

GRANT PROPOSAL WRITING WORKSHOP

(all times approximate!)

1. **8:30 - 9:30 a.m.: Introductions**
2. **9:30-10:30: IAC Grants Overview**
3. **10:30-45: Break**
4. **10:45-12:15: Grant Review Exercise**
5. **12:15-1:00: Lunch**
6. **1:00-5:00: Grant writing and Reading**

Afternoon Schedule: Grant writing and Peer reading

1 pm—Part I: 45 minutes

1. What we'll do: writing and critiquing—pass out “responding to writing”-10 min
2. Pass out and discuss grant proposal project 50-word summaries: 10 minutes
3. Pass out, discuss, try free writing exercise—10 minutes
4. Free (re)write summaries: 5 minutes
5. Project share (pairs): 10 min (5 ea) use to talk about summary and project in general

Break for 10 minutes

1:55 pm—Part II: 75 minutes

Pass out writing sample—discuss as different sort of project description piece

Using bullet points, outline, or paragraphs, answer the 3 narrative questions

Question 1: 25 min

Write on sub questions—bullets, outline, or paragraphs

Question 2: 25min

Write on sub questions

Write on sub questions—bullets, outline, or paragraphs

Question 3: 25 min

Write on sub questions

Write on sub questions—bullets, outline, or paragraphs

3:10—Part IV: Read, Comment: 30 min

In pairs (not the same pairs), read and respond to your partner's proposal

3:40—Part V: Rewrite, based on comments to your proposal: 30 minutes

4:10-4:40—Part VI: Trade and comment one more time

4:40-5:00—Part VII—Evaluation

What to bring:

1. 50 word project description
2. Outline, bullets, or draft of narrative question responses for IAC mini:
http://www.iowaartscouncil.org/funding/e_grant/assets/MiniAppExample.pdf or major grant: http://www.iowaartscouncil.org/funding/e_grant/assets/MajorAppExample.pdf
3. Budget ideas
4. Writing implement and lots of paper or a laptop

Before you come:

1. Look over IAC grant guidelines, criteria, grant forms:
<http://www.iowaartscouncil.org/funding/overview.shtml>
2. Prepare a 50-word project description
3. Prepare an outline, bullets, or draft for the narrative questions
4. Fill in the basic budget form (give it a try!)