundopps.htm>. The page header includes the U.S. Department of Justice Office of Justice Programs logo and a search bar. A navigation menu on the left lists various resources such as "State Administering Agencies", "Post Award Instructions", and "FY 02 Grants by State and Topic". The main content area features a "Bureau of Justice Assistance" section with two grant programs:

- Single Jurisdiction Enhancement Drug Court Grants**: Includes a "Solicitation" link, a "GMS" icon, and an "Apply Online" link. The deadline is split into "GMS Registration: February 24, 2004" and "Application: February 27, 2004".
- Family Drug Court Implementation Grants**: Includes a "Solicitation" link, a "GMS" icon, and an "Apply Online" link. The deadline is split into "GMS Registration: February 24, 2004" and "Application: February 27, 2004".

Finding Funding Sources

Format Samples

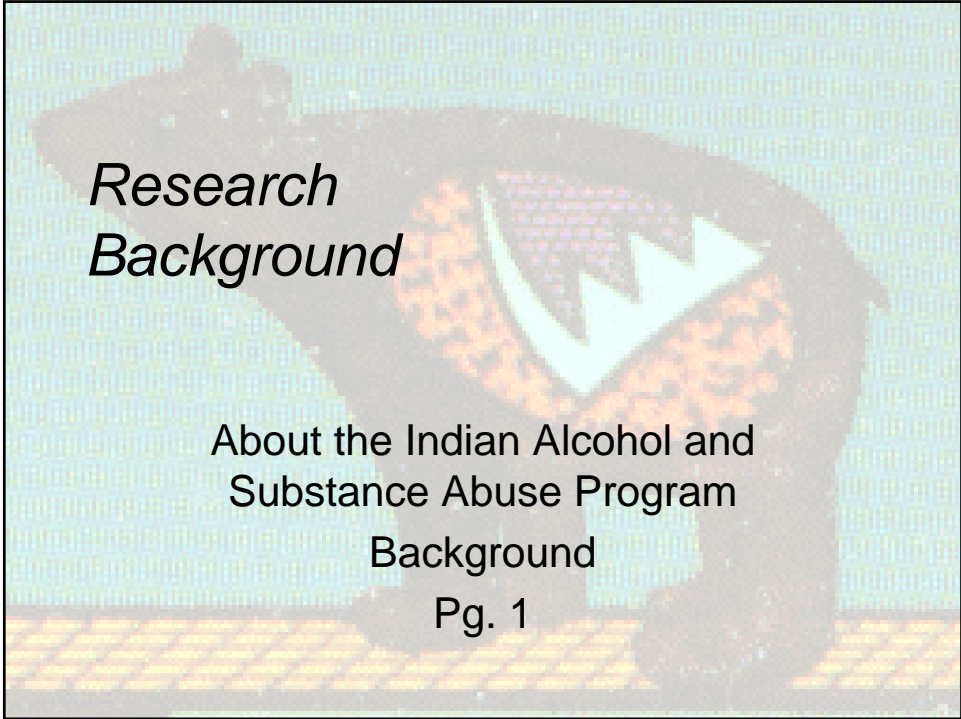


Research Funding Sources

Be sure there is a match between the grantor and your agency/organization

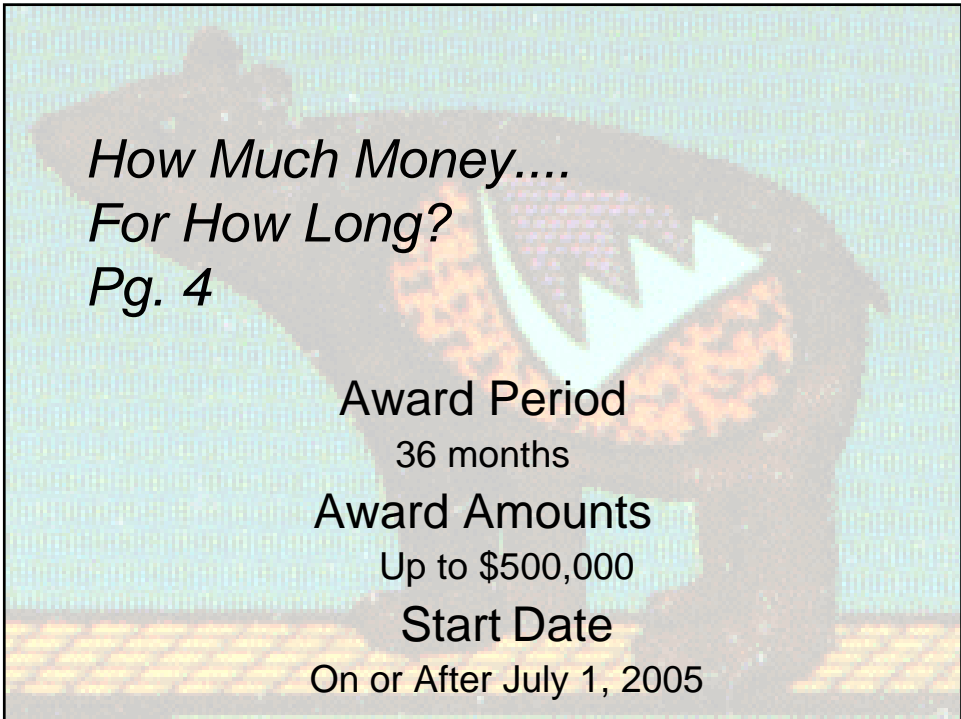
About the Office of Justice
Programs and the Bureau of
Justice Assistance

Pg. 1



*Research
Background*

About the Indian Alcohol and
Substance Abuse Program
Background
Pg. 1



*How Much Money....
For How Long?
Pg. 4*

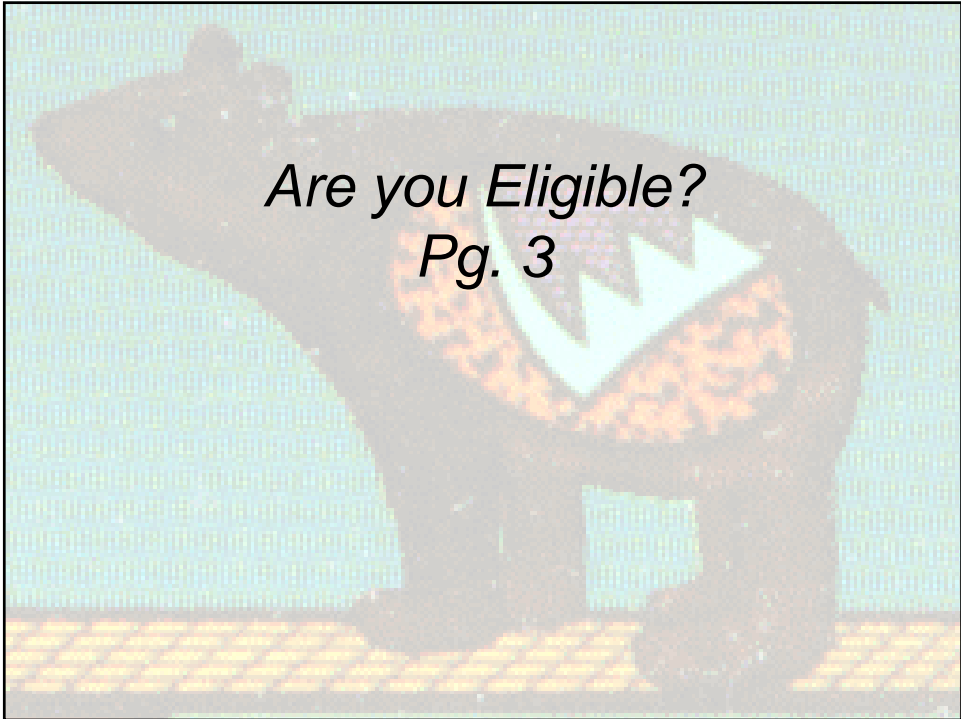
Award Period
36 months
Award Amounts
Up to \$500,000
Start Date
On or After July 1, 2005



