



DEPARTMENT OF  
GRANTS ADMINISTRATION

# Grants Orientation

**A High-Level Overview of Grant Basics  
for Community Stakeholders**



# A little bit about us...

- ✓ ***A small department***
- ✓ ***Serve the Divisions/Departments/Elected Officials of the Sullivan County Government.***
- ✓ ***At any given time, we are tracking progress of 25-100 active grants.***
- ✓ ***The mission of the Department of Grants Administration (DGA) is to:***
  - *Facilitate access to funding for Division/Department needs of the Sullivan County Government*
  - *Improve administration of existing funding secured by the Sullivan County Government*
  - *As time permits, we avail ourselves of the opportunity of providing resources to local community entities. While we do not write grants on behalf of outside entities, we do endeavor to connect stakeholders to resources.*
- ✓ ***The purpose of this workshop is to:***
  - *Orient community stakeholders to Grants*
  - *Point to available resources*



What is *your* experience with grants?



# **What we will accomplish...**

**I. OVERVIEW OF GRANTS**

**II. COMPLIANCE AND GRANTS**

**III. BECOMING GRANT READY**

**IV. TOOLS AND RESOURCES**





# Part I: Overview of Grants

**In this section, we will discuss...**

- **Types of Grants**
- **The Grant Cycle**
- **A standard Grant “Workflow”**



# TYPES OF GRANTS

**1) DISCRETIONARY (Competitive)** - Federal, State, or Private, application, award, and contract process.

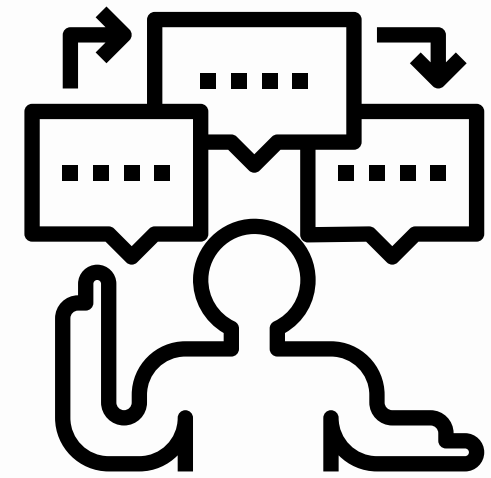
**2) ALLOCATIONS (Non-Competitive)** - Non-competitive awards, usually based on demographic data.



# Planning Vs. Implementation Funding Opportunities

A **planning grant** helps an individual or organization transform an idea into concrete plans, earliest phase of a large-scale project, may involve:

- Conducting surveys and research
- Creating a business or program plan
- Developing financial projections
- Identifying and establishing partnership

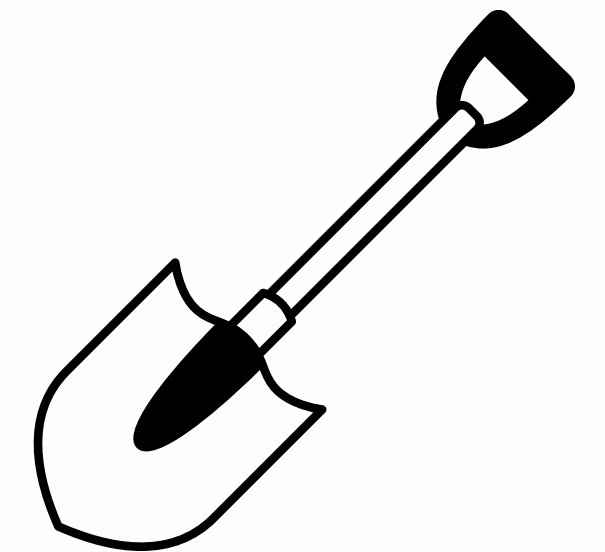


*If you can name the problem, have a general idea of what you'd like to accomplish, but don't know how to get there or don't have a detailed scope or project laid out yet, then you may want to look for a Planning Grant or a Technical Assistance Grant.*



An **implementation grant** (sometimes called a construction grant) supports “shovel-ready” projects.

- You should apply for an implementation grant if you have:
- A thorough implementation plan for your project
- Researched financial projections and a line-item budget
- Expected program outcomes you’re aiming for
- A process to measure results
- Strong partnerships
- Staff dedicated to monthly or quarterly grant reporting





# THE GRANT CYCLE

## Pre-Award Phase

- “What’s the problem?”
- “What are the needs?”
- Plan Project
- Locate Funding Opportunity
- Complete Application



