



## **Grant Writer**

Location: Local or Remote

Time Duration: Long Term

### **Job Description**

**Job Summary:** Compile, write, and edit all grant applications exhibiting strong expository writing skills and a high-level command of grammar and spelling.

#### List of key responsibilities

- Gather information that will easily allow the comprehension of a project or program concept, for which funding is sought
- Research grant-making organizations and analyze them to identify likely funding sources for specific projects and programs
- Review the budget of a project or program for which funding is sought and make recommendations
- Acquire and maintain sound knowledge and understanding of the organization, to better comprehend all projects and programs for which grants will be sought and to recommend the seeking of grants

**ERACE**

All colors with love and respect. Join us!

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