



Consulting Services

GRANT WRITING

- Crafting professional **grant proposals**.
- Implementing customized research and **funding source identification**.
- Reviewing and **analyzing grant announcements**.
- **Critiquing** draft grant proposals.
- **Revising unsuccessful grant proposals** written by others.
- **Mentoring** grant writers.
- Submitting proposals via **Grants.Gov** and **FEMA Application Suite**.
- Researching and summarizing **census data** and project benefit information.
- Implementing **special projects** of your choosing.

Successful Grant Snapshot

\$750,000 Asotin County Fire District #1, Clarkston, Fire & Life Safety Facility.
\$1,000,000 Douglas/Okanogan County Fire District #15, Brewster, Ambulance Facility.
\$353,000 Cowlitz County Fire District #1 portable radios & all new Fire Hose.

GRANT ADMINISTRATION

- Assisting with **contract development** between grantee and funding entity.
- Preparing grant **amendments**.
- **Troubleshooting** funded grants that have gone off-track.
- **Ensuring construction bidding, award** processes and certified payroll are implemented to the standards set by funding entity.
- Developing **civil rights, fair housing, ADA, and non-discrimination** policies for adoption by local government.
- Preparing monthly, quarterly, and yearly **reports** for funding entity.
- Implementing **special projects** of your choosing.

Successful Grant Administration

\$1,903,000 federal/state grants for Quincy Public Library and George Fire & Life Safety Facility. Both projects brought in on-time and on-budget.

COMMUNITY PLANNING

- Designing, implementing and tabulating **Income Surveys** required for grant applications
- Collaborating on **Strategic Plan** and **Capital Facilities plan development** and **meeting facilitation**
- Conducting **needs assessments**.

Successful Income Survey

Implementation – for Three Rivers Hospital District, Douglas-Okanogan Fire District #15 and City of Pateros.

SEPA/NEPA ENVIRONMENTAL REVIEWS

- Creating **National Environmental Policy Act (NEPA)** and **State Environmental Policy Act (SEPA)** documents and checklists and **Section 106** Cultural and Historical documents.

GRANT WRITING WORKSHOPS

- **Invited seminars** for Associations, Organizations and Governmental Entities.
- **Public workshops** on various aspects of grant writing.

Michelle S. Mazzola, Resource Solutions LLC

PO Box 2229, Leavenworth, WA 98826

Phone: 509/669-4442 Email: Michelle@ResourceSolutionsNow.com

Website: [www: ResourceSolutionsNow.com](http://www.ResourceSolutionsNow.com)