

## **Non-Profit Grant Writing-Storyboard (Beta) for Review**

**Target Audience:** Any community member that is interested in compiling a successful grant for their local non-profit organization.

### **Learning Objectives:**

1. Identify common needs of non-profit organizations.
2. Identify specific details and data to include in the grant.
3. Arrange the steps needed to write a successful grant.

**Seat Time:** 20 minutes

### **Outline:**

- Welcome
- Navigation
- Learner Intro Slide
- Learning Objectives
- What Is a Grant?
- Create A Plan
- Knowledge Check
- Prepare Your Grant
- Almost Ready for Review
- Review & Get A Fresh Perspective
- Knowledge Check
- Assessment
- Summary
- Congratulations

### **[Global Comments]**

Title: How to Create a Successful Grant for your local Non-Profit Organization

Color Palette:  Hex codes in color order: 1F5C5C, F59C81, and B2DCD6, then colors repeat.

Player: Modern Font: Articulate

Custom rectangle border on all slides unless otherwise specified.

There is a custom title/directions bar on each slide unless otherwise specified. All directions are bold. Directions are in the title bar unless specified.

1 Avatar: Thomas (volunteer-male, business casual appearance)

Aspect Ratio/Slide dimensions are 4:3 for this module.

**Module Resources/References:** Example of a local grantor form.

<https://www.ucemc.com/images/documents/UCEMC-Cares-APPLICATION-FOR-ORGANIZATION-AGENCY.pdf>

Note: For edits or comments, use the comment tab to make notes for the instructional designer to view. This module will consist of 24 slides. Please return the storyboard with comments to the Instructional Designer within **two weeks** of receipt. This will allow the Instructional Designer to make suggested edits/revisions to the storyboard and keep to the Alpha review deadline.

### Table of Contents

Welcome Slide 1.1.....	3	Knowledge Check 1.11.....	17
Navigation Slide 1.2.....	4	Prepare Your Grant 1.12.....	19
Learner Intro Slide 1.3.....	5	Almost There! 1.13.....	22
Learning Objectives 1.4.....	5	Review 1.14.....	22
What is a Grant? 1.5.....	6	Knowledge Check 1.15.....	23
Identify a Need 1.6.....	7	Graded Assessment 1.16-1.22.....	24
Is There a Need? 1.7.....	9	Summary 1.23.....	30
What Type of Need? 1.8.....	9	Congratulations! 1.24.....	33
Is This Need Grant Worthy? 1.9.....	12		
Create a Plan 1.10.....	13		

Slide 1.1/Menu Title: Welcome			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The title of the course is displayed at the top of slide with an intro animation.</p> <p>An image representing caring (hands or heart) or giving is in background with a custom shape centered in the background used throughout course. The image is set on a custom color from palette. White space around image. This image (unless other specified) will be used as a background throughout course.</p> <p>This slide has a Start and Navigation button for the learner timed with the audio. Both buttons are rectangle shape and semi-transparent to match course color palette.</p>	<p>[Slide Title] <b>Welcome</b></p> <p>Title: “How to Write a Successful Grant for Your Local Non-Profit Organization” is displayed at the top centered with semi-transparent shape to match course color palette.</p> <p>Start button Navigation button</p>	<p>[Narrator] Welcome to the “How to Write a Successful Grant for Your Non-Profit Organization” eLearning course. In this course, you will learn how to conduct appropriate research, identify a need for a non-profit organization, and put all the necessary information together to compile a successful grant.</p> <p>If you are familiar with the course navigation player, click the start button to begin. If you would like some guidance with navigating the course, click the navigation button.</p> <p>When you're ready, let's get started.</p>	<p>The Start and Navigation buttons have animations that are timed with audio.</p> <p>The Next button is hidden on this slide.</p> <p>When the user clicks the Navigation button the slide moves to 1.2 Navigation slide.</p> <p>When the user clicks the Start button, the slide advances to 1.3 the Learner intro slide.</p>

Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom Title bar on this slide. The title bar is composed of a bar left aligned with slide title inside of shape. Under the title bar are directions in a rectangle that is length of slide. (Custom title bar uses color palette of course and is</p>	<p>[Slide Title] <b>Navigation</b></p> <p>[Directions] Click on each marker to learn how to navigate through the course.</p>	<p>[Narrator] Please take a moment to review the course player so you can comfortably navigate through the course.</p> <p>If you know your way around, you may proceed to the next slide. If you'd like to</p>	<p>Caption bubbles/Callouts with text labels will fade in timed with their reference in the audio.</p> <p>Custom check mark icon (color palette used) will travel along</p>

<p>present on each slide unless specified).</p> <p>Background image:</p> <p>Same image as specified in 1.1 as background centered with same custom shape. White space around image. The background image is flipped so it the point of focus for learner.</p> <p>Each feature on course player has a callout/caption bubble pointing to appropriate feature.</p>	<p>[Captions] Next Previous Accessibility Volume Replay Seekbar Play/Pause Menu</p>	<p>go backward and forward in the course, click the previous or next buttons. Accessibility options are located here. To adjust the volume, click the volume icon. Click the replay button to see the entire slide again or adjust the seek bar at any time to review a portion of the slide. You can also pause the player, click the same button again to resume play. Revisit a slide by using the menu on the left. Finally click the resources tab to learn more about non-profit grant writing.</p> <p>Click the next button now to begin the course.</p>	<p>a motion path from off right of slide and move to applicable Player feature timed with audio reference. As the icon reaches the Player feature, the caption/callout shape with the applicable label text will fade in on the slide and remain in place.</p> <p>Next button will be disabled until the timeline is reached on the slide.</p>
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Slide 1.3/ Menu Title: Learner Intro Slide			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>No Title bar on this slide.</p> <p>Background image: Casual/informal setting</p> <p>This slide begins with the casual background image and Thomas, speaking aligned left. Thomas is gesturing to the center of slide.</p> <p>Caption bubble tracks Thomas' audio to the learner.</p>	<p>[Slide Title] <b>Learner Intro Slide</b></p> <p>[Thomas audio caption bubbles] Welcome to the course. My name is Thomas and I encourage you to get comfortable so we can learn</p> <p>how to write a successful grant for a non-profit organization</p>	<p>[Thomas] [1] Welcome to the course. My name is Thomas and I encourage you to get comfortable so we can learn</p> <p>[2] how to write a successful grant for a non-profit organization together. I will be learning along with you throughout this course.</p> <p>[3] Type your name here, then click the Submit button.</p>	<p>The captions will be timed with the VO audio.</p> <p>The slide begins with the background and Thomas speaking, on the left of slide gesturing to the center of slide.</p> <p>Thomas gestures for the learner to enter their name in the custom "learner name" text box.</p>

<p>A custom “learner name” variable in a rectangle centered on slide will appear timed with audio. (%learnername)</p> <p>The submit button is in the same color palette as name rectangle.</p>	<p>together. I will be learning along with you throughout this course.</p> <p>Type your name here, then click the Submit button.</p>		<p>The previous and next buttons are hidden on this slide.</p>
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Slide 1.4/ Menu Title: Learning Objectives			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Title Bar: Custom course title bar with slide title and directions below.</p> <p>Background image: A full screen image of a volunteer outlining on paper. The image is semi-transparent.</p> <p>The learning objectives are on the left side of slide with a semi-transparent rectangle as background. Transparency is light enough to see slide background image.</p> <p>Each learning objective has a custom target or bullseye icon in custom palette colors aligned to left side of each objective.</p>	<p>[Slide Title] <b>Learning Objectives</b></p> <p>[Directions] By the end of this course, you will be able to:</p> <p>[Narrator] Identify common needs of non-profit organizations.</p> <p>Identify specific details and data to include in your grant.</p> <p>Arrange the steps needed to write a successful grant.</p> <p>[Directions]</p>	<p>[Narrator] Before you and Thomas begin, take a moment to review the learning objectives for this course.</p> <p>By the end of this course, you will be able to:</p> <p>Identify common needs of non-profit organizations. Identify specific details and data to include in your grant. Arrange the steps needed to write a successful grant.</p> <p>Click the next button to learn more.</p>	<p>Each objective and bullseye/target icon are timed to float in from bottom of slide timed with VO audio.</p> <p>Next button is hidden until timeline ends on the slide.</p>

