Grant Writing for the Aging Network

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My background in grant writing

- Foundations (Robert Wood Johnson Foundation, Hitachi Foundation)
- State or local sources (State contracts, Civil Monetary Penalties)
- Federal sources (Institute for Museum and Library Services, Small Business Innovation Research (NIA); National Institutes on Aging)

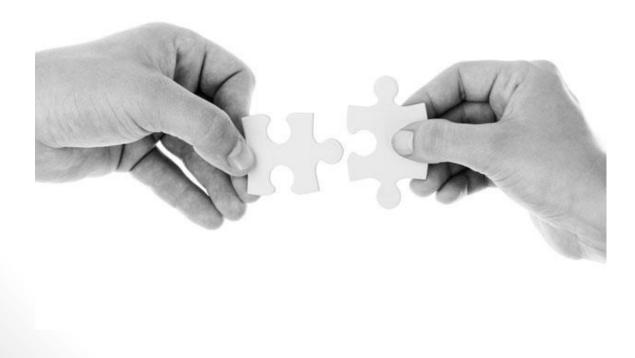
Project Focus

- What is the main purpose of the grant project you want to get?
 - Defining the type of project is key to determining where to apply
- What's unique about your project?
 - These characteristics help you determine what organization might be interested in your project.
- What's the scope (e.g. size and timeline) of your project?
 - Most grant-making bodies have specific rules about amount and timing of projects



Eligibility

- Most grants go to organizations not individuals
- Find out what kind of organization you represent OR partner with eligible organizations to develop a competitive project

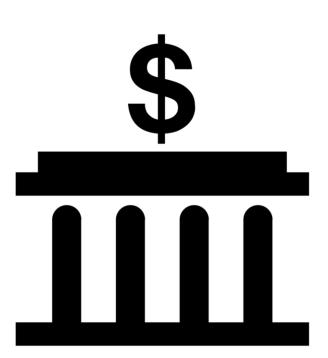


Poll #1

- Which type of funding do you plan to apply for?
 - Foundations
 - State and local sources
 - Civil Monetary Penalties
 - Federal sources
 - Don't know

Topic #1 – Sources of funding

- Searching for sources of funding
 - Match your project to their interests
 - Investigator initiated
 - Do your homework
 - Contact someone to discuss



Foundations

- For broad level searches www.foundationcenter.org is a good starting point.
- Google searches that include your special focus and your main purpose (e.g. pilot projects, Atlanta, &chronic disease) will likely be fruitful.
- A word of caution not all of these sites are free to access.
- For resources on workshops, seminars, publications, and other resources check out The Grantsmanship Center at www.tgci.com
- When you find a foundation you think fits your potential project, sign up for alerts for new grants

State and Local Sources



- Some states and localities have e-grant and grant alert systems that send subscribers alerts
- In the case of particular state, go to the .gov website for your state and try keyword searches such as "funding announcements," "grant applications," or "funding opportunities."

Civil Monetary Penalties

- State specific applications
- Must be used for quality improvement for nursing homes
- Comes from penalties levied on nursing homes
- State-based applications can be found here:
- <u>https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/LTC-CMP-Reinvestment.html</u>

Federal Sources

- Grants.gov is a centralized grate site for the government at the federal level (<u>http://www.grants.gov</u>) and registration is required
- Programs of individual federal agencies are likely to change and are worth revisiting periodically for updates
- There are many federal agencies and different ones are worth following depending on your focus; much of the aging research comes out of the National Institutes of Health includes the National Institute on Aging (NIA) and 27 other institutes, centers and offices.