*Is There
Enough Time?
Page 12*

Submission Deadline

December 9, 2004
register online with GMS
Page 4



*Are you Eligible?
Pg. 3*

Points....and Pages
Program Narrative – Page 9-10

• Problem Definition	15 points
• Program Strategy	20 points
• Implementation Plan	20 points
• Coordination	15 points
• Program Effectiveness/Evaluation	10 points
• Sustainment	10 Points
• <u>Budget and Narrative</u>	<u>10 Points</u>
Total	<u>100 Points</u>

Look for Special Conditions
Pg. 8

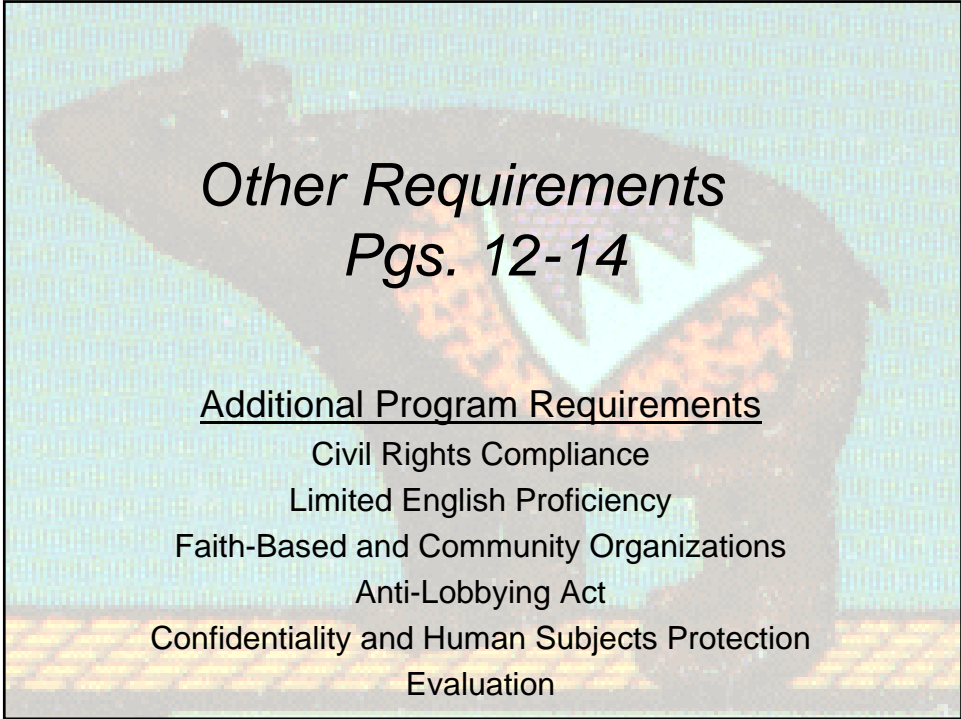
Travel

Information Technology

Personnel Costs

Sample Budget Worksheet

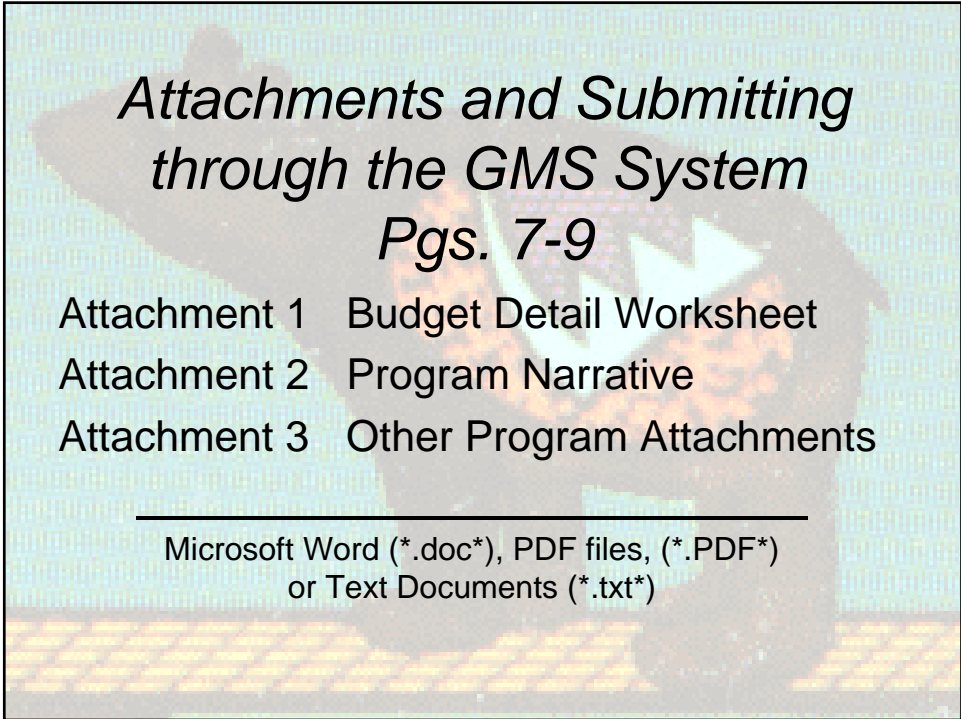
www.ojp.usdoj.gov/forms.htm



Other Requirements *Pgs. 12-14*

Additional Program Requirements

Civil Rights Compliance
Limited English Proficiency
Faith-Based and Community Organizations
Anti-Lobbying Act
Confidentiality and Human Subjects Protection
Evaluation



Attachments and Submitting through the GMS System *Pgs. 7-9*

Attachment 1 Budget Detail Worksheet
Attachment 2 Program Narrative
Attachment 3 Other Program Attachments

Microsoft Word (*.doc*), PDF files, (*.PDF*)
or Text Documents (*.txt*)

File Formats and Program Narrative Criteria Pg.9

Respond to the Selection Criteria in the order given – Numbers 1 through 6.