## Award Phase

- Award or Declination
- Contract/Award Agreement



## Post-Award Phase

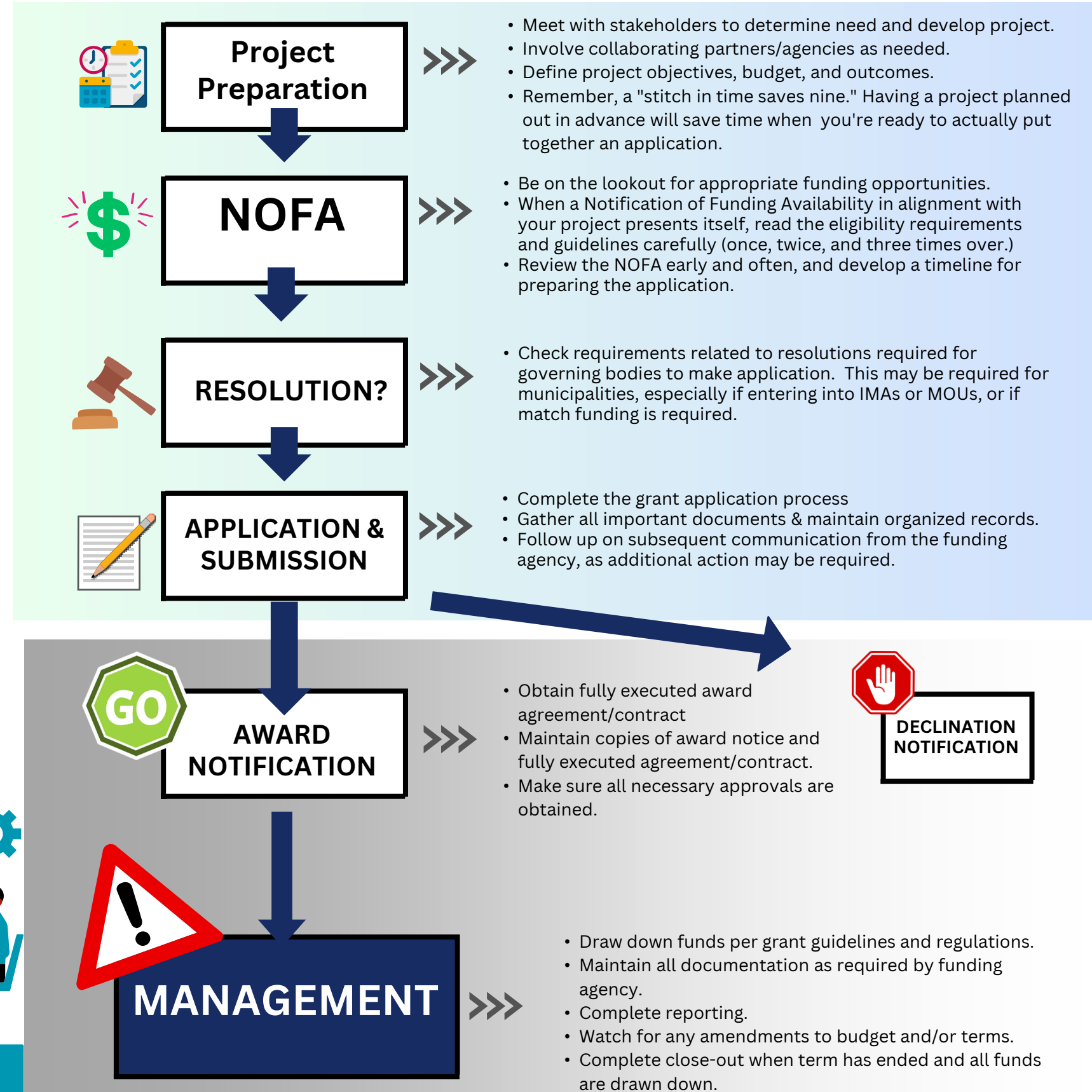
- Project & Grant Management
- Implement Workplan/Project
- Reporting
- Claiming/Draw Down
- Close-Out



# Your "Order of Operations"

- NOFA** – Notice of Funding Availability
- NOFO**-Notice of Funding Opportunity
- RFA**-Request for Applications
- RFP**-Request for Proposals
- IMA**-Intermunicipal Agreements
- MOU**-Memorandum of Understanding

## Grant Process Work Flow



*Be mindful of procurement requirements and do not make expenditures until you have a fully executed award agreement or contract.*



# Part II: Compliance and Grants

**In this section, we will discuss...**

- **The importance of being informed**
- **A high-level overview of Grant Management & Regulations**
- **Internal Controls**
- **What is meant by “Fraud, Waste and Abuse”**

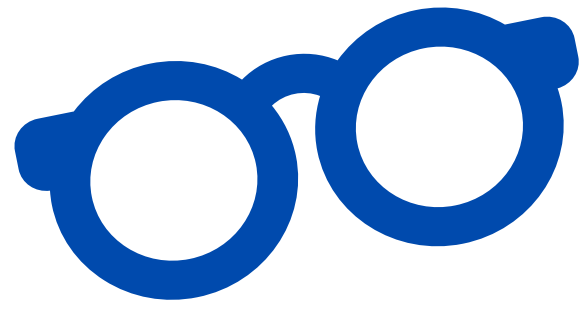




# The importance of being informed...

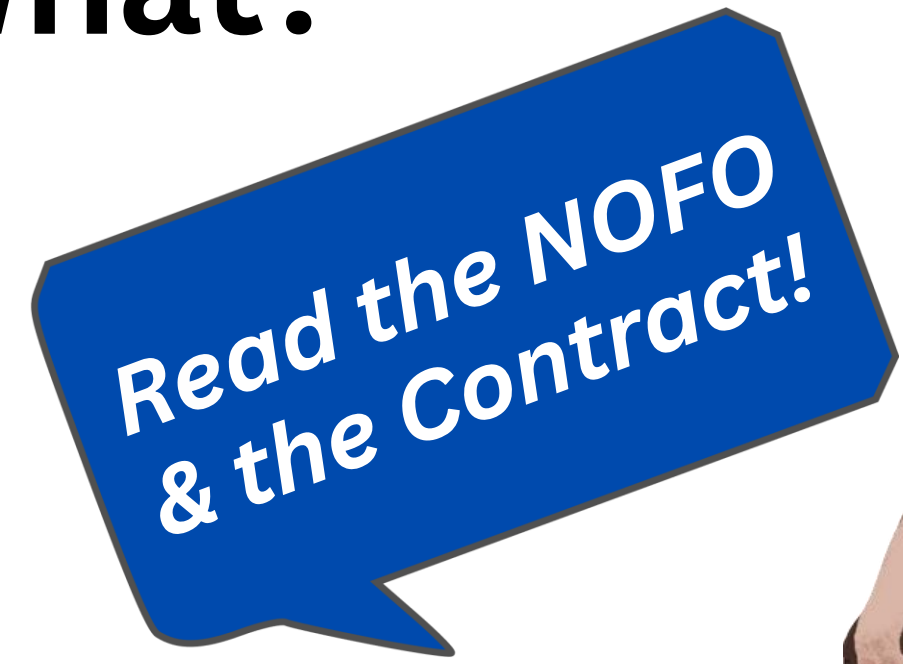
- **There is no such thing as “free money.”**
- **Grants can be labor intensive and require attention to detail.**
- **They often involve legal requirements to which grantees must adhere.**
- **Program Guidelines are your friend.**





# Who needs to read what?

Being “pretty sure” isn’t good enough in the grant world. Go straight to the horse’s mouth to obtain information about your program.



***Who should be familiar with the program guidelines (NOFO, NOFA, RFA, RFP)?***

Anyone involved in:

- Preparing an application
- Developing a workplan
- Implementing a grant

***Who should be familiar with the fully executed Contract?***

Anyone involved in:

- Implementing the workplan
- Submitting reports
- Submitting claims



*Mark it up and flag important sections.*





# A Word on Grant Management

With grant management, the goal is to achieve ongoing compliance with all requirements using an approach that has strong internal controls.

