

Grant Application Writer - Complete Automation Breakdown

Phase 1: Grant Discovery & Tracking

Automation 1: Grant Opportunity Scanner

- **Triggers:** Weekly scan of grant databases (Grants.gov, Foundation Directory, state/local portals)
 - **Filters by:**
 - Keywords: "foster care," "youth transition," "seniors," "African American," "nonprofit capacity"
 - Location: Georgia-based or national
 - Amount range: \$5K - \$100K
 - Eligibility: 501(c)(3), new/emerging orgs
 - **Output:** Sends you digest of 5-10 qualified opportunities with links and deadlines
 - **Tool:** n8n workflow hitting grant APIs + web scraping
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Automation 2: Eligibility Pre-Screener

- **Input:** Grant URL or RFP document
 - **AI Review:** Checks requirements against your org profile
 - Geographic restrictions
 - Program alignment
 - Budget requirements
 - Previous grantee patterns
 - **Output:** "Green/Yellow/Red" score + reasoning
 - **Tool:** Claude/GPT-4 + document parser
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Automation 3: Auto-Add to Grant Tracker

- **Trigger:** When opportunity passes eligibility check
- **Action:** Creates new row in tracker with:
 - Grant name, funder, amount, deadline
 - Required documents list
 - Status: "Prospecting"
 - Auto-calculated "prep start date" (30 days before deadline)
- **Sends:** Slack/email notification with deadline countdown

- **Tool:** n8n + Airtable/Google Sheets
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Phase 2: Document Preparation

Automation 4: Document Vault Manager

- **Maintains:** Version-controlled repository of reusable documents
 - 501(c)(3) letter
 - Board roster with bios
 - Budget templates (program-specific)
 - Financial statements
 - Impact metrics dashboard
 - Program narratives (Youth/Senior/Both versions)
 - **Auto-updates:** When new data comes in (monthly metrics, financials)
 - **Smart Retrieval:** AI matches grant requirements to correct document versions
 - **Tool:** Google Drive + n8n + metadata tagging
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Automation 5: Narrative Library with AI Customization

- **Core Library:** Pre-written sections for common questions
 - Organizational history
 - Mission statement (3 versions: short/medium/long)
 - Program descriptions (Youth Transition, Senior Care)
 - Trauma-informed approach
 - Dignity-centered model
 - DEI statement
 - Evaluation methods
 - **AI Customization:** Takes base narrative + grant priorities → customizes tone, emphasis, length
 - **Example:** Foundation focused on "racial equity" → AI emphasizes African American youth statistics and systemic barriers
 - **Tool:** Claude API + template database
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Phase 3: Application Drafting

Automation 6: Grant Proposal Generator (The Big One)

Step 1: Intake

- You paste grant guidelines or upload RFP PDF
- AI extracts: questions, word limits, required attachments, scoring criteria

Step 2: Content Mapping

- AI matches each question to relevant vault documents
- Pulls: correct program narrative, budget template, impact metrics

Step 3: First Draft Generation

- AI writes responses using:
 - Your narrative library
 - Current impact data
 - Funder's priorities (scraped from their website)
 - Word count compliance
- Generates: complete proposal in Google Doc

Step 4: Funder Alignment Check

- AI reviews funder's previous grants (if public)
- Adjusts language to match their terminology
- Highlights mission overlap

Step 5: Compliance Review

- Checks: all questions answered, attachments listed, word counts met
- Flags: missing information, weak sections

Output: 80% complete draft ready for your review and personalization

Tool: n8n orchestrating Claude/GPT-4 + document assembly

Automation 7: Budget Auto-Generator

- **Input:** Grant amount requested
- **Logic:**
 - Pulls your master budget template
 - Allocates funds by program area (Youth/Senior)
 - Adds standard overhead (10-15%)
 - Matches funder restrictions (some cap admin costs)

- **Output:** Excel budget with narrative justification
 - **Tool:** n8n + spreadsheet formulas + AI narrative generator
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Phase 4: Review & Refinement

Automation 8: AI Proposal Critic

- **Runs:** Before final submission
 - **Checks:**
 - Clarity and persuasiveness scoring
 - Jargon detection
 - Passive voice flags
 - Repetition identification
 - Emotional appeal balance (not too clinical, not too emotional)
 - **Suggests:** Specific improvements with rewrites
 - **Tool:** Claude with custom evaluation rubric
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Automation 9: Peer Grant Analyzer

- **Input:** Funder name
 - **Scrapes:** Their previous awarded grants (990s, press releases)
 - **Analyzes:** Common themes, language patterns, funding amounts
 - **Output:** "Winning strategy brief" for that funder
 - **Tool:** n8n + web scraping + AI analysis
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Phase 5: Submission & Tracking

Automation 10: Submission Checklist Generator

- **Creates:** Final pre-flight checklist
 - All questions answered ✓
 - Attachments included ✓
 - Budget totals match ✓
 - Signatures obtained ✓
 - Portal account created ✓
- **Sends:** Reminder 48 hours before deadline

Automation 11: Auto-Submit (Where Possible)

- **For:** Online portal submissions
 - **Does:**
 - Pre-fills common fields (EIN, address, contact info)
 - Uploads documents to correct sections
 - Saves draft for your final review
 - **Note:** You'd still click final "Submit" button
 - **Tool:** Browser automation (Puppeteer) + n8n
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Automation 12: Post-Submission Tracker

- **Logs:** Submission confirmation number, date, contact person
 - **Updates:** Grant tracker status to "Submitted"
 - **Schedules:**
 - Follow-up reminder (2 weeks post-deadline)
 - Decision date reminder
 - Report due date (if awarded)
 - **Sends:** Weekly digest of pending decisions
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Phase 6: Award Management

Automation 13: Award Notification Handler

- **Monitors:** Your email for award notifications
 - **Triggers:** When grant awarded
 - **Actions:**
 - Updates tracker to "Awarded"
 - Creates reporting calendar with all required dates
 - Sends celebration message to team
 - Adds funder to donor CRM with "Foundation" tag
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Automation 14: Grant Report Auto-Drafter

- **Trigger:** 30 days before report due

- **Pulls:**
 - Original proposal promises
 - Current program metrics
 - Financial spend-down report
 - Impact stories from that period
- **Generates:** Draft report matching funder's template
- **Tool:** Claude + data aggregation from your CRM/database