Double Space

12-point Font – Times New Roman

1 Inch Margins

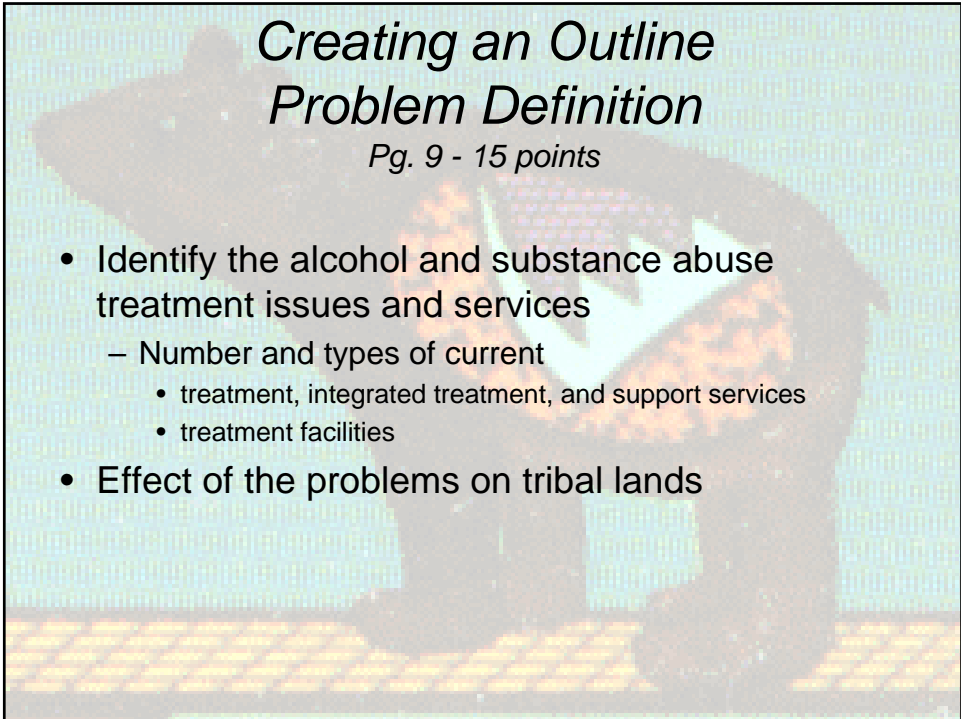
Up to 20 pages

Number Pages: 1 of 20, 2 of 20, etc.

Creating an Outline Problem Definition

Pg. 9 - 15 points

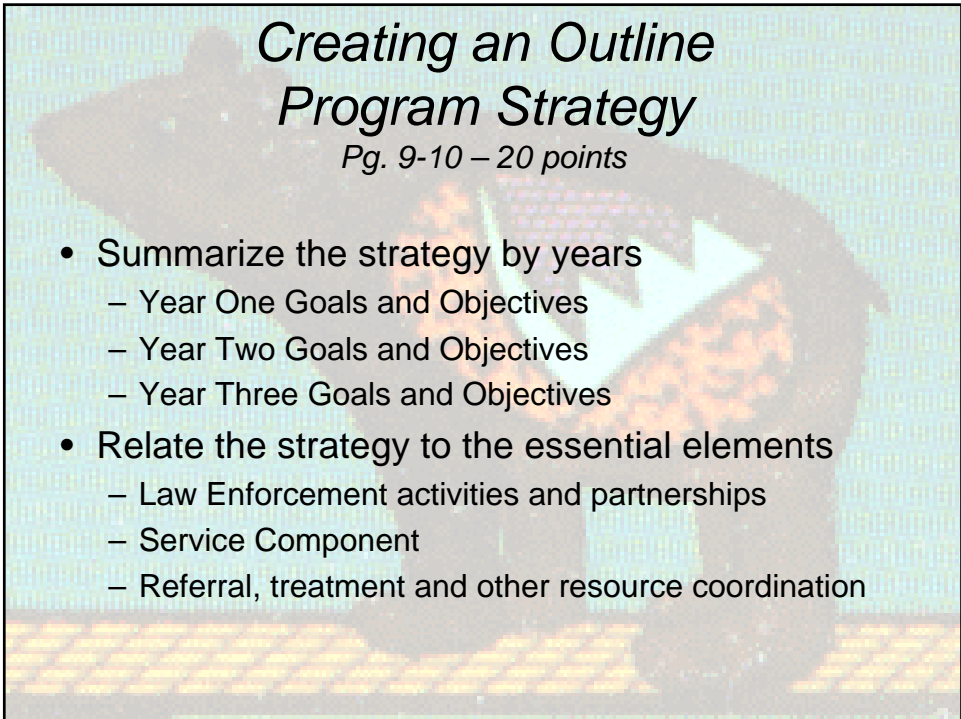
- Identify the alcohol and substance abuse issues law enforcement will have to address
 - Nature and extent of purchases and how purchases contribute to the problems identified
 - Incident data and information on
 - types of offenses
 - types of offenders
 - Current method of handling offenses and offenders
 - Discuss traffic/highway impact
 - Incident data and information on
 - number of substance related fatalities
 - number of substance related injuries



Creating an Outline Problem Definition

Pg. 9 - 15 points

- Identify the alcohol and substance abuse treatment issues and services
 - Number and types of current
 - treatment, integrated treatment, and support services
 - treatment facilities
- Effect of the problems on tribal lands



