

Trinity Phase I Submission Information Outline

Please review all grant submittal instructions at www.trinityfound.org

SMALL AND LARGE GRANT DIVISIONS – Answer all questions in the online application.

UPLOADED DOCUMENT TO CONTAIN THE FOLLOWING:

1. **ABSTRACT** – In a 250 word or less abstract/summary clearly define the issue to be addressed and proposed solution(s). Include grant amount requested.
2. **NEED/PROBLEM STATEMENT & TARGET SERVICE AREA** – What is the purpose of the project and who is it expected to benefit?
3. **INTENDED OUTCOMES AND MEASUREMENT** – What methods will be used in Phase I to validate the need and measure the impact if selected in a Phase II implementation?
4. **INNOVATION, EXPANSION, or CONTINUATION?** – Is this proposed project best categorized as a new service, an expansion of current services or a continuation of current services for your organization?
5. **POTENTIAL COLLABORATORS & PROJECT SUSTAINABILITY** – If this project is selected to be implemented in Phase II, who are the ideal community partners and how might the project sustain itself after the initial funding period?
6. **USE OF FUNDS** – How will the requested Phase I funds be used?

(More detail on the outline at Trinityfound.org)

8 Tips for Developing Successful Funding Proposals

1. Start with a great title/name that stirs the interest of the reviewer compelling them to read further.
2. Write the abstract first and rewrite it at the end to make sure it touches all the key highpoints supported by the proposal. The abstract often contains the key topic sentence from each section joined together to flow for the reader. The sections then elaborate on the key topic sentence in each corresponding section.
3. Proof for spelling and grammar with both electronic means and a careful human reader.

4. Use references where they are due to support your data and source of ideas.
5. Find a model (business, service, or program) that works somewhere else and describe how you will implement this success in our community. Successful models elsewhere are good foundations to emulate.
6. Make sure you describe who benefits from this project and how you will measure success. We want to touch many lives in our community – identify your demographics. We also seek measurable results that may come in a Phase II implementation, so envision what you might measure if your project is implemented.
7. Find great subject/project experts and organizations that will be potential collaborators on your project. These are new projects – your credibility for success may be enhanced by locating great expertise beyond your organization.
8. Address how the project will be leveraged and sustained financially and operationally once it is established with the Trinity anticipated funds. We are seeking opportunities that will grow beyond our financial contribution.

TRINITY KEY FUNDING PHILOSOPHIES:

1. Is this compatible with our stated mission and service region?
2. Is this a new project, expansion project, or a continuation of an ongoing project that addresses a definable and measurable need?
3. Does the grant serve as a catalyst of something larger and lasting?
 - a. Is financial leverage from other supporters a possibility?
 - b. Is there reasonable sustainability after establishment?