**Finance is the cornerstone of grants management!**

## Grant Management Best Practices:

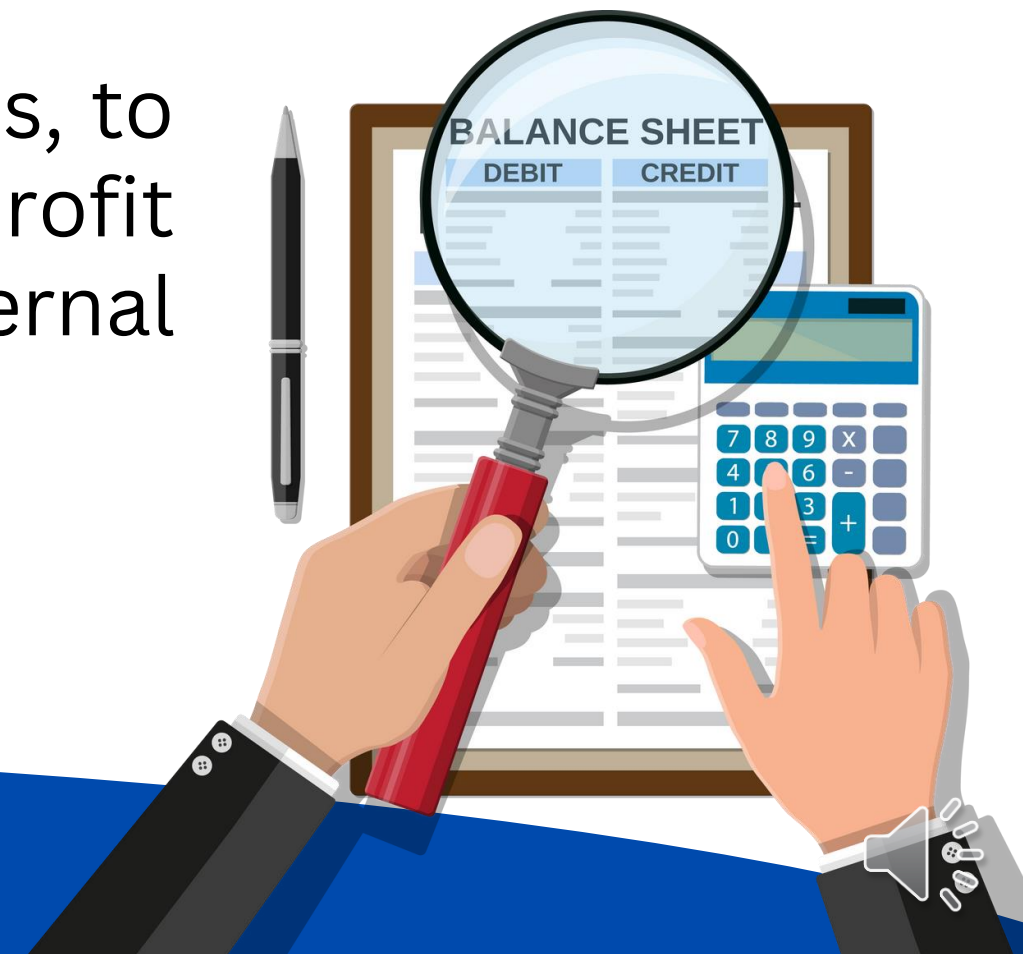
- Follow proper procurement protocols.
- Keep tidy bookkeeping.
- Do what you *said* you were going to do on application.
- Spend the money in the way in which you proposed.
- Make sure you have the systems and policies in place for financial and program data reporting.
- Track funding and program outcomes/data.
- When in doubt or having a challenge-contact the funding agency asap.



## *Keeping things on the “up and up.”*

**With grant management, the goal is to achieve ongoing compliance with all requirements using an approach that has strong internal controls.**

- Finance is the cornerstone of grants management!
- Whenever you're dealing with money in *any* context, it's common sense to be careful and methodical. But...
- When money belongs to the public by way of municipal funds, to investors by way of small business operations, or to a non-profit organization, it's *even more crucial* to engage tight internal controls in order to protect all stakeholders.
- Failure to take thorough care can lead to trouble.



# Examples of Strong Internal Controls

*Important for all grants, but crucial for government-funded programs.*

- 1. Formal Written Policies & Procedures** for your organization related to general operational activities, such as who can approve spending, how is labor recorded, procurement procedures, internal processes, etc.
- 2. Monitoring** of procedures to ensure compliance, of expenditures to ensure they are eligible under the grant, of fiscal activity and documentation.
- 3. Reconciliation** of general ledger accounts, equipment purchases, inventory of items purchased with grant funding.
- 4. Safeguarded Assets** from loss, theft, or damage; safeguarding credit cards and other assets from unauthorized use, training for staff to ensure compliance with all regulatory guidelines and best practices.
- 5. Segregation of Duties** by way of keeping financial operations distinct and tidy, assigning fiscal functions to different people, so no one individual has too much responsibility/control.
- 6. Supervisory Review and Approval** whereby all spending is reviewed prior to the transaction, providing checks and balances for authorization.
- 7. Documentation** by way of keeping all itemized receipts and detailed invoices and/or employee time and effort records. Documentation should demonstrate that expenditures are allowable under the grant's guidelines.

*From "7 Basics of Internal Control Grant Managers Should Know" by MyFedTrainer, April 11, 2024*



# A Word on Grant Regulations

**An agency awarded funding via Federal , State or Private Foundation funding sources is expected to comply with the specific regulatory requirements that apply to the funding award.**

*Any agency awarded federal grant funding must comply with the Code of Federal Regulations (CFR) also known as “Uniform Guidance.”*

## **What is “The CFR?”**

- *A codification of the rules published in the Federal Register by the executive Departments and agencies of the Federal Government.*

## **Where do you find it and how is it organized?**

- *The entire CFR is available at <https://www.ecfr.gov/>.*
- *It's divided into fifty (50) titles divided into Chapters by issuing federal agency.*
- *Each chapter is further subdivided into parts that cover specific regulatory areas.*

**Note: most regulatory guidelines are written into contract agreements, but if you’re going for federal-based funding, it’s important to know what the CFR is and what it contains.**