Creating an Outline Program Strategy

Pg. 9-10 – 20 points

- Summarize the strategy by years
 - Year One Goals and Objectives
 - Year Two Goals and Objectives
 - Year Three Goals and Objectives
- Relate the strategy to the essential elements
 - Law Enforcement activities and partnerships
 - Service Component
 - Referral, treatment and other resource coordination

Creating an Outline Implementation

Pg. 10 - 20 points

- **COMPREHENSIVE TIMELINE**
 - *Describe each goal*
 - *objectives and activities*
 - *Provide beginning and completion dates*
 - *Include details on data collection and management*
 - *Include reporting timelines*
- *Include **WHO** will be responsible for data collection*

Creating an Outline Coordination

Pg. 10 - 15 points

- Define **collaboration** with
 - other tribal agencies
 - state and local law enforcement agencies
 - prevention, enforcement and treatment programs
 - federal agencies
- Identify new vs. established collaborations
- Define technology capabilities
- Include letters and MOU's/MOA's

Creating an Outline

Coordination

Pg. 10 - 15 points

PROJECT ADVISORY TEAM

- Who will
 - manage the group's efforts
 - serve as BJA's point-of-contact
- Define members and their role in the implementation plan
- Describe how the community will be engaged in the project

Creating an Outline

Program Effectiveness/Evaluation

Pg. 10 - 10 points

- Explain HOW
- Types of data
 - Existing – describe collection method
 - Additional needs
- Impact assessment
 - Make a connection to the problem statement

Creating an Outline Sustainment

Pg. 10 - 10 points

- Current resources
- Strategy for continuation

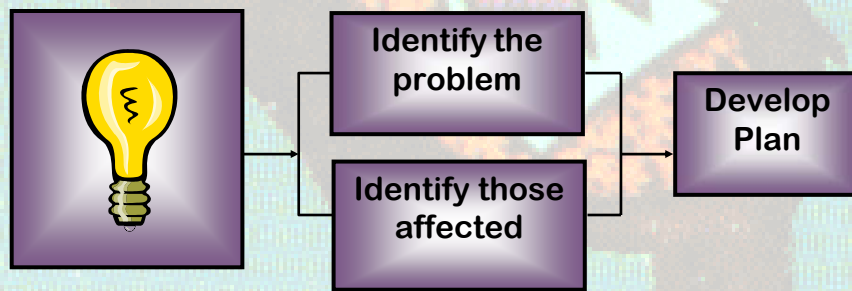


Creating an Outline Budget and Narrative

Pg. 10 - 10 points

- Include
 - Travel
 - Information technology
 - Personnel
- Refer to OC Guidelines
<http://www.ojp.usdoj.gov/FinGuide>

