



# How to Successfully Apply for Federal and State HIT Funding

Michael Paddock

CEO

Grants Office LLC





# Engaging Collaborators

- Each collaborator may be eligible to apply to different funders
- From the draft budget, break out collective costs and participant costs
- Funders may support individual or collective efforts
- Consider resources the group has to pursue grants
- Expect to seek funding over a 12 month period



# Engaging Collaborators

- Consider what agencies/sectors would benefit and could contribute to the outcomes of the project
- Create a clear, written vision and descriptive title for the project
  - What need the project will address
  - What approach you are planning to take
  - How you will know you have addressed the need somehow
  - A draft timeline
  - Who has been committed and who has been invited to participate
  - A draft budget, including shared costs and costs that can be accrued to each collaborator in the project
- Form a core planning team of the most relevant collaborators



# Strategic Grantseeking

## Determining Desirability

- Eligibility
- Total amount available (competitiveness)
- Matching requirements
- Application burden
- Scale (your ability to reasonably complete the project)
- Collaboration/partnering requirements
- Lead time
- Track record with the funder



# Sources of Information

- Catalog of Federal Domestic Assistance ([www.cfda.gov](http://www.cfda.gov))
- Federal Electronic Grants Clearinghouse ([www.grants.gov](http://www.grants.gov))
- Grants Office ([www.grantsoffice.com](http://www.grantsoffice.com))
- Grants Advantage ([www.grantsadvantage.org](http://www.grantsadvantage.org))
- Federal and state program staff ([www.usa.gov](http://www.usa.gov))
- Other grant databases ([www.fdncenter.org](http://www.fdncenter.org))



## Ten Tips for getting More Grants

1. Learn as much as possible about each program to which you intend to apply.
2. Involve others in your project, but be judicious; have a purpose for their involvement.
3. Customize each proposal to the requirements of the funder.
4. Get reviewers comments for non-winning proposals and use their feedback in future proposals ([www.fcc.gov/foia](http://www.fcc.gov/foia)).
5. Include only support letters that demonstrate a real commitment on the part of the sender.



## Ten Tips for getting More Grants

6. Make grantseeking part of your agency's strategy; don't put all your eggs in one basket.
7. Be specific in your budget; most funders have generous allowances for budget length.
8. Don't include materials other than those specifically requested by the funder.
9. Have an outsider edit your proposal before you submit it.
10. Follow directions.



Thank You!

**Thank you for joining us!**

For further information, contact Grants Office at  
[info@grantsoffice.com](mailto:info@grantsoffice.com)