# Why it's important to be mindful of compliance and grants...

- *Fraud, waste and abuse take away funding from a project, and increase the chance that a grant will be terminated prematurely.*
- *Misuse of funds, even if unintentional, can result in suspension of availability of current/future funding, an entity having to pay back some of the grant, and jeopardize the entity's ability to secure future grant awards.*
- *Everyone within an organization who deals with funding is responsible for helping combat fraud, waste and abuse.*
- *Developing strong internal controls is the best insurance to avoid fraud, waste and abuse.*







## ***Grant Fraud***

***The use of grant funding for a purpose other than intended.***

*Examples include:*

- Charging for costs which have not been incurred or are not attributable to a grant*
- Failure to maintain accurate time and effort documentation*
- Charging personal expenses as business expenses against a grant*
- Charging for inflated labor costs or hours against a grant*





## Grant Waste

**Failure to receive a grant's full value due to poor planning/lack of controls leading to wasted resources.**

*Examples include:*

- *Poor financial or administrative management of grants*
- *Improper grant payments*
- *Buying overpriced office equipment from a favored vendor*
- *Buying unnecessary equipment for personal use or gain*
- *Lack of controls in the payment process*





## Grant Abuse

**Behaving improperly or unreasonably or misusing one's position or authority.**

*Examples include:*

- *Writing technical specification or contract terms to favor a specific contractor*
- *Influencing government employees to award a grant or contract to a particular company, family member, or friend*





# ORGANIZATIONAL TIPS



- Maintain all documents related to a particular grant organized in one location, labeled appropriately with the grant title, term, and award amount.
- We recommend keeping hard copies AND digital copies of all documentation.
- Review the guidelines associated with the funding award, setup a workplan, make notations to help you stay on task.
- Use your calendar and set up internal reminders to meeting important deadlines.
- Be sure to copy important stakeholders on relevant documentation, as needed.
- *Document, document, document!* Maintain careful notations related to grant work, communications, and progress on work plans; keep and organize copies of expenses/receipts and time and effort records, as required by the funding agency.



# KEEPING THOSE FILES IN CHECK

*Grant records management is such a big deal we have dedicated 3 slides to it!*

## LABELING YOUR GRANT FILE

Labeling the grant file will help you maintain organization, access information easily, and assist others in locating information in your absence.

*Your format should include:*

- *Funding Year (based on information in the program guidelines)*
- *Grant Title and Granting Agency/Organization*
- *Project/Program Title*

*For example:*

*2025 NYS DEC Household Hazardous Waste Program*

*2024 American Composers Forum Composition Grant Program*





# WHAT TO KEEP IN YOUR GRANT FILE

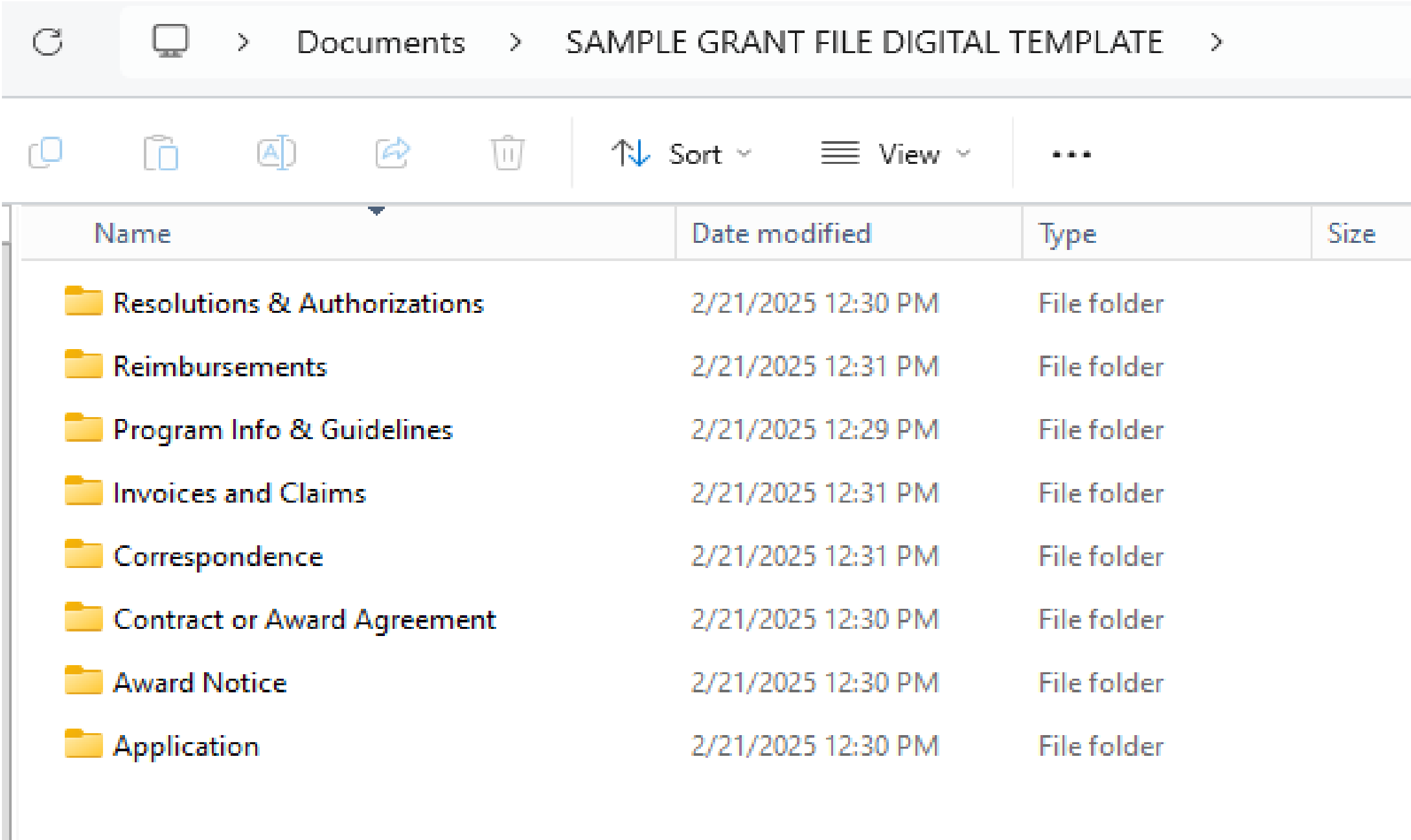
- Copy of Official Authorizing Resolution(s), if applicable
- Notice of Funding Opportunity and Program Guidelines
- Submitted Application/Supporting Documents (budget, letters of support, estimates, etc.)
- Fully Executed Memorandums of Understanding, if applicable
- Official Notification of Award/Declination
- *Fully Executed* Award Agreement/Contract(s)
- Project Account Code Information
- *Fully Executed* Amended Award Agreements/Contracts
- Additional Resolution(s)
- Monitoring and Compliance Documents
- Claims/Disbursement Requests