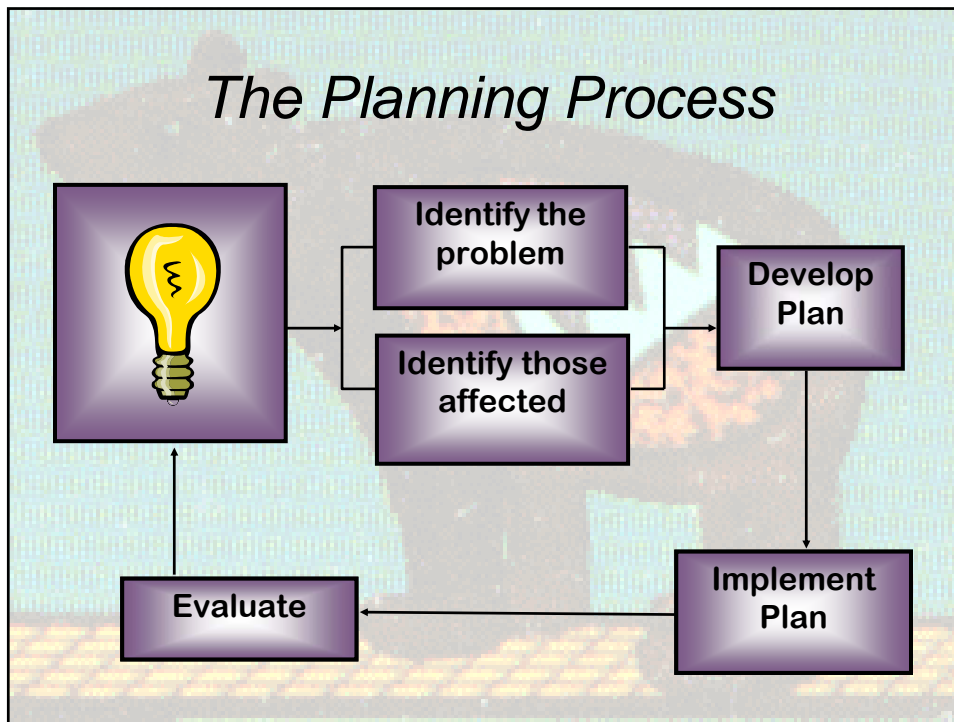
Community Assessment



Elements of the Plan

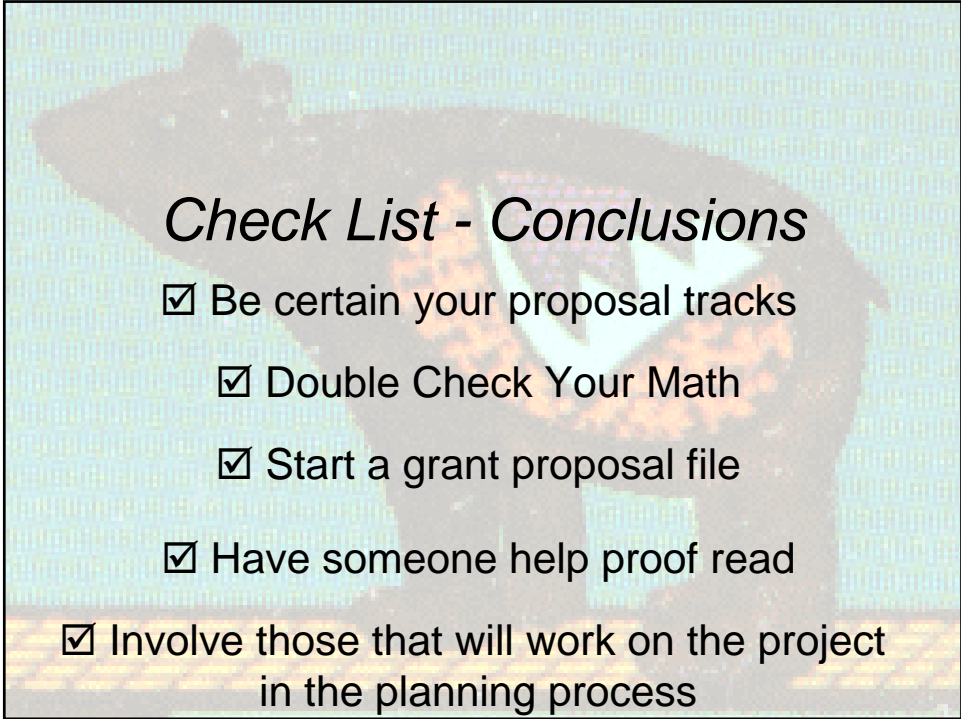
**Problem
Statement
Goals
Objectives
Timeline**

The Planning Process



Important Resources

- Tribal Justice Statistics Assistance Center
<http://www.tjsac.org>
- National Tribal Justice Resource VCenter
<http://www.tribalresourcecenter.org>
- Tribal Resource Guide
www.ojp.usdoj.gov/americanative/tribalresourceguide.pdf



Check List - Conclusions

- Be certain your proposal tracks
 - Double Check Your Math
 - Start a grant proposal file
- Have someone help proof read
- Involve those that will work on the project in the planning process



Question?

Thank you!