



Grant Writing Basics Level 2

Take your existing grant writing skills to the next level in this advanced grant writing course. You will learn how to craft a persuasive needs statement, describe your program in a compelling fashion, devise a plan to evaluate success and make your proposal sparkle. You will have multiple opportunities to write throughout the day and critique the work of your fellow classmates in a friendly and supportive setting.

Who Should Take This Course?

This course is designed for individuals with some experience writing grants for nonprofits, including volunteers, board members and staff responsible for fundraising. While not required, it is preferred that participants be involved in a specific nonprofit or have a specific nonprofit in mind and come prepared to write for that organization.

Course Objectives

- Provide a persuasive history and description of your organization
- Craft a compelling needs statement
- Design and explicate your program description, including goals and objectives
- Create a plan to evaluate your program
- Describe how your organization plans to fundraise
- Learn to use active, powerful, effective writing skills to make your proposal sing.

Course Info

- Length: 6 hours
- Format: Classroom instruction and exercises
- Prerequisite: Grant Writing Basics Level 1 or previous grant writing experience

Course Content

- Students will write a paragraph on each of the basic components of a standard grant application: organization history, needs statement, program description, evaluation and funding goals
- Students will review what they have written with the class and instructor for feedback and suggestions
- Students will write a two-page letter of inquiry for submission to a funder, as well as guidance on expanding the letter of inquiry for a full proposal.

Assessment /Evaluation

This course is not assigned a letter or numerical grade. However, in some cases, skill assessments may be administered during the course to gauge progress and comprehension.



Course Completion Letter

If your company requires proof of course completion, or if you would like to have proof for your own records, you may request a Continuing Education Unit (CEU) letter, **after the final session**. You must attend 80 percent of the course to qualify for the letter.* To request a CEU letter, please stop by the front desk after the last session of class and complete the CEU Request Form.

Certificates of Completion for Certificate Programs

Certificates of Completion are automatically given at the end of the certificate program to those who have registered for a certificate program series (or after Part 2 of the series, when applicable) as long as attendance* and other program requirements have been met. If you complete a certificate program by taking courses individually (not through a series), please stop by the front desk and complete a Certificate Request Form. Attendance requirements for certificate programs vary by certificate and can be found by visiting [Certificate Programs & Certifications](#) on our website.

*Attendance for CEU letters and certificate programs is verified via the sign-in sheets provided at each class session. It is the students' responsibility to sign-in.

Green River College is committed to providing access to all who visit, work and study on campus. The College will provide reasonable accommodations for individuals with disabilities, with advance notice of need. If you require accommodations, please contact Disability Support Services as soon as possible to determine eligibility and/or request accommodations. Accommodations are determined on a case-by-case basis. Please contact Disability Support by email at dss@greenriver.edu; by phone at 253-833-9111, ext. 2631; TTY 253-288-3359; or in person at the Student Affairs and Success Center, Room 274, to request accommodations. For additional information, please visit www.greenriver.edu/student-affairs/disability-support-services.htm. The accommodations authorized on your forms should be discussed with your instructor. All discussions will remain confidential. Accommodations are not provided retroactively, so it is essential to discuss your needs at the beginning of the quarter. Additionally, only accommodations approved by Disability Support Services will be provided.

This syllabus is available in alternate formats upon request.

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