

Worksheet 3.1

Turn in this worksheet at the end of the module.

Unique ID Number _____

Readiness Checklist

Part 1:

Briefly describe one viable project-based need in your service area for which you would like

Potential funding source(s):

Part 2:

Write the mission or vision statement of your organization.

Part 3:

Describe your organization's capabilities and expertise in grant writing, based on the project

Describe any additional resources you would need.

Part 4:

List the positions from whom you would need to obtain input before applying for your grant,

What would you do if one of these key people reacted negatively to your idea for funding?

Part 5:

Identify the cost items and services that would be affected if you were to apply for a grant,

Cost or service impacted	Ways to minimize cost or service