

# Appendix D

CROSS-WALK MATRIX - ARC FEDERAL GRANTS APPLICATION  
TRAINING CURRICULUM TO TOOLKIT

CURRICULUM MODULE	SUMMARY FORMAT CROSS-WALK MATRIX - ARC FEDERAL GRANTS APPLICATION TRAINING CURRICULUM TO TOOLKIT								
	TOOLKIT TOPICAL DOMAIN								
	WEB-BASED GLOSSARIES	WRITING WINNING GRANTS	LEARNING FROM PROMISING PROGRAMS & PRACTICES	IDENTIFYING & SECURING GRANT WRITERS & OTHER CONSULTANTS	IDENTIFYING FUNDS	FINDING TRAINING & TA	EVALUATING CURRENT CAPACITY TO SECURE FUNDS	ESTABLISHING A 501©(3) ORGANIZATION	BUILDING & MAINTAINING PARTNERSHIPS
MODULE 1 – INTRODUCTION									
MODULE 2 – IDENTIFYING FUNDING OPPORTUNITIES					⊗				⊗
MODULE 3 – DETERMINING YOUR ORGANIZATIONAL CAPACITY AND READINESS								⊗	⊗
MODULE 4 – PREPARING YOUR GRANT APPLICATION					⊗	⊗		⊗	⊗
MODULE 5 – WRITING YOUR GRANT PROPOSAL, PART I					⊗	⊗		⊗	⊗
MODULE 6 – WRITING YOUR GRANT PROPOSAL, PART II					⊗	⊗		⊗	⊗
MODULE 7 – CONSTRUCTING YOUR BUDGET								⊗	⊗
MODULE 8 – MANAGING YOUR GRANT					⊗	⊗		⊗	⊗
	THE TOOLKIT IS A VALUABLE RESOURCE TO (1) REINFORCE AND (2) SUPPLEMENT LEARNING IN MODULES 2 THROUGH 8								

CURRICULUM MODULE & RELEVANT TOPICS	DETAILED FORMAT – MODULES 2 THROUGH 8 [INCLUDES CORRESPONDING MODULE TOPICS]								
	CROSS-WALK MATRIX - ARC FEDERAL GRANTS APPLICATION TRAINING CURRICULUM TO TOOLKIT								
	TOOLKIT TOPICAL DOMAIN								
	BUILDING & MAINTAINING PARTNERSHIPS	ESTABLISHING A 501(c)(3) ORGANIZATION	EVALUATING CURRENT CAPACITY TO SECURE FUNDS	FINDING TRAINING & TA	IDENTIFYING FUNDS	IDENTIFYING & SECURING GRANT WRITERS & OTHER CONSULTANTS	LEARNING FROM PROMISING PROGRAMS & PRACTICES	WRITING WINNING GRANTS	WEB-BASED GLOSSARIES
<b>MODULE 2 – IDENTIFYING FUNDING OPPORTUNITIES</b> <ul style="list-style-type: none"> <li>- FEDERAL GOVERNMENT GRANT AWARD PROCESS</li> <li>- KEY FAITH- &amp; COMMUNITY-BASED CONTACTS</li> <li>- POTENTIAL SOURCES OF FEDERAL FUNDING</li> <li>- GRANT ANNOUNCEMENTS</li> <li>- APPLICATION KIT</li> </ul>					⊗				⊗
<b>MODULE 3 – DETERMINING YOUR ORGANIZATIONAL NEEDS AND READINESS</b> <ul style="list-style-type: none"> <li>- GRANT APPLICATION PROCESS OVERVIEW</li> <li>- MOTIVATION FOR PURSUING A GRANT</li> <li>- CONSIDERING PARTNERSHIPS</li> <li>- ASSESSING READINESS</li> <li>- ORGANIZING MATERIALS</li> </ul>	⊗	⊗	⊗			⊗	⊗	⊗	⊗
<b>MODULE 4 – PREPARING YOUR GRANT APPLICATION</b> <ul style="list-style-type: none"> <li>- LINKING YOUR PROJECT TO FUNDING OPPORTUNITIES</li> <li>- ASSURING ALIGNMENT WITH THE FUNDING SOURCE</li> <li>- ORGANIZING YOUR RESOURCES</li> <li>- ADHERING TO THE RFP'S TECHNICAL REQUIREMENTS</li> <li>- DEVELOPING APPLICATION CONTENT</li> <li>- MANAGING FOR QUALITY</li> </ul>	⊗			⊗	⊗	⊗	⊗	⊗	⊗

<b>MODULE 5 – WRITING YOUR GRANT PROPOSAL, PART I</b>  <ul style="list-style-type: none"> <li>- GRANT APPLICATION PROCESS</li> <li>- COMPONENTS OF A GRANT PROPOSAL</li> <li>- PROGRAM NARRATIVE</li> <li>- EXECUTIVE SUMMARY/PROJECT ABSTRACT</li> <li>- PROBLEMS TO BE ADDRESSED</li> <li>- PROBLEM/NEED STATEMENT</li> <li>- PROJECT GOALS AND OBJECTIVES AND PERFORMANCE MEASURES</li> <li>- SMART GOALS &amp; OBJECTIVES</li> </ul>			⊗		⊗	⊗		⊗	⊗
<b>MODULE 6 – WRITING YOUR GRANT PROPOSAL, PART II</b>  <ul style="list-style-type: none"> <li>- PROJECT DESIGN/STRATEGY</li> <li>- PROJECT TASKS</li> <li>- MANAGEMENT &amp; ORGANIZATIONAL CAPABILITY</li> <li>- PAST PERFORMANCE DOCUMENTATION</li> <li>- PROJECT EVALUATION</li> <li>- GPRA</li> </ul>	⊗		⊗	⊗	⊗	⊗	⊗	⊗	⊗
<b>MODULE 7 – CONSTRUCTING YOUR BUDGET</b>  <ul style="list-style-type: none"> <li>- BUDGET COMPONENTS</li> <li>- BUDGET PROCESS</li> <li>- BUDGET NARRATIVE</li> </ul>	⊗	⊗						⊗	⊗
<b>MODULE 8 – MANAGING YOUR GRANT</b>  <ul style="list-style-type: none"> <li>- FEDERAL GRANT QUALIFYING CRITERIA</li> <li>- PROGRESS REPORTS</li> <li>- EVALUATING THE PROCESS</li> <li>- EVALUATING THE OUTCOMES</li> </ul>				⊗	⊗	⊗	⊗	⊗	⊗