↑  
*Highly recommend!*



# SAMPLE GRANT RECORDS DIGITAL FILE



The screenshot shows a Windows File Explorer window with the address bar displaying 'Documents > SAMPLE GRANT FILE DIGITAL TEMPLATE'. The ribbon includes icons for Copy, Paste, Open, Share, and Delete, along with 'Sort' and 'View' dropdown menus. The main area displays a table of folders.

| Name                         | Date modified      | Type        | Size |
|------------------------------|--------------------|-------------|------|
| Resolutions & Authorizations | 2/21/2025 12:30 PM | File folder |      |
| Reimbursements               | 2/21/2025 12:31 PM | File folder |      |
| Program Info & Guidelines    | 2/21/2025 12:29 PM | File folder |      |
| Invoices and Claims          | 2/21/2025 12:31 PM | File folder |      |
| Correspondence               | 2/21/2025 12:31 PM | File folder |      |
| Contract or Award Agreement  | 2/21/2025 12:30 PM | File folder |      |
| Award Notice                 | 2/21/2025 12:30 PM | File folder |      |
| Application                  | 2/21/2025 12:30 PM | File folder |      |

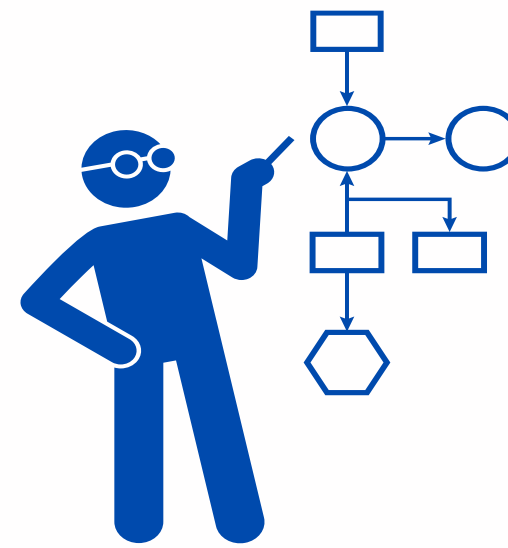


# Part III: Becoming Grant Ready

**In this section we will discuss...**

- **Organizational Structure**
- **Time Management Considerations**
- **Project Readiness**
- **Pro Tips**





# Organizational Structure Analysis

***Funding agencies have eligibility requirements related to who they will fund: non-profits, municipalities, small businesses, and/or private citizens.***

- Consider your organizational structure. How are you incorporated? Is your financial structure in place?
- Depending on how you are legally structured, are you required to have a governing body/board or CEO and board of directors?
- Do you have a team of individuals with some level of experience, with time to dedicate to grant-related work, including preparation of an application, implementation of a workplan, and financial management and reporting?





# Time Management Considerations

- Gathering data, preparing an application, and managing a grant can be time consuming.
- Federal and State grants typically have more requirements and demand more time commitment, versus...
- Private charitable grants, which may also have requirements but are typically less strenuous than government-funded programs.
- Consider your staff and/or volunteer base: do they have additional hours in the week to attend to grant-related tasks?





## QUESTIONS TO ASK BEFORE SEEKING GRANTS

Grant writing requires you to provide details about your organization and “make a case” for why you need funding. You will also have to follow the funder’s guidelines for administration and reporting. The time to make sure you have the resources to carry it out is before you make application.

- ✓ **Am I grant ready?**  
Before you begin the process, compile all of the important information and documents that will likely be required for the application process. Refer to our “[Grant Readiness Checklist](#).”
- ✓ **Is my organization eligible?**  
Read the grant eligibility description. If you’re not sure if you’re eligible to apply, contact the funding agency directly for clarification (unless they specify not to contact them.) If you are not eligible, consider partnering with another organization that is.
- ✓ **Does our work further the funder’s mission?**  
While corporate and government funding agencies are a little more cut-and-dry, private and foundation grants often have a particular mission. Review their mission statement, history, and current priorities to determine if your work is a match for their vision.
- ✓ **Does our proposed project/program fit?**  
Does your program serve the funder’s priority demographic? Will it address problems the funder identifies as important areas? Does the project utilize methods the funder clearly does not support? Does the funder prefer new or established programs? Does the funder provide the type of funding you need (operating expenses, capital, or program funding)? Does the funder expect you to be able to sustain your program after the funding period ends?
- ✓ **Do we have the internal resources to meet funding requirements?**  
Does the grant have a cash or in-kind matching requirement? Reporting requirements are quite extensive and are time *and* labor intensive; will you have the staff to meet these requirements? What about additional staffing, technological, supply, or equipment needs not covered by the grant? Will you need to meet a minimum number of program recipients/participants? Does the project have to be completed in a certain time frame?
- ✓ **Is the grant the right size?**  
Look at the funding history and see if the funding practices align with your actual need. If the grant is a small amount, will it be worth the resources expended to apply and administer it?
- ✓ **Can we make the deadline?**  
Some grants have a very quick turn-around time. Will you need to develop a new program initiative and will you have the time and resources to do so? Will pursuing the grant burn out your staff or partnering organizations?
- ✓ **Do we have a good chance of winning?**  
Take the time to learn about what organizations have been funded in the past, and get a sense of how your project/program compares with funded initiatives.

## GRANT READINESS CHECKLIST

Is your organization interested in applying for grant funding? Before you begin, make sure you are “grant ready” by gathering important information and documents you will need on hand. Depending on the nature of your organization and project, and the funding agency (government vs. private) and type of grant for which you are applying, not all of the following may be necessary. However, it is a helpful exercise to compile as much information as possible so you are well-prepared to apply for funding when the opportunity arises.

