

OKCNP Guymon Grantwriting Seminar – Agenda
Farm Credit of Western Oklahoma
April 15, 2026

Part 1 (1.5 hours): Grant Readiness and Identification

- What funders look for: fit, credibility, capacity, outcomes, and sustainability
- Readiness checklist: programs, outcomes, budgets, documentation, and internal roles
- Clarifying your “grant story” (need, approach, impact, differentiation)
- Finding opportunities: prospecting methods and alignment screening

Break (10 minutes)

Part 2 (1.5 hours): Grant Application Process and Relationship Building

- The grant cycle and how to plan for deadlines
- Components of common applications (narrative, budget, attachments, outcomes)
- Strong narratives: problem statement, approach, evaluation, and sustainability
- Relationship-building: outreach, calls, cultivation, and stewardship practices

Lunch Break (30 minutes)

Part 3 (1.5 hours): Reporting Requirements and Types of Grants

- Common reporting expectations: narrative, financial, outcomes, and documentation
- Compliance basics: allowable/unallowable costs, timelines, and recordkeeping
- Types of grants and how they differ:
 - Program vs. operating support
 - Restricted vs. unrestricted
 - Government vs. foundation vs. corporate
 - One-time vs. multi-year

Break (10 minutes)

Part 4 (1.5 hours): Grant Tools (Including AI Tools, Search Tools, and Workflow Supports)

- Grant prospect research tools and search strategies
- Basic grant workflow tools: calendars, trackers, templates, and collaboration systems
- AI tools for grants: appropriate uses, quality control, and risk management
- Practical demonstrations and “how-to” use cases for drafting, editing, and organizing grant work