M.J. Murdock
CHARITABLE TRUST

Interested in applying for a grant?

Do your homework!

- Read grants to peer organizations
- Read "Writing Great Grants"
- Read mission of the Trust

Ask...

- If something is unclear or foggy
  - Call and ask
  - Email or phone questions

Submit...

- Letter of Inquiry
- See what should be in the Letter of Inquiry

Trust Response...

- Invitation to submit a proposal application
- Response to LOI should come in 3 to 4 weeks

Submitting the Application

- Put your best foot forward!
- Ask prior grant recipients about their applications
- The sooner you submit the application, the sooner things start moving ahead
- Use the Toolbox to help!

After Submitting

A program Director will be assigned once the application is submitted to the Trust, and they will be in contact with you to ask questions and schedule a site visit.

Scheduling the site visit

After touching base and reviewing your application, your Program Director will arrange a time to conduct a site visit.

Site Visit

The site visit includes questions on the project, leadership, the board, the plan for executing and sustaining the project, how you will determine success, and more.

Review

Program director prepares report for review and analysis.

Grants Meeting

- This is where requests are reviewed
- Our goal is that requests would be reviewed within 6 to 7 months after the application is received.

The Call

You should hear within 72 hours of grants meeting of the decision on the request. If not, call Steve Moore at the Trust!

If the answer is yes...

The official letter and grant agreement will come from the Executive Director. Congratulations! Now comes "Grant Management."

If the answer is no...

It is always a disappointment. However, there may be other opportunities for partnership. Re-read "Writing Great Grants."

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