### Organizational Information

- History (Narrative)
- Year Established
- Articles of Incorporation & By-Laws
- EIN Number
- Address, Phone, Web Address
- Mission/Values Statement
- Service Area/Target Population
- Current Program/Services Description

### Governance

- Organizational Structure/Chart
- Board of Directors (affiliations and contact info)
- Strategic Plan/Business Plan
- Executive Director/CEO Bio

### Tax Documentation

- Tax exemption status letter
- IRS Form 990
- W-9

### Technical Requirements

- Required for federal grants
- UEI (Unique Entity Identifier or SAM, formerly DUNS number)
- SAM Registration
- Grants.gov Registration

### Financial Information

- Annual Operating Budget
- Year-End Financial Statements
- Audit, if applicable
- Sources of Funding

### Program or Project Information

- Program/Project Description
- Target Population
- Staffing Structure/Organizational Chart
- Year Established
- Program/Project Budget
- Measurable Outcomes (number served, current outcomes)
- Success Story Narratives

### Other Documentation that Might be Required:

- Annual Report
- Letters of Support
- Collaborating Partners (with Memorandums of Agreement)
- Policies and Procedures
- History of Grants/Funding Received or Denied
- News Articles/Photographs/Video Clips/Media
- Staff Information (Number of FT and PT Staff/Bios/Qualifications/Resumes)
- Cost Estimates and Vendor Information (equipment)
- Other Registrations (ex. State & Local Licenses and Registrations)

For information about the grant process and a glossary of grant terminology, visit:  
<https://www.grants.gov/web/grants/learn-grants.html>

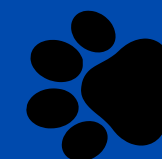
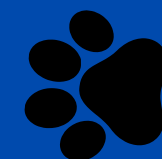
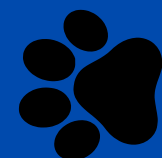
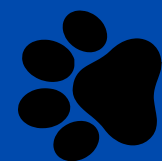
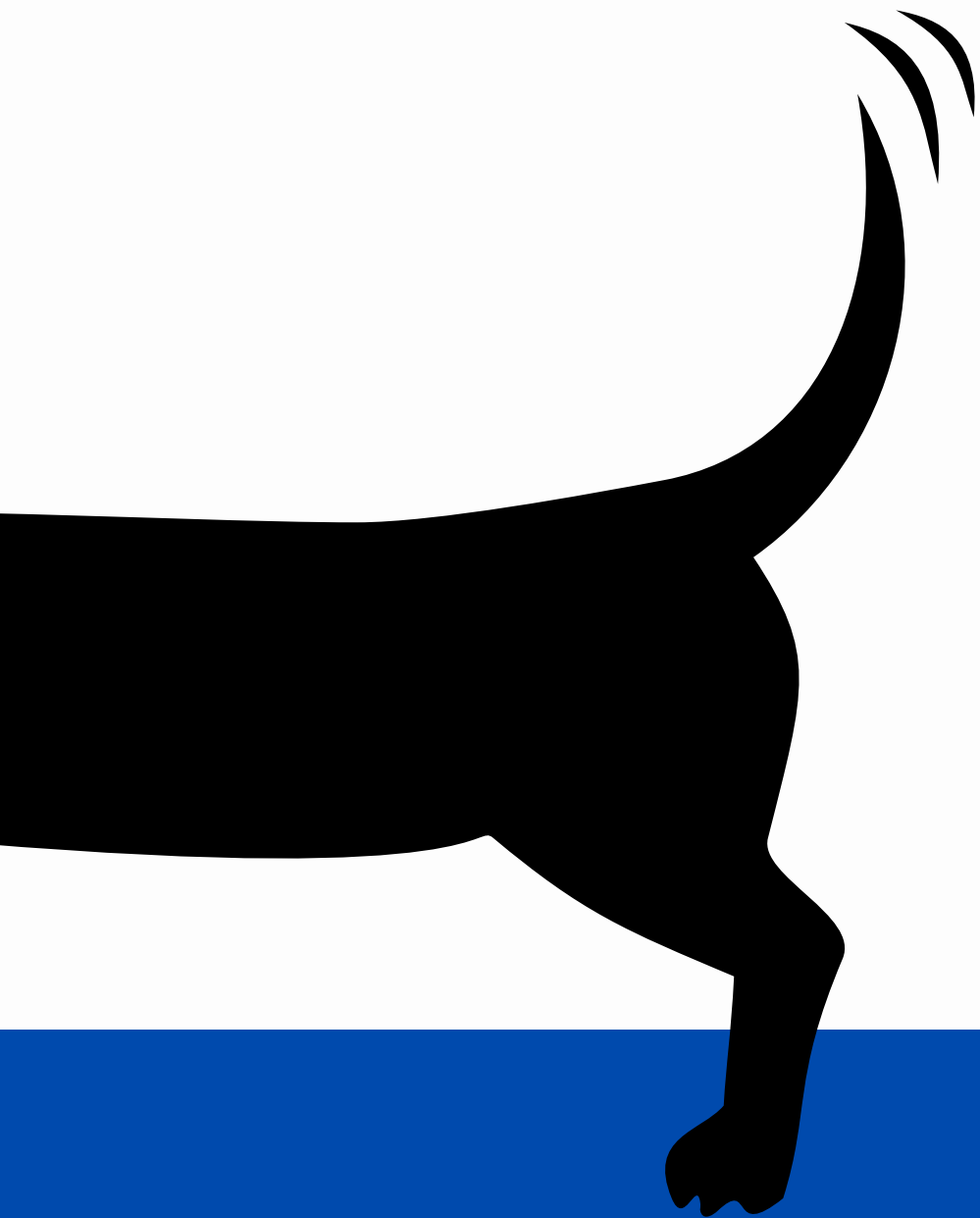


# Project Readiness

## ***Don't let the tail wag the dog!***

*"The first rule in grantseeking is that you don't write a grant request without first completing a comprehensive planning process that involves the grant applicant or organization's key stakeholders."*

*~Dr. Beverly A. Browning, author of *Grant Writing for Dummies**



Effective Project Planning answers the...



of a project.



# Project Planning Involves...

## 1) Completing a “Needs Assessment” (Identifying Priorities)

- A process by which your stakeholders identify the most pressing needs and solutions to address those needs.
- The process may involve data analysis, objective and subjective observations, surveys, or other metrics.
- A Needs Assessment may also involve identifying obstacles and challenges which must be overcome in order to address an issue.

