



Organizational Readiness for Grant Seeking

GRANT FUNDER “Threshold”	FUNDER REQUIRED “Documentation”
IRS 501(c)(3) nonprofit status	Copy of IRS letter with date of determination
Incorporation in State of Michigan	Copy of Articles of Incorporation / Annual Update to State of Michigan
Board of Directors representative of community / typically requires at least a quarterly meeting	List of Board of Directors with affiliations and meeting dates
Financial stability and fiscal controls	Copy of most recent IRS 990 tax return and audit by outside accountants
Planning for future	Copy of strategic plan (not always required)

Top Reasons Why Grant Proposals Receive Funding

Factor	Readiness
Organizational capacity, reputation and momentum	Organization may need to employ an innovative strategy or new approach, demonstrate a track record and show a compelling community need.
Congruency with funder interests and guidelines	Thoroughly evaluate grant prospects to determine suitability.
Agency financial solvency and development acumen	Almost show that organization doesn't need funding so agency can get funding.
External – the economy, competition for funding, amount funder has to give	Largely outside the control of organization, ensure initiative is not duplicating efforts prior to application.
Program and model design	Soundness and quality of the program are crucial.
Quality of proposal	A substandard proposal will decrease chances of success immediately.
Relationship building, partnerships and follow-up	Developing relationships with program officers at foundations, following up on proposals, letters of support all impact positively on a proposal.