Emergency Funding

- For research projects focusing on disaster relief as a governmental or local education agency, a developmental corporation, or nonprofit involved in disaster relief.
- A good starting point is to log on to the www.fema.gov/grants



Endorsement (no conflict)

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Topic #2 – Parts of a grant

- Grant requirements (differ by source widely)
 - Aim/goals/project abstract
 - Narrative or Project overview
 - Team qualifications
 - Program logic model*
 - Work plan
 - Evaluation plan
 - Obstacles/Challenges and <u>your solutions</u>
 - Budget*
 - Budget justification/narrative*
 - Appendices
 - Data collection tools
 - Letters of support
 - Indirect agreements
 - Biosketches



Poll #2

- For which of the following topics would you like additional indepth discussion?
 - Aim/goals/project abstract
 - Narrative or Project overview
 - Team qualifications
 - Program logic model*
 - Work plan
 - Evaluation plan
 - Obstacles/Challenges and <u>your solutions</u>
 - Budget*
 - Budget justification/narrative*
 - Appendices
 - Other: _____

Questions on parts of a grant?



Topic #3 – Program logic models

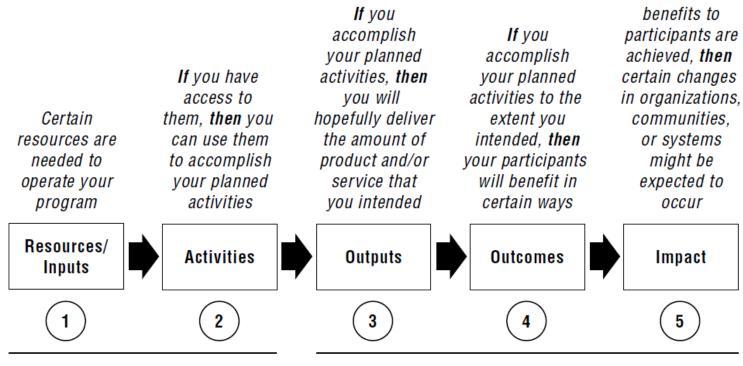
- Sometimes required, sometimes just useful
- Organize activities within aims/goals
- Supports collaboration and ongoing work



Using Program Logic Models

- Shifts focus from outputs to outcomes (outputs are just not enough)
- Helps you organize (and explain) the theory of change for your project
- Helps you (and your team) visualize the project and stick to the plan
- Moves the conversation from concepts to measurable activities and outcomes

Logic model



Your Planned Work

Your Intended Results

If these

Figure 2. How to Read a Logic Model.

Full Logic Model Development Guide Kellogg Foundation - https://www.aacu.org/node/5682

