



# Grant Ready:

Planning, Positioning,  
and Preparing  
for Success





## ARE YOU READY TO APPLY?

- 🎯 Do you have a well-defined project?
- ⭐ Is it a priority for your organization and funders?
- ⚙️ Are you going be able to manage it?
- ⟳ Are you going to be able to maintain it?



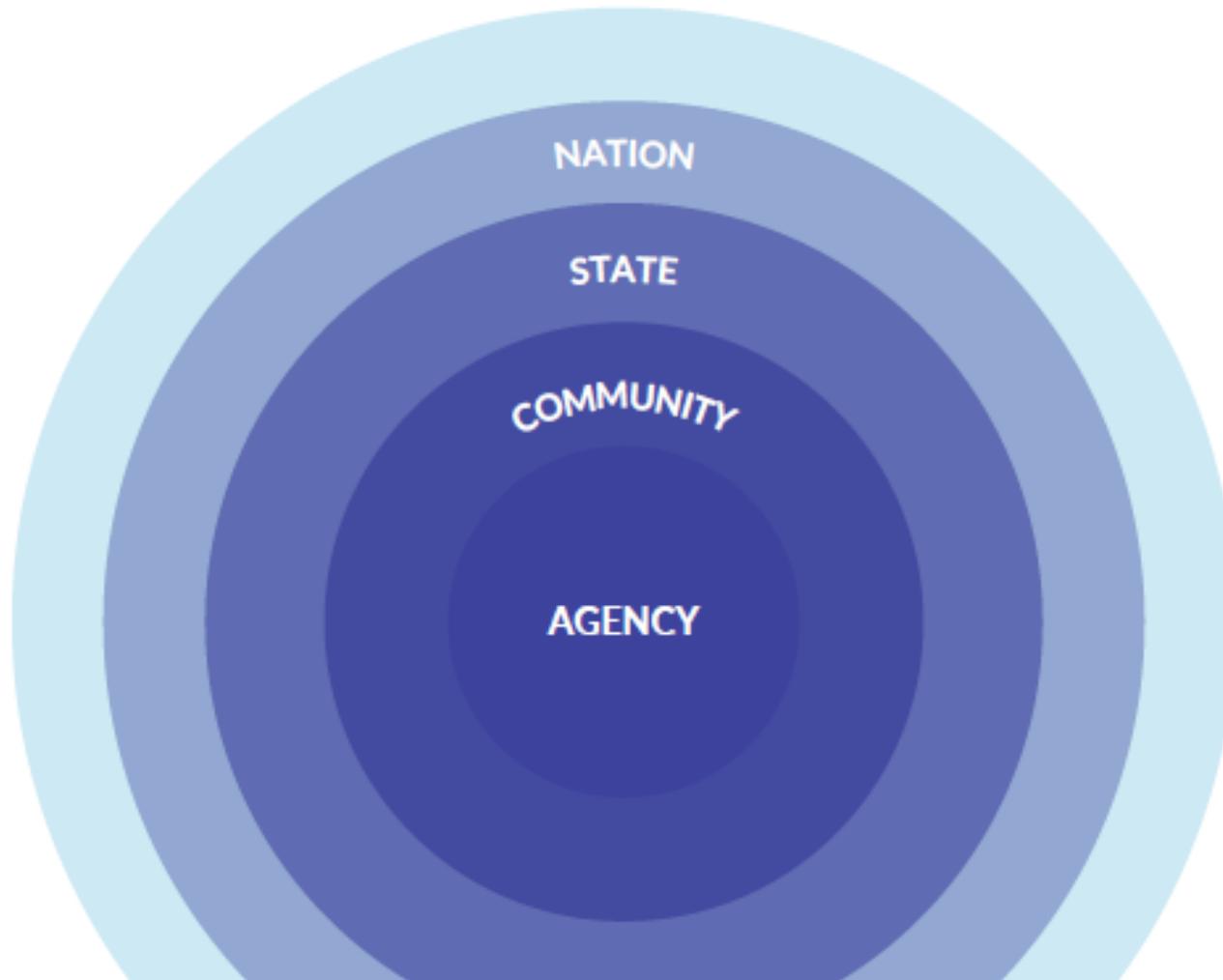
## BOOST YOUR COMPETITIVENESS BEFORE YOU START WRITING

- Know the funding landscape
- Have a well-planned project that is shovel-ready
- Collaborate-strengthen partnerships and community buy-in
- Have the data and figures at your fingertips



# STRATEGIC ALIGNMENT

Does your project align?



# BUY-IN & COMMUNICATION

## CLEAR ROLES

Are roles clearly defined and agreed upon?

## LEADERSHIP & FINANCE SUPPORT

Do leadership and Finance support this?

## COMMUNITY ALIGNMENT

Are community benefits aligned?

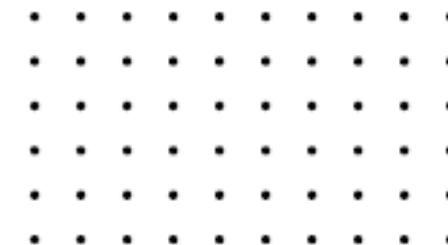
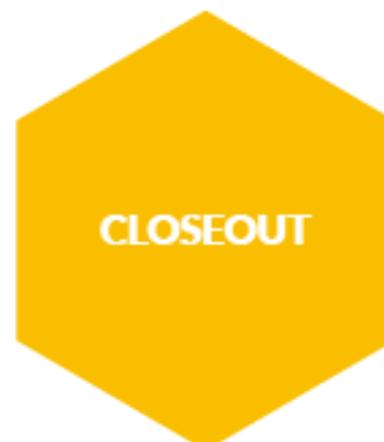
## FINANCIAL SYSTEMS & COMPLIANCE REALITY CHECK

- Audit-ready financial and reporting systems
- Documented process for match and in-kind tracking
- Centralized grant tracking and coordination
- Grant-specific cost tracking by funding source



# ADMINISTRATIVE BURDEN & CAPACITY PLANNING

Plan for the whole Grant Project lifecycle:



# THE TOP 5 “WE’RE GOING TO APPLY!” MISTAKES

1. Chasing funding over mission
2. Engaging Finance too late
3. Overpromising agency capacity
4. Underestimating time, cost, and staffing
5. Assuming compliance later



## REMEMBER:

1. Do you have a well-defined project?
2. Is it a priority for your organization and funders?
3. Are you going be able to manage it?
4. Are you going to be able to maintain it?



# Want More Help?

**Adrienne Harris**  
[aharris@rgs.ca.gov](mailto:aharris@rgs.ca.gov)  
**650-587-7300**

