



Grant Writing Services

Service	What it entails	You may need this service if...
Proposal Writing (i.e. foundation grant proposals, government grant proposals, corporate grant applications) Fee: Starting at \$1500 + HST	<ul style="list-style-type: none"> • Thorough review of the RFP requirements and your consultation information. • Review of previous proposals, if any. • Information-gathering via telephone, email or face-to-face. • Research as needed. • Preparation of draft and final proposal. 	<input type="checkbox"/> You lack good writing skills. <input type="checkbox"/> You're not sure what to say or how to say it. <input type="checkbox"/> You have difficulty putting your knowledge into words. <input type="checkbox"/> You don't have the time or personnel available to write.
Requests for Proposals (RFP) Review and Analysis Fee: Starting at \$350 + HST	<ul style="list-style-type: none"> • Thorough review of the RFP. • Initial and follow-up discussions. • Documentation of findings if desired. 	<input type="checkbox"/> You're uncertain whether to bid. <input type="checkbox"/> You're not sure your program/project aligns with the goals/objectives of the granting source. <input type="checkbox"/> You don't understand the RFP requirements.
Preparation of Proposal Outline Fee: Starting at \$550 + HST	<ul style="list-style-type: none"> • Thorough review of the RFP. • Development of an outline of your response to the RFP. • Review/discussion of outline sections if desired. 	<input type="checkbox"/> You're not sure how to organize your proposal. <input type="checkbox"/> You're not sure what information is required in your response. <input type="checkbox"/> The RFP is particularly complex. <input type="checkbox"/> You don't have the time or personnel available to prepare an outline.
Service	What it entails	You may need this service if...
Review of Prepared Grant Proposal Application Fee: Starting at \$200 + HST	<ul style="list-style-type: none"> • Thorough review of the RFP and its requirements. • Thorough review of your proposal. • Documentation and discussion of findings. 	<input type="checkbox"/> You want to ensure that you've complied with all RFP requirements. <input type="checkbox"/> You want to ensure that your proposal is well-written and responsive. <input type="checkbox"/> You want a fresh and objective review of your proposal. <input type="checkbox"/> You don't have the time or personnel available to thoroughly review your proposal.



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<p>Completion of Partially Completed Grants</p> <p>Fee: Starting at \$800 + HST</p>	<ul style="list-style-type: none"> • Thorough review of the RFP and its requirements. • Thorough review of your proposal. • Documentation and discussion of findings. 	<p><input type="checkbox"/> You want to ensure that you've complied with all RFP requirements.</p> <p><input type="checkbox"/> You want to ensure that your proposal is well-written and responsive.</p> <p><input type="checkbox"/> You want a fresh and objective review of your proposal.</p> <p><input type="checkbox"/> You don't have the time or personnel available to thoroughly review your proposal.</p>
<p>Proposal Editing</p> <p>Fee: Starting at \$400 + HST</p>	<ul style="list-style-type: none"> • Correcting grammar, paragraph/sentence structure, and typos. • Improving the flow of your document. • Improving the formatting and presentation of your written material. 	<p><input type="checkbox"/> Your writing needs improvement.</p> <p><input type="checkbox"/> You need help organizing what you've written.</p> <p><input type="checkbox"/> Your proposal needs a more professional tone and appearance.</p> <p><input type="checkbox"/> You don't have the time or personnel available for editing.</p>
Service	What it entails	You may need this service if...
<p>Preparation of Corporate Letters of Request</p> <p>Fee: Starting at \$150 + HST</p>	<ul style="list-style-type: none"> • In-depth research and list compilation of corporate giving sources. • Information-gathering via telephone, email or face-to-face discussions. • Preparation of draft and final letters. 	<p><input type="checkbox"/> You are seeking a donation or gift-in-kind towards your program/project.</p> <p><input type="checkbox"/> You're not sure what to include in the letter.</p> <p><input type="checkbox"/> You don't have the time or personnel available to draft the document.</p>
<p>Letters of Inquiry (LOI's)</p> <p>Fee: Starting at \$200 + HST</p>	<ul style="list-style-type: none"> • Thorough grant funding search, if necessary. • Thorough review of your proposal. • Information-gathering via telephone, email or face-to-face discussions. • Preparation of draft and final letters. 	<p><input type="checkbox"/> You are not familiar with writing a letter of inquiry.</p> <p><input type="checkbox"/> You are not sure what information to include in the letter.</p>
<p>Funding Source Searches</p> <p>Fee: Starting at \$650 + HST</p>	<ul style="list-style-type: none"> • In-depth research of corporate, government & foundation sources. • Identifying matching grant makers. • Preparation of a list of matching funding 	<p><input type="checkbox"/> You want to know if your program/project is fundable.</p> <p><input type="checkbox"/> You do not know where and how to access funding opportunities.</p>



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Program/Project Design & Development Fee: Starting at \$700 + HST	sources. <ul style="list-style-type: none"> • Thorough review of the RFP and your program/project outline. • Information-gathering. • Program/Project planning and design sessions. • Development of program work plan. Documentation of program components and activities. 	<input type="checkbox"/> You want to know what funding opportunities are available. <input type="checkbox"/> You need to develop or modify a program in response to an RFP. <input type="checkbox"/> You need assistance in activity planning and scheduling.