## 2) Identifying Goals and Objectives (Proposing a Solution)

- Your Needs Assessment will help you develop appropriate Goals and Objectives.
- Goals refer to the broad, long-term outcomes you hope to achieve.
- Objectives are the specific, measurable actions you can take within a specific time frame to meet those goals.



***In the end, you want to be able to “tell a story”...but it needs to be a compelling story based on data and facts with a coherent, sensible solution.***



# ***SMART Goals***

***Specific***

***Measurable***

***Achievable***

***Relevant***

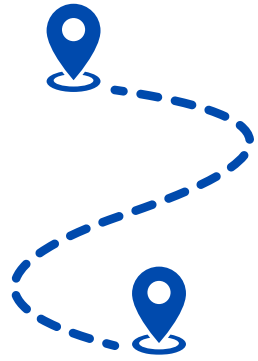
***Time-bound***





# 3 Grant Readiness Pro-Tips

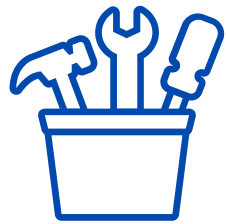
## Pro-Tip # 1: Map who is doing what...



- *Project Planning*
- *Project Manager (Lead)*
- *Administrative Tasks*
- *Reporting*
- *Fiscal-related Tasks*



## Pro-Tip # 2: Use tools...



- *Becoming Grant Ready Checklist*
- *Needs Assessment Worksheet*
- *Preparing a Winning Grant Proposal*

## Pro-Tip # 3: Involve stakeholders in conversation...



- Stakeholders may include your organization's leadership, service base, board members, community partners, etc.
- Consult, ask questions

When building your "grant team"...

- Coordinate with your organization's leadership to structure a team prepped for grants.
- Make sure assignments make sense.

"What is this person's skill set?"

- Fiscal experience?
- Special expertise related to the workplan?
- Detail oriented and organized?
- Comfortable with technology?
- Does it make sense to engage a Grant Writer?





## **A majority of grant-related problems can be prevented as long as...**

- *Your team adheres to protocols, addresses organizational structure and knowledge gap issues.*
- *Project Manager takes ownership and has team support.*
- *Internal processes are followed.*
- *Everything stays REALLY organized.*
- *You contact your funding agency representative with questions.*

### ***And remember...***

- *Know your Reporting Requirements*
- *Submit claims properly!*
- *And stay organized!*



# Part IV: Tools and

**In this section we will review...**

- **Resources to advance grant knowledge**
- **Resources available from the Sullivan County**

**Department of Grants Administration**



# RESOURCES

For Expanding Knowledge...

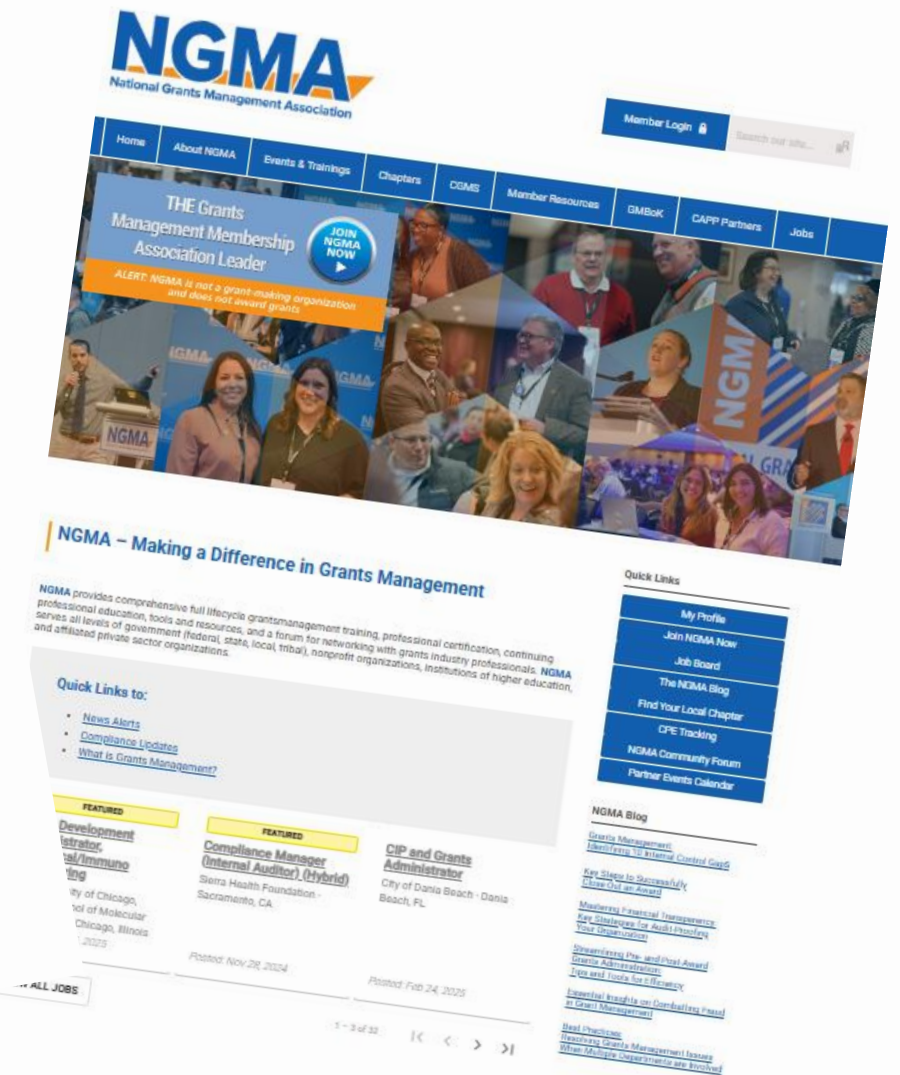
Grants.gov  
Learning Center

Your Local Library

Professional Organizations such as the  
Grant Professionals Association and the  
National Grant Management Association



SUNY Sullivan ed2go  
Grant Writing Course





# Sullivan County Grants Administration Webpage

The screenshot shows the Sullivan County Grants Administration webpage. At the top left is the Sullivan County Catskills logo with the tagline "Mountains of Opportunities". To the right are navigation icons for "meet your GOVERNMENT", "find a DEPARTMENT", "tools for BUSINESS", "tips for VISITORS", and "find JOBS". Below these is a search bar with the placeholder text "How can we help?".

