



GRANTS OFFICE

PROJECT GRANTWRITING

IMPROVE YOUR GRANT SUCCESS RATE WITH THE INDUSTRY'S TOP GRANT WRITING SERVICES.

The best way to ensure that your grant application will be approved is to have it written by the company with one of the best track records in the industry: Grants Office.

Our grant writing services have helped hundreds of municipalities, schools, hospitals and non-profit entities get the funding they need. With our years of experience and up-to-minute industry knowledge, we have been able to provide quality proposal development that gets our clients funded.

THE MOST THOROUGH GRANTWRITING PROCESS.

With every grant Grants Office writes, our project managers and writers follow these steps to ensure that you receive the best grant proposal possible—one that is completely customized to your organization and needs.

- 1. Understanding your needs.** Grants Office starts by getting to know your organization. Through interviews with you and through our own research, we develop a complete understanding of you and your projects.
- 2. Identification of grant opportunities.** Our indepth knowledge of the grants landscape allows us to identify the best available grant opportunities and select the most desirable programs. Our database of grants covers federal, state, corporate and foundation grants. Our full-time research and consulting staff works directly with our grantwriters to ensure that we have found the best possible grant for your needs.
- 3. Complete review of the Grant Guidance.** Before our grantwriters start writing, they become fully acquainted with all submission requirements, whether there's an RFP, PON, BAA or NOFA.
- 4. Matching the grantwriter to the project.** Grants Office has a nationwide network of experienced grantwriters available to work on your grant. We carefully choose the writer who best fits your project, a seasoned professional with a high success rate in writing grants specific to your organization type, locality, project or grant program.

5. A completely customized grant proposal. Our grantwriters will work with you to develop and submit a grant proposal that truly reflects your organization, your mission and your needs. Our grantwriters regularly help our clients achieve a high level of success in their grantseeking.

THE RIGHT WAY TO PAY.

Grants Office—like all reputable grant writers—charges an upfront, flat fee for grantwriting services. Our fees are consistent with industry norms and have been developed with an understanding of the limited resources available to municipalities and not-for-profit institutions.

Grantwriting that is conditional on award amount or writing percentages into your budget, can weaken the competitiveness of your proposal. While this may seem like a cost-effective way to pay for grantwriting, it could seriously diminish your chances of having your grant proposal approved.

THE BEST WAY TO GET IN THE GAME.

Seeking funds for your organization's projects can be an overwhelming task—especially when you have limited resources available to commit to it. With Get in the Game™, Grants Office provides a simple, inexpensive and step-by-step approach to researching and applying for funding. Here's how Get in the Game works: We work closely with your organization's primary contact throughout the following four phases.

- **Needs Assessment.** Together, we thoroughly examine the project needs and currently available resources.
- **Research.** With knowledge of your needs and objectives we'll research our database to identify all potential funding opportunities. Our grants database covers federal, state, foundation and corporation grants available across the country. This ensures that you will have a comprehensive catalog of your funding options moving forward.
- **Grantseeking Plan.** We'll then work with you to create a plan for applying for and obtaining grants. We'll help you identify the most promising grants and outline strategies for pursuing them. Through this process, we'll help you develop a roadmap to obtain future grants.
- **Grant Proposal Development.** One of our team of professional grantwriters will then be assigned to develop and submit one grant proposal for the highest priority grant.