	Click the next button to learn more.		
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Slide 1.5 Menu Title: What Is a Grant?			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>At introduction of slide, only the slide title of title bar is present.</p> <p>Thomas is facing learner on the right of the screen, smiling.</p> <p>Slide directions bar appears timed with narrator audio.</p> <p>Thomas changes to thinking pose once his captions and VO begins.</p> <p>Thomas' caption bubble is in center of slide.</p> <p>Three buttons using custom color palette appear after avatar's caption bubbles.</p> <p>Buttons cover 2/3 or screen with avatar 1/3 on right of screen.</p> <ol style="list-style-type: none"> <li>1. Request button <ol style="list-style-type: none"> <li>a. Has an icon centered on button that is representative of a written request</li> </ol> </li> <li>2. Conditional button</li> </ol>	<p>[Slide Title] <b>What Is a Grant?</b></p> <p>Narrator: Before we continue, it will be helpful for you and Thomas to understand exactly "What is a Grant?" Click the next button once you are finished.</p> <p>Thomas caption: I'm sure I need this quick review. Let's take a moment to review together</p> <p>Insert reference %LearnerName at end of caption bubble two.</p> <p>Narrator: Review the descriptions below by clicking on each tab.</p> <p>Request button:</p>	<p>[Insert Script Text] [Narrator] Before we continue, it will be helpful for you and Thomas to understand exactly "What is a Grant?" Click the next button once you are finished.</p> <p>[Thomas caption] I'm sure I need this quick review. Let's take a moment to review together.</p> <p>[Narrator] Review the descriptions below by clicking on each tab.</p> <p>A grant is a request that a grantor joins the nonprofit as a partner...</p> <p>A grant is usually conditional based upon certain qualifications by grantee or grantor.</p> <p>A grant is a bounty, contribution gift, subsidy bestowed by an organization.</p>	<p>Slide title bar and Thomas avatar facing learner, smiling is on slide from beginning.</p> <p>Thomas' caption bubbles are timed with VO to appear and fade out at end of VO.</p> <p>Three buttons float in from bottom Name of each and icon representation centered on each button. Request button Conditional Button Contribution Button</p> <p>Each button has hover and visited state.</p> <p>Narrator VO begins and text appears after learner clicks button.</p> <p>Next button is disabled until timeline is reached (and all in visited states) on three buttons.</p>

<p>a. Has an icon centered on button that is representative of an agreement reached in a meeting</p> <p>3. Contribution button</p> <p>a. Has an icon centered on button that is representative of monetary or gift contribution</p>	<p>A grant is a request that a grantor joins the nonprofit as a partner...</p> <p>Conditional button: A grant is usually conditional based upon certain qualifications by grantee or grantor.</p> <p>Contribution button: A grant is a bounty, contribution gift, subsidy bestowed by an organization.</p>		
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Slide 1.6/ Menu Title: Identify Needs			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Title Bar, border, Thomas and custom shape background are present when slide begins.</p> <p>Thomas avatar is left of screen facing learner, conversing.</p> <p>Thomas' caption bubbles are centered on screen and are 1<sup>st</sup> to appear on screen.</p> <p>Directions bar appears after Thomas' captions complete and disappear.</p>	<p>[Slide Title] <b>Identify Needs</b></p> <p>[Thomas caption] I'm glad we are learning how to write a successful grant together %learnername.</p> <p>I'm often confused in uncovering a need and understanding if the need is grant worthy. Let's learn more.</p>	<p>[Insert Script Text] [Thomas] I'm glad we are learning how to write a successful grant together %learnername.</p> <p>I'm often confused in uncovering a need and understanding if the need is grant worthy. Let's learn more.</p> <p>[Narrator-Directions] Click on each button below to assist you in identifying needs for your non-profit organization.</p>	<p>Thomas' captions appear timed with VO. Each is timed to disappear timed with VO.</p> <p>Directions bar appears once Thomas' captions disappear.</p> <p>The three custom buttons float in together centered on slide repeating a similar custom shape as background.</p> <p>This is the home slide for a branching scenario to three slides. When the learner clicks</p>

