

Grant Readiness Checklist

As low as 7% of organizations receive funding after successfully submitting a grant proposal.



At Transform Consulting Group, we are passionate about working with organizations to diversify and increase funding through pursuing a variety of strategies - such as grants. We created this grant readiness checklist to ensure you are ready to successfully apply for your grants.

Organizational Leadership:

- Are your organization's leaders engaged and on the same page?
- Do you have a Board of Directors who is actively meeting and contributing their time and talent to the organization?

Mission, Vision and Goals:

- Do you have a clear mission, vision, and goals for the future?

Accounting Practices and Systems:

- Do you have financial policies and procedures in place to ensure proper accounting of funds?

Operating Budget:

- Do you have a clear organizational budget that outlines your operating expenses and supports why you need additional funds?

Strategic Plan:

- Do you have a plan for the next 3-5 years?
- How does this service or grant program that you are seeking funding for support your plan?

History of Effectiveness:

- Do you have a track record of accomplishing your goals and doing what you say you will do?

Organizational Capacity:

- Do you have sufficient capacity (staff, infrastructure, and resources) to manage the program or services if you receive the grant funding?

