

Grant Writing for Homeless Programs April 23, 2009

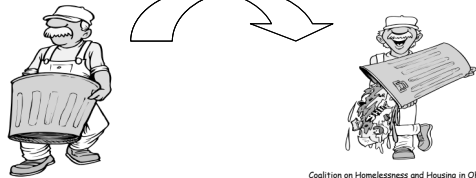
Jonda Clemings, MEd, LSW



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Data Collection - Garbage In & Garbage Out

The ability of your grant application to address the needs of homeless persons depends largely on the quality of the data you provide.



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American Fact Finder



<http://factfinder.census.gov/home/saff/main.html?lang=en>



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Population, Housing Units, Area & Density by County

http://factfinder.census.gov/servlet/GCTTable?_bm=y&-geo_id=04000US39&-_box_head_nbr=GCT-PH1&-ds_name=DEC_2000_SF1_U&-format=ST-2

<http://www.odod.state.oh.us/research/files/s0.htm>



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Total Population

[http://factfinder.census.gov/servlet/D
TGeoSearchByListServlet?ds_name=DE
C_2000_SF1_U&state=dt&mt_name=D
EC_2000_SF1_U_P001&lang=en&ts=
205873491363](http://factfinder.census.gov/servlet/D
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C_2000_SF1_U&state=dt&mt_name=D
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[http://www.odod.state.oh.us/research/
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2006 Population Estimates

[http://factfinder.census.gov/servlet/D
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P_2006_EST&lang=en&ts=20587669
6340](http://factfinder.census.gov/servlet/D
TGeoSearchByListServlet?ds_name=PE
P_2006_EST&lang=en&ts=20587669
6340)



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Gateway to Census 2000

United States
**Census
2000**

[http://factfinder.census.gov/home
/saff/main.html?_lang=en](http://factfinder.census.gov/home
/saff/main.html?_lang=en)



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State & County QuickFacts

<http://quickfacts.census.gov/qfd/>

State & County
QuickFacts



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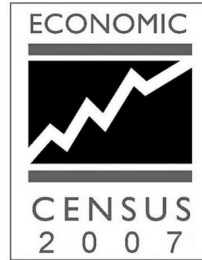
2008 Population Estimates

- http://factfinder.census.gov/servlet/DTGeoSearchByListServlet?ds_name=PEP_2008_EST&lang=en&ts=258129110643



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Economic Census



http://factfinder.census.gov/servlet/DataSetMainPageServlet?_program=ECN&_submenuId=datasets_2&_lang=en&_ts=



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Poverty



<http://www.census.gov/hhes/www/poverty/poverty.html>



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ODOD - Data



<http://development.ohio.gov/cdd/ohcp/Data.htm>



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ODOD - CHIP Documents



<http://development.ohio.gov/cdd/ohcp/CHISTools.htm>



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ODOD - Research

<http://development.ohio.gov/research/>



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ODOD - Ohio County Profiles



<http://development.ohio.gov/research/files/s0.htm>



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Non-Profit Literature

<http://cnl.foundationcenter.org/>



FOUNDATION CENTER
Knowledge to build on.



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Joint Center for Housing Studies



<http://www.jchs.harvard.edu/research/index.html>



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Center on Budget and Policy Priorities



<http://www.cbpp.org/>



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National Low Income Housing Coalition - Out of Reach

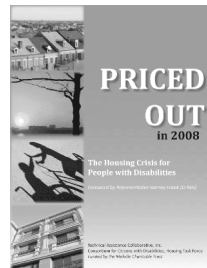


<http://www.nlihc.org/template/index.cfm>



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Priced Out in 2008



<http://www.tacinc.org/pubs/pricedout/2008.html>



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Narrative Writing - A to Z



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Arguments

- Making an argument - expressing a point of view on a subject and supporting it with evidence.
 - Premises
 - Conclusions
 - Inference

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Audience

- Keep your audience in mind while you write. Imagine you are writing a letter to your grandma to tell her about your first date.
 - What details and stories do you include?
 - What details do you leave out?

** Now imagine you are writing to your best friend - how would it look different?

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Brainstorming

- Creativity technique designed to generate a large number of ideas for the solution of a problem.
 - Freewrite
 - Listing/bulleting
 - Cubing
 - 3 perspectives
 - Big 6

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Conclusion

- Provides a bridge to your reviewers to help them make the transition back to their daily life - help them see why your project matters.