The left sidebar contains a "Quick Links" section with a plus sign, followed by a "Grants Administration" section which is circled in red. This section includes links for "Small Business Resource Guide", "Helpful Resources", "Grant Readiness Tools", and "Special Announcements". Below this is a "Helpful Links" section with various links such as "NEW: 2025 Discretionary Funding Application", "Sullivan County 2025 Adopted Budget", "Sign Up for Property Fraud Alerts", "Make Your DMV Appointment", "Calendar of County Government Events", "Watch Legislature Meetings", "January/February 2025 County Manager's Newsletter", "Sullivan County 2024 Strategic Plan", "Sullivan County 2023 Annual Report", and "Freedom of Information Law (FOIL)".

The main content area features a header image with a "GRANTS" sign, a laptop, and a coffee cup. Below the image is the "Grants Administration" section, which includes "Special Announcements" with links to "2025 Sullivan 180 Grants Now Available" and "Hudson Valley Animal Shelter Fund Grant - due January 31, 2025". A "USDA Rural Development Single Family Housing Repair Loans and Grants" announcement is also present.

On the right side, there is a "Contact Grants Administration" section with the Sullivan County Catskills logo, the name "Arthur J. Hussey, Director", and "Jennifer Perito, Grant Writer". It also provides the "Grants Administration Department" address: "County Government Center, 100 North Street, PO Box 5012, Monticello, NY 12701-5012". A "View Map" link, phone number (845-807-0468), and email address are also listed.





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- Strategic Plan/Business Plan
- Executive Director/CEO Bio

### Tax Documentation

- Tax exemption status letter
- IRS Form 990
- W-9

### Technical Requirements

- Required for federal grants
- UEI (Unique Entity Identifier or SAM, formerly DUNS number)
- SAM Registration
- Grants.gov Registration

### Financial Information

- Annual Operating Budget
- Year-End Financial Statements
- Audit, if applicable
- Sources of Funding

### Program or Project Information

- Program/Project Description
- Target Population
- Staffing Structure/Organizational Chart
- Year Established
- Program/Project Budget
- Measurable Outcomes (number served, current outcomes)
- Success Story Narratives

### Other Documentation that Might be Required:

- Annual Report
- Letters of Support
- Collaborating Partners (with Memorandums of Agreement)
- Policies and Procedures
- History of Grants/Funding Received or Denied
- News Articles/Photographs/Video Clips/Media
- Staff Information (Number of FT and PT Staff/Bios/Qualifications/Resumes)
- Cost Estimates and Vendor Information (equipment)
- Other Registrations (ex. State & Local Licenses and Registrations)

For information about the grant process and a glossary of grant terminology, visit: <https://www.grants.gov/web/grants/learn-grants.html>





## PROJECT PLANNING NEEDS ASSESSMENT WORKSHEET

Think of this template as a very basic tool to help you brainstorm, identify key ideas, and to form a basis for fleshing out a more detailed plan. It is your first step toward developing a highly detailed grant proposal.

1. What is the problem? Who is affected, where, what is the issue, and why is it an issue?
2. What is the solution? You can frame your answer by describing your proposed project.
3. Do you have the data? Can you justify need, or is additional research required?
4. What is in the way? What are the obstacles preventing you from implementing the solution? (Obstacles can be related to capacity, financial resources, sustainability, lack of technical knowledge, etc.)
5. What information is lacking? What information do you need in order to fully flesh out a plan? What are your "unanswered questions" related to your project that might require the input of experts/model agencies, etc.?





# Preparing a Winning Grant Proposal



Department of Grants  
Administration  
100 North Street  
Monticello, NY 12701

<https://sullivanny.us/Departments/grants>





# Locating Funding Sources

- Grants.gov (Federal Programs)
- NYS Statewide Financial System (State Programs)  
*Note: Some Federal and State agencies allow you to sign up for newsletters/notifications.*
- Community Foundations
- Regional Agencies  
*Ex. the Mid-Hudson Regional Economic Development Council*
- Grant Clearinghouses  
*Ex. Foundation Directory (Candid), GrantStation, GrantWatch, Instrumentl, etc.*
- Scout the internet for books, blogs, and other sources but confirm they're produced by credible sources.
- A list of clearinghouses and programs is available on our website under "Helpful Resources."

**<https://sullivanny.gov/Departments/grants>**

*Note: Sullivan County provides information about resources on our website as a courtesy to the public and does not endorse one over the other, nor is the list provided exhaustive by way of available agencies. Fund-seekers may engage in additional research and use their discretion in order to meet their particular needs.*



# Additional Considerations about Funding Sources...

## Municipalities

More often than not, Federal and State funding programs tend to fund municipalities more often than other entities, although non-profits and businesses can be eligible for certain programs. There are some private charitable foundations that will also fund municipal/local government projects.

Government-based funding agencies will typically look to fund planning, capital or programming projects in alignment with their legislative goals and initiatives related to:

- Public Health & Well Being
- Infrastructure/Housing
- Environment
- Transportation
- Economic Development
- Public Safety

## Non-Profits

Non-profits can often locate funding sources from private, charitable funding agencies. Private funders may fund a range of activities, usually in close alignment with their professed mission.

Broadly speaking, private funding may fund initiatives related to areas including:

- Health and Wellness
- Fine Arts/Performance Arts
- Human Rights Advocacy
- Economic Development
- Education
- Animal Welfare

## Businesses

Federal and State agencies offer funding opportunities for business development, although they do tend to fund larger-scale operations that will result in a high level of job creation or business endeavors in alignment with specific regional initiatives, for example, funding certain types of industries. Some private charitable funders will also fund small businesses in alignment with their professed mission.

For the most part, funders will fund start up or expansion projects for:

- Capital
- Equipment
- Marketing

They *do not* typically fund expenses that would normally be considered “operational costs.” Businesses may opt to seek out loans for their endeavors.



# Your Next Steps?

- Gather together your stakeholders for conversation.
- Identify needs and priorities and proposed solutions.
- Take advantage of resources to enhance your grant knowledge.
- Start planning a project, along with a budget.
- Research funding opportunities.

\*Keep in mind - if you determine your project may be eligible for Federal or State Funding, remember to adhere to procurement guidelines and do not draw down expenditures without a fully executed contract.



# Thank you for participating!

Check out our website!



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