Program Logic Model:_

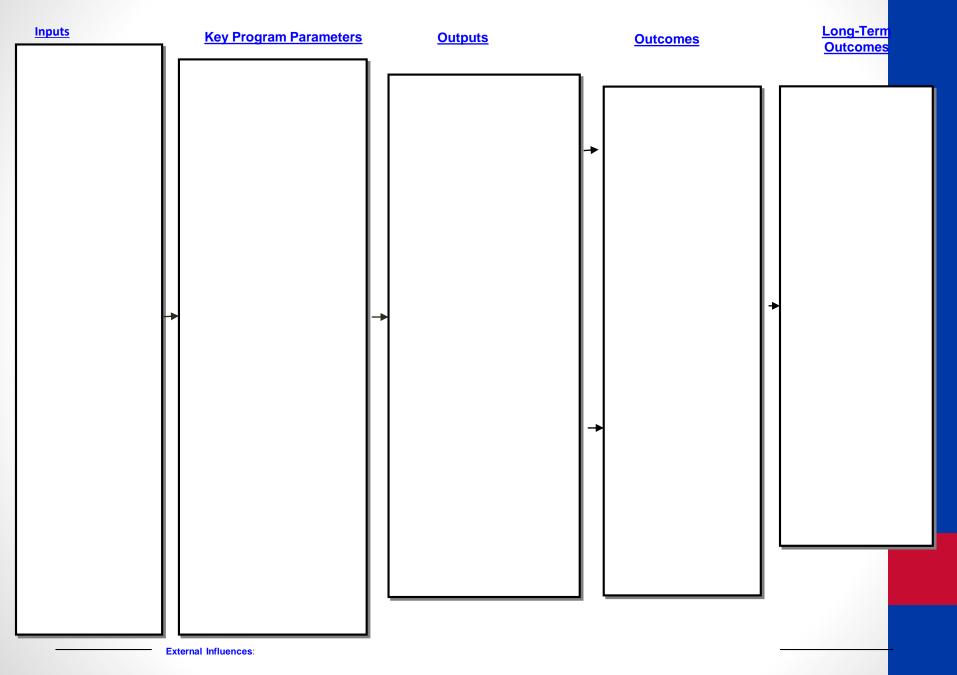
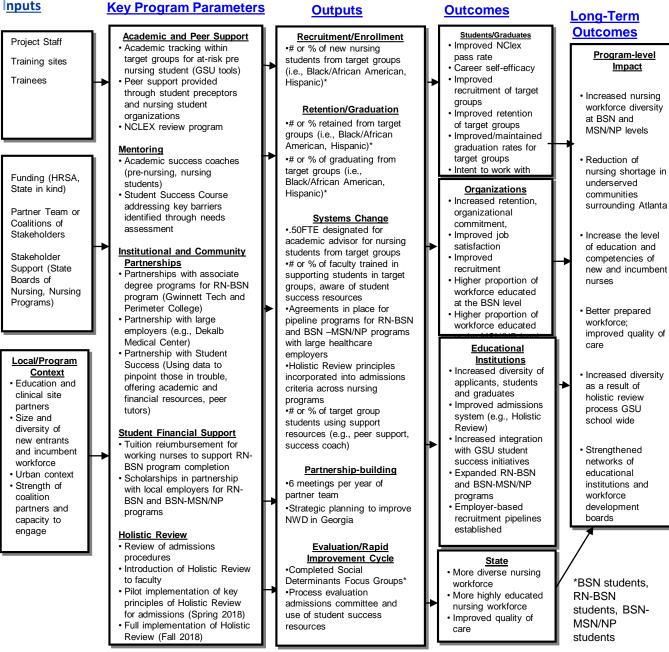


Figure 2: Program Logic Model - Building Resources for Delivering Person-Centered Care in Georgia Nursing Homes

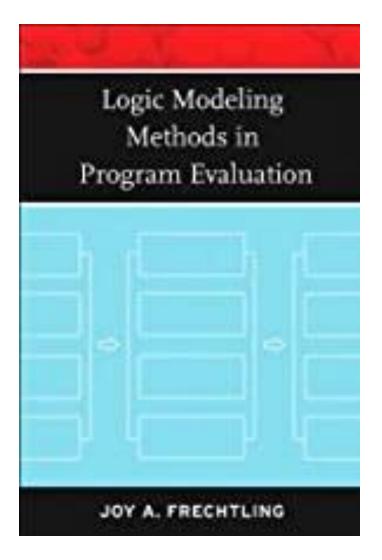
<u>Inputs</u>	Key Program Parameters			<u>Outputs</u>		<u>Outcomes</u>		Long-Term Outcomes
Project Staff		Selected Program Parameters		Participants				Outcomes
Training sites Trainees	→	Information gathered from focus group needs assessment for culture change and training needs for nursing home (NH) staff and residents and informal		 # of trainees or % of completers # DCW or auxiliary worker trainees 		Participating Trainees • Culture change		Program-level Impact
Funding (civil monetary penalties) Partner Teams or Coalitions of Stakeholders (CCNG, GHCA, GSU, LTC ombudsman, surveyors, CNAs, administrators, nursing leadership, residents, families) Stakeholder Support (Alzheimer's Assocation- Georgia, Alliant Quality – QIO, LeadingAge, GARD)		 care partners Statewide survey of NHs to assess culture change awareness/facilitators and barriers to person-centered care Continuing education modules provided to direct care workers and auxiliary workers in NHs Continuing education modules provided to management staff in NHs Continuing education modules provided to residents and informal care partners in NHs In-person awareness/training at GHCA events, and other related conferences/events Scholarships for NH staff to attend events with educational offerings on culture-change and person-centered care related content Program Context Variables Education and training site partners Size and diversity of workforce Rural/Urban context Availability of internet across geographical area Strength of coalition partners and capacity to engage Case mix # and % of residents with dementia Prior training – culture change and person-centered dementia care 	*	 worker trainees # management or supervisory trainees # of resident/family training participants # of NHs using modules Training programs • Total # of modules produced # of presentations, exhibitions and events to raise awareness # of scholarship participants to complete conference-based training Facilitator materials Participant handouts and resources Activities, Exams, Competence assessments State-Level % of NHs using modules % change in # of NHs engaged in culture change # or % of stakeholder groups engaged in the coalition/planning body # or % employers engaged recruitment, retention and or training efforts to support culture change	•	awareness Improved knowledge (e.g., culture change, person- centered care, dementia) Career self-efficacy Improved retention Improved retention Career growth potential at employer <u>Organizations</u> Improved ability to meet person- centered care regulations Improved resident quality of life Improved team work and communication Increased competencies <u>State</u> Higher workforce capacity for team care/ person- centered care Higher % of NHs working on culture change to support person-centered care	*	 Improved quality of life for residents Increased quality of QAPI plans; increased engagement of residents and informal care partners Improvements to key Nursing Home Quality metrics Increase the level of education and competencies of DCWs, auxiliary staff, management, residents and families Better prepared workforce; better equipped care teams within LTC Improved quality of care of Georgia nursing home residents

