TIPS FOR GRANT WRITING SUCCESS

1. **Take your time**. Successful grant writing can take a considerable amount of time. Prepare for the process by writing a quick summary of your ideas for each section of the proposal before you begin your narrative. You might also find it helpful to do the bulk of your research on the location or program you are interested in before writing.

2. **Identify a need**. When developing your fellowship idea, begin with the need you will meet or the key questions you will answer, rather than with a travel destination or the program you would like to attend.

3. **Avoid ambiguity**. Strong applications are detailed and explicit about why the project is important, the impact on personal as well as professional growth and how the learning experience will be applied in the classroom.

4. **Be thorough**. Fund for Teachers provides leading questions for each proposal section, but don't feel limited by them. Your application is the only tool you have to convince the selection committee that your project merits funding.

5. **When writing is hard, talk it out.** Sometimes it's hard to just sit down and write. Instead, talk it out with one or two people, and ask them to write down your exact words. Then, see if you can use that as the start of your written answers—make whole sentences, move things around and make it flow together. When you're done, read it aloud to see how it sounds.

6. **Tone**. As you begin writing your proposal, remember that your tone is as important as your content. Selection committees want to choose teachers who demonstrate need and follow through with great action plans.

7. **Ask for help**. Ask a peer, district grant coordinator or friend (particularly one not in education) to read your proposal. Encourage them to use the Fund for Teachers Scoring Rubric to rate your proposal as they read. If they encounter any weak sections, make changes and ask that they re-read and score it again.

8. **Junk the jargon**. Avoid using "edu-speak," technical terminology or acronyms that may be unfamiliar to those outside of education.

9. **Proofread.** There is no spell or grammar check within the online application system. *Our best advice*: Compose your proposal in a Word document. It makes it much easier to proofread, share with peers, and finally just copy and paste into our online system.

10. **Get inspired!** There are over 7,000 Fellows across the country; some are in your school or district. Use our project search database to find fellowships completed in past years at http://www.fundforteachers.org/fellowsearch/index.cfm. Email FFT at info@fundforteachers.org to make contact with a particular Fellow.

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