What is a Grant Proposal?

A grant proposal is a written application submitted to a sponsor in request of money, property, services or other things of value to support the operations, special projects, or other activities of an organization for a specific period of time. When preparing a grant proposal, consult the published guidelines by the sponsor for instructions on how to prepare the application.

There are various types of proposal submissions:

- **Letter of Intent (LOI)** - A letter of intent is a formal statement of the intention to apply for a grant. A letter of intent is highly encouraged but is not always required or binding. The information that it contains allows the sponsor to estimate the potential workload.

- **Letter of Inquiry (LOI)** - A brief letter outlining an organization's activities and its request for funding that is sent to a prospective sponsor in order to determine whether it would be appropriate to submit a full grant proposal.

- **New Grant Proposal** - An application that is submitted for funding for the first time.

- **Preliminary Proposal/Pre-Application** - A statement of purpose that provides an overview of the scope of work. It is used to determine the applicant's eligibility and how well the project can compete with other potential submissions. Sponsors will request this to eliminate proposals for which there is little or no chance for funding.

- **A Continuation Proposal** - A request for support for the next budget period of a funding cycle already approved by the sponsor.

- **A Renewal Proposal** - A request for assistance to extend a project for one or more additional budget periods that is set to expire.

- **A Resubmission Proposal** - An application that has been previously submitted, but was not funded, and is being resubmitted for new consideration.