Grant Writing Success Story for SRMT’s Solid Waste Program

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Presentation Summary

- Pre-proposal preparation
- Factors to considering when deciding to submit a proposal
- Solicitation review
- SRMT Proposal example
Pre-proposal Preparation

- Develop common components of proposals ahead of time
  - Background Statement (geographical, population data, Tribal governmental structure, information about your program, etc.)
  - Problem/need statements/project description/budgets
    - What problems are you having?
    - Need statements are developed from your problem statements.
    - Begin to write project descriptions to solve your problems & develop budgets.
Green Light Test – need to answer two questions before moving forward with preparing proposal.

- Is my organization eligible?
- Is one of my needs a funding priority or acceptable funding activity for the agency providing the funding?
After passing the Green Light Test, consider these things:

- Preparation time – can you meet the deadline for submission?
- Do you have all the necessary information and if not, can you get it?
- Do you have the necessary partners required by the funding the agency?

If you answer no to any of the above, then stop and don’t submit a proposal.
You made a decision to submit proposal, now what?

- Read entire solicitation
- Jot down thoughts as you read
- Make an outline of proposal sections required
- Pay attention to details; i.e. page, spacing format, total # of pages allowed, etc.
- Budget Limit – what are allowable expenses, how much can you ask for, and is there a match?
TSWMAP & THWMA proposals were written with same format, they just looked a little different

Sections of proposals

- Summary – written after everything else was done
- Background
- Statement of problems & needs
- Project description, objectives, & work activities
- Budget
SRMT’s Solid Waste Program Model – Objectives & Activities Table

- SRMT THWMA Proposal Example.docx
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M-F, 6:30 AM - 2:30 PM EST

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