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Editing & Proofreading

- Get some distance from it
- Try starting from back of document and working forward
- Check content, clarity & structure
- Try to keep editing & proofreading separate
- Proofread for only one kind of error at a time



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Editing & Proofreading

- Read slow, and read every word
- Separate text into individual sentences
- Circle every punctuation mark
- Learning experience
- If you are not sure, look it up



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Evidence



- Information that is used to determine or demonstrate the truth of your assertion.



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Fallacies

- Beware arguments that are weak:
 - Hasty generalizations
 - Missing the point
 - *Post hoc*
 - Slippery slope
 - Weak analogy



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Fragments & Run-ons

- Complete sentences
 - Subject (actor in the sentence)
 - Predicate (verb or action), and
 - Complete thought (it can stand alone)
- Fragments - lack subject and/or verb
- Run-ons - two complete sentences fused



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Getting Feedback



- Ask for feedback at all stages:
 - Before beginning - strategies of approach
 - Outline - organizing ideas
 - Draft - style; clear; interesting
 - When finished - transition of ideas; grammar



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Grabber

- Intriguing example
- Provocative quotation
- Puzzling scenario
- Vivid and perhaps unexpected anecdote
- Thought-provoking question



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Introductions

- First impression
- Road map for rest of grant
- Ideally, it will make your reviewers want to read your grant
- Pay special attention to 1st sentence

**** sometimes best to write last**



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Outline

- Focuses your thoughts
 - Is there coherence
 - Is there repetition
 - Is there an overall logic and transition of thoughts
 - Is there an answer to the question



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Paragraph

- Unified - single main idea
- Clear - refer to central idea
- Coherent - logically arranged
- Well-developed - adequately explained and supported



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Passive Voice

- Make the object of an action into the subject of a sentence
 - Why was the road crossed by the chicken?



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Procrastination

- Fear
- Perfection
- Don't like your own writing
- Too busy
- It works



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Reading to Write

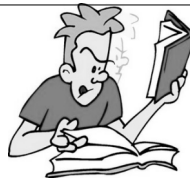
- Read information on best practices
- Read and review statistics, research
 - take notes while you read



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Revising

- Look at it fresh
 - Reconsider your arguments
 - Review your evidence
 - Refine your purpose
 - Reorganize your presentation
 - Revive stale writing



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Revising Tips

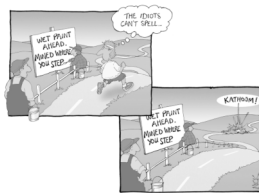
- Work from hardcopy
- Read it out loud
- Ask lots of questions
- Use forceful verbs
- Cut out prepositional phrases
- Check for sentence variety



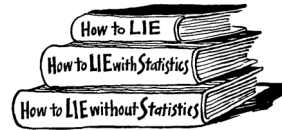
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Spelling & Grammar & Punctuation - Oh My

- Don't rely totally on Microsoft Word
- Read it out loud
- Refer to writing websites or books



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Statistics

- Powerful pieces of evidence
- Utilize reliable sources
- Interpret data correctly
- Present data in context
- Don't confuse correlation with causation



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Style

- The way you put together a sentence or group of sentences
 - Say what you mean
 - Say it in the appropriate tone
 - Use active voice
 - Avoid wordiness
 - Isolate one issue at a time



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Summary

- Should provide background, set the state, or illustrate supporting evidence
- Write more analytically
- Clear topic sentence
- Keep it brief



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Track Changes & Comments

- Allows you to draft, revise and edit
- Review changes - accept or reject
- Comments
- Reviewing Pane



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Transitions

- Establish logical connections between sentences, paragraphs or sections
- Tells readers what to do with the information you presented



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Transitional Expressions

- In the same way
- For instance
- Accordingly
- In spite of
- First, 2nd, 3rd
- Indeed
- Consequently
- In brief
- Just as
- Nevertheless
- Earlier
- Above...below
- To conclude
- In a word
- Similarly
- To illustrate



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Word Choice

- Clarity
- Eliminate wordiness
- Avoid clichés
- Avoid awkward, vague, and unclear words
- Be careful with thesaurus
- Look for repetition



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Jonda Clemings, MEd, LSW
Rural Housing Program Coordinator
COHHIO

175 S. Third St. - Suite 250
Columbus, Ohio 43215
614-280-1984 (P)
614-395-5907 (C)
jondaclemings@cohhio.org



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