

## *Customized Grant Seeking*

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Our experience working with a variety of nonprofit entities and units of state and local government has convinced us that customized approaches best serve our clients. The Docking Institute tailors its grants facilitation services to the unique needs of every client.

The Institute can utilize the resources/expertise at Fort Hays State University and its policy fellows to provide research-based documentation or specific program strategies required by many (especially federal) funders.

### *The Docking Institute Offers:*

- Survey Research
- Program Evaluation
- Focus Group Moderation
- Grants Facilitation
- Strategic Planning
- Policy Analysis
- Training Services
- Expert Research
- Consultation

## *Mission*

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The primary purpose of Fort Hays State University's Docking Institute of Public Affairs is to facilitate effective public policy decision-making.

The Institute's six primary programs are:

- Public policy and public opinion research for governmental and nonprofit entities
- Strategic planning and consulting
- Grants facilitation
- Economic and community development consulting
- Public administration training programs
- Public affairs programming through conferences, speakers, forums, television and radio programming, newspaper columns and scholarly publications

## *Cost of Services*

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A custom proposal and cost estimate is available upon request at no charge.

## *Contact Us*

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For more information, contact:

Director, The Docking Institute of Public Affairs

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Website: [www.fhsu.edu/docking](http://www.fhsu.edu/docking)

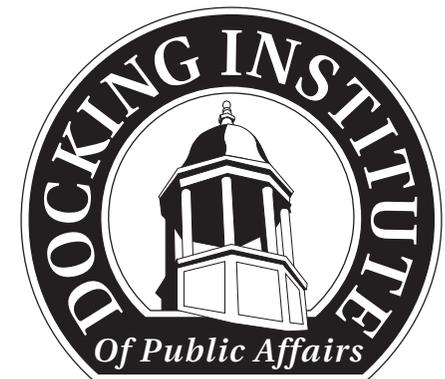
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**FORT HAYS STATE  
UNIVERSITY**

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# *Grants Facilitation*



Fort Hays State University

## *Benefits of Successful Grant Writing*

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The Docking Institute provides nonprofit and government entities with the means to access needed external resources to meet organization goals through strategic grant writing. Federal, state, foundation and corporate grants can assist organizations to:

- Implement strategic plans
- Cover operating expenses
- Obtain “seed money” for new programs
- Purchase needed equipment
- Build capacity or infrastructure
- Pay for “bricks and mortar” projects
- Fund staff development or training
- Provide community outreach

Successful grant writing is based on strategic planning and technical writing. The Docking Institute can assist your organization in developing a customized strategy for proposal submission based on the needs of the organization and available funding sources.

## *Grants Facilitation Services*

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The Docking Institute has the capacity to provide comprehensive support for your organization in researching, developing and submitting grant proposals. Organizations may select from **any** or **all** of the following grant seeking services:

- Needs assessment
- Strategic planning
- Funding research
- Contact funder
- Expert research from Docking Institute Policy Fellows/FHSU for grant proposal documentation
- Project planning development
- Budget planning/indirect cost setting (if needed)
- Evaluation plan
- Grant proposal narrative development
- Preparation of required grant forms for agency signatures and mailing

## *Grant Proposal Narrative Development*

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The Docking Institute can assist organizations by developing the proposal narrative (the “heart” of the *grant writing* process), which typically includes:

- *Abstract or Executive Summary*
- *Need for the Funding*
- *Description of the Plan*
- *Goals/objectives*
- *Management plan/timelines for implementation*
- *Adequacy of resources*
- *Evaluation*
- *Dissemination*
- *Sustainability*
- *References/bibliography*
- *Table of Contents and Appendices*

Organizations may also select from **any** or **all** of the following *grant management* services:

- Report writing
- Budget set up
- Fiscal reports
- Evaluation
- Communications strategy consultation (“getting the word out”)

*The Docking Institute provides nonprofit and governmental organizations with a powerful tool in obtaining much needed external funding.*