

# Michelle S. Mazzola

Resource Solutions LLC



Creating Your Path to Success

## 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.
- Implementing **special projects** of your choosing.

#### Successful Grants

**\$750,000** for Fire Station, Asotin County Fire District #1, Clarkston.

**\$1,000,000** for Ambulance Facility, Douglas/ Okanogan County Fire District #15, Brewster.

**\$422,105** for Pumper/Tender, Lewis County Fire District #3, Mossyrock.

**\$603,238** for SCBA, Spokane County Fire District #10 (Airway Heights)

### GRANT ADMINISTRATION

- Assisting with **contract development** between applicant and funder.
- 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** in 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**
- Partnering in conducting **Needs Assessments & Risk Assessments**.

#### Successful Income Surveys

- 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Act (NEPA)** and **State Environmental Policy Act (SEPA)** documents and checklists and **Section 106** Cultural and Historical documents, as required by grant funding entities.

### GRANT WRITING WORKSHOPS

- **Invited seminars** for Associations, Organizations and Governmental Entities.

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