Figure 1: Program Logic Model – Panther Partnership for Nursing Workforce Diversity



External Influences: Participant characteristics, policy, program and community resource environments

Endorsement (no conflict)



Questions on logic models?



Topic #3 - Budgets

- Depends greatly on the funder
 - Rules are different by funder
 - Categories need to align with internal organization categories where possible
- Follow rules as laid out in grant request for proposal or application
- Make sure you understand categories (e.g. supplies vs. equipment purchases)
- Personnel/Fringe formulas what is allowable on the grant



Be specific!

- Even if you don't know exactly, it is better to guess in great detail than to be vague
- Make sure you double check your budget justification vs. allowable items (again funder specific rules; some things are to be covered by indirect/overhead costs rather than direct costs)
- Make sure the reader has a good idea what everyone is actually doing on the grant (good for you later too if you are funded)

Know the conventions

- Different grant giving agencies have different conventions about roles and how much of an individual's salary should or should not be covered by the grant
- In general, private foundations want higher proportions of PI time
- In general, federal sources (NIH and subsidiary Institutes) assume that PIs are faculty or funded roles that don't need to be entirely bought out
- Make sure you show cost share if it is required for the grant (don't if it is not!)

Know your organization

- Indirect rates are negotiated between institutions and federal agencies
- Private foundations have set indirect rates (much lower than federal agencies)
- The way money is apportioned within your institution is important to somebody; make sure you know the implications for the grant itself
- Some things (like tuition) are not part of the indirect calculation; be sure to know the rules
- Most universities and other non-profit organizations have rules about how much time can be "bought out" by grants; make sure you have worked out the workload
- Negotiations for staff prior to finalizing budget

The budget and budget justification are important!

- Use the budget and budget justification to strengthen your proposal
- Make sure what you say here doesn't contradict the narrative
- Add details here to work/task assignment for personnel as appropriate especially if it wasn't addressed in the narrative
- Make sure it is clear that you have a very specific idea of what your expenses/needs will be (most likely revisions can be made later)

Questions on budgets?



Poll #3

- Would you attend more webinars on this topic?
 - Yes
 - No
 - Don't know



Poll #4 (last one!)

- In what format do you feel additional instruction/support would be most useful to you?
 - A series of webinars on most of the parts of a grant
 - A series of workshops where you could get feedback on your own or your team's grant writing
 - Both! I would like to spend a lot more time on this topic
 - Neither! I have other ideas or have plenty of info to get started

Questions/ Comments

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