<p>Three custom buttons appear from bottom of screen with narrator VO.</p> <p>Buttons:  Is there a need?  What type of need?  Is this need grant worthy?</p>	<p>[Directions]  Click on each button below to assist you in identifying needs for your non-profit organization.</p>		<p>the relevant custom button, the learner will jump to the corresponding slide.</p> <p>Is there a need? Button-Jumps to 1.7.  What type of need? Button-Jumps to 1.8  Is the need grant worthy? Button-Jumps to 1.9</p> <p>The next button in the player will be disabled on this slide. The next button will be normal once all three custom shapes are visited. The 3 custom shapes are restricted until Narrator VO ends. The learner can then click on custom shapes in any order. Once the learner has viewed the 3 slides, the next button will be set to normal.</p> <p>The next button will jump to 1.10.</p>
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Slide 1.7/ Menu Title: Is There a Need?		Objective: [1]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:



<p>Two custom shape tabs appear beside one another, centered on the slide. Each with a different palette color.</p> <p>Who do I ask? -Tab Are there any unmet needs? -Tab</p> <p>When the tabs are clicked, appropriate text appears with a custom shaped border that is same color palette as corresponding tab.</p> <p>Most of the slide is blank below the tabs and to the left and right. This leaves space for the content on layers.</p>	<p>[Slide Title] <b>Is There a Need?</b></p> <p>[Narrator] Click on each button below. Click next when you are finished.</p> <p>[Left Tab Title] Who do I ask?</p> <p>[Right Tab Title] Are there any unmet needs?</p> <p>[Directions/Narrator] Click on each button below. Click next when you are finished.</p>	<p>[Narrator] Click on each button below. Click next when you are finished.</p>	<p>The tabs are present at the beginning of slide timeline. The tabs are centered on the slide approximately 50 pixels below the title/directions bar.</p> <p>The learner can click the tabs in either order, but when they select each one, the other one is disabled until the audio completes on the one they selected.</p> <p>Next button is disabled until just before timeline ends.</p> <p>Next button returns learner to slide 1.6 (home slide).</p>
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Slide 1.7a/ Menu Title:			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The larger custom border matches the custom “Who do I ask?” Tab.</p> <p>All slide text related information on this slide appears within the custom border with a corresponding custom shape background.</p>	<p>[Slide Title] <b>Is There a Need?</b></p> <p>Tab: Who do I ask? [Text inside a custom border and background coordinating with tab color]</p>	<p>[Narrator] Partner with your non-profit organization and ask them.</p>	<p>This layer corresponds with the “Who do I ask?” tab/button.</p> <p>Large custom shape border and background are centered below the two tabs and appear</p>

The base layer is visible on this layer, so it appears that this layer is part of the base layer.	Partner with your non-profit organization and ask them.		in a swivel animation when the tab is selected.
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Slide 1.7b/ Menu Title:			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The larger custom border matches the custom “Are there any unmet needs?” Tab.</p> <p>All slide text related information on this slide appears within the custom border with a corresponding custom shape background.</p> <p>The base layer is visible on this layer, so it appears that this layer is part of the base layer.</p>	<p>[Slide Title] <b>Are there any unmet needs?</b></p> <p>Tab: Are there any unmet needs? [Text inside a custom border and background coordinating with tab color] Find out if there are needs that have not been met within their organization.</p> <p>Often, there is a need that has not been fulfilled.</p>	<p>[Narrator] Find out if there are needs that have not been met within their organization.</p> <p>Often, there is a need that has not been fulfilled.</p>	<p>This layer corresponds with the “Are there any unmet needs?” tab/button.</p> <p>Large custom shape border and background are centered below the two tabs and appear in a swivel animation when the tab is selected.</p>

Slide 1.8/ Menu Title: What Type of Need Is Identified?			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Two custom shape tabs appear beside one another, centered on the slide. Each with a different palette color.	<p>[Slide Title] <b>What Type of Need Is Identified?</b></p>	<p>[Narrator] Click each button below. Click Next when you are finished. <b>{No repeat narration on slides 1.8 and 1.9}</b></p>	<p>The tabs are present at the beginning of slide timeline. The tabs are centered on the slide approximately 50 pixels below the title/directions bar.</p>

