



Advice for Current LFPP/FMPP Applicants from Past Applicants

Make sure the grant fits what you want to do, rather than the other way around.

Have a solid work plan based on your project goals that provides a roadmap for all activities and your budget

Be practical in your project. Make sure you can do it. It needs to pass the technical review which will look at capacity.

Define project well with right support for drafting & executing proposal. Submit well before deadline to avoid issues.

Think carefully about the outcomes and what you choose to measure - 3 years of reporting is a long time- so don't overcomplicate

Look at the evaluation criteria and respond directly to it

Identify and secure the skillsets you will need to complete the project before you apply

Be sure you have all of your items together and everything is squared away before you apply.

Be clear and realistic in your proposal.

Be clear in your objectives; Don't over complicate things.

Make your proposal manageable.

Start much earlier!

Allow yourself plenty of time to apply

Double check the deadline

Get started before the RFA is released

Plan ahead! These grants take a lot of time to pull together!

Send out letters of support requests as early as possible!

Do you budget early and review the budget format details

Track your fiscal information very, very closely.

The reimbursement rules vary from grant to grant. Watch for what is and isn't allowed before writing the program part.



Consolidate your work

Do your best but don't bank on it.

Follow the instructions

Advice for Administering an LFPP/FMPP Grant from Previous Grantees

Record keeping - track your data so you can report results

Stick to the plan and TRACK your progress and impacts monthly

Write up accomplishments as they happen

Do not under estimate the time it takes to manage the grant reporting/documentation.

Very time intensive for managing the grant. Hire a book keeper, if need be.

Stay organized

Be realistic with your benchmarks, timeline, and goals.

Budget time for administration

Have a fund to do payouts because you will not get reimbursed for 6 weeks or more.

If you are going to do credit card payments with customers, be sure to add 3% onto your costs. Finance charges are high.

Ask your USDA support staff lots of questions. They are super helpful

Ask USDA AMS staff for help; they're great

Getting through the final logistics after being approved takes time but they are overall an "approve and hands-off" funder