

### **3. Be Organized and Prepared BEFORE Beginning!**

When it comes to organizing the narrative part of your application, think like the reviewer who will be examining it. Make that person's job easier by matching your headings and subheadings directly with the major and minor selection criteria laid out in the request for proposals. When the reviewers can quickly and efficiently find the narrative associated with each of the selection criteria, they can happily proceed.

Don't use acronyms! Nowhere in your grant should you use PCSSD or NCLB...spell it out! Make your proposal clear. Remember, these grant readers will be tired from reading proposals. Make their life easier! Also, avoid big, high-dollar words. Convey your thoughts simply and clearly!

### **4. Be Sure Your Goals and Objectives Are Measurable!**

Use statements that are specific and provide measurable goals. Action phrases like, "students will demonstrate," or "they will complete a three-segment project" are a must. Unclear terms like "students will learn," or "my class will come to understand," aren't specific enough when trying to explain how the project will benefit.

### **5. Tie In Other Disciplines and Technology**

It is a fact of life these days that no classroom is an island. Science teachers have to work on reading skills, and social studies teachers have to add lessons on angles while teaching about the Egyptian pyramids. Grant readers enjoy seeing a crossing of disciplines. Grantees want to get "more bang for their buck." Cross-referencing other disciplines is a plus!

### **In Conclusion:**

Know that grant writing is so enjoyable! Especially when you receive a letter saying, YES, your idea was funded. If you do receive a letter of non-funding, be sure to ask for the READER'S COMMENTS and then "tweak" your grant and resubmit it the following year! I can't help but think that if there were a different set of judges there would be a different Miss America! Always resubmit any grant you do not receive funding for!

Each grant begins with YOUR DESIRE to innovate, to stretch the limits of required curriculum, and to motivate the students by finding "extras" for your teaching. Don't let all of your "requirements" take the fun out of teaching! Look for enjoyable items to add into your lessons such as