<p>Uncover the need-Tab Basic necessities-Tab</p> <p>When the tabs are clicked, appropriate text appears with a custom shaped border that is same color palette as corresponding tab.</p> <p>Most of the slide is blank below the tabs and to the left and right. This leaves space for the content on layers.</p>	<p>[Left Tab Title] Uncover the need</p> <p>[Right Tab Title] Basic Necessities</p> <p>[Directions] Click on each button below. Click next when you are finished.</p>		<p>The learner can click the tabs in either order, but when they select each one, the other one is disabled until the audio completes on the current tab.</p> <p>Next button is disabled until just before timeline ends.</p> <p>Next button returns learner to slide 1.6 (home slide).</p>
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Slide 1.8a/ Menu Title:			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Same visual design as 1.7a ,1.8a, and 1.9a.</p>	<p>[Slide Title] <b>Uncover the Need</b></p> <p>Same tab and layer design as 1.7a, 1.8a, and 1.9a.</p> <p>Tab: Uncover the Need</p> <p>[Text] You can ask your non-profit organization for specific needs.</p> <p>Some needs that could be uncovered are</p>	<p>[Narrator] You can ask your non-profit organization for specific needs.</p> <p>Some needs that could be uncovered are maintenance needs, new equipment for the office, kitchen or living quarters.</p>	<p>Same as 1.7a, 1.8a, and 1.9a.</p>

	maintenance needs, new equipment for the office, kitchen or living quarters.		
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Slide 1.8b/ Menu Title:			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual design as 1.7b, 1.8b, and 1.9b.	[Slide Title] <b>Basic Necessities</b>	[Insert Script Text]	Same as 1.7b, 1.8b, and 1.9b.

Slide 1.9/ Menu Title: Is the Need Grant Worthy?			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Two custom shape tabs appear beside one another, centered on the slide. Each with a different palette color.</p> <p>Worthy of a grant-Tab Examples-Tab</p> <p>When the tabs are clicked, appropriate text appears with a custom shaped border that is same color palette as corresponding tab.</p> <p>Most of the slide is blank below the tabs and to the left and right. This leaves space for the content on layers.</p>	<p>[Slide Title] Is This Need Grant Worthy?</p> <p>[Left Tab Title] Worthy of a grant</p> <p>[Right Tab Title] Examples</p> <p>[Directions] Click on each button below. Click next when you are finished.</p>	<p>[Insert Script Text] Click each button below. Click Next when you are finished. <b>{No repeat narration on slides 1.8 and 1.9}</b></p>	<p>The tabs are present at the beginning of slide timeline. The tabs are centered on the slide approximately 50 pixels below the title/directions bar.</p> <p>The learner can click the tabs in either order, but when they select each one, the other one is disabled until the audio completes on the one they selected.</p> <p>Next button is disabled until just before timeline ends.</p> <p>Next button returns learner to slide 1.6 (home slide).</p>

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Slide 1.9a/ Menu Title:			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual design as 1.7a, 1.8a, and 1.9a	[Slide Title] <b>Worthy of a Grant</b> layer  There are times that a need may arise for the non-profit organization, but it's not necessarily a grant worthy request.	[Narrator] There are times that a need may arise for the non-profit organization, but it's not necessarily a grant worthy request.	Same as 1.7a, 1.8a, and 1.9a

Slide 1.9b/ Menu Title:			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual design as 1.7b, 1.8b, and 1.9b.	[Slide Title] <b>Examples</b>  Examples of grant worthy needs would include staffing shortages and volunteer assistance.	[Narrator] Examples of grant worthy needs would include staffing shortages and volunteer assistance.	Same as 1.7b, 1.8b, and 1.9b.

Slide 1.10/ Menu Title: Create a Plan			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Over half the slide is taken up by an accordion interaction.  Each of the four tabs displaying the tab titles takes up about 1/3-1/4 of the accordion space and are	[Slide Title] <b>Create a Plan</b>  [Cover Box] Create a plan for your grant with these 4 steps.	[Narrator] It is vital to spend time doing research about your non-profit organization of choice. It is equally important to research the company or business that you plan to request a grant. Plan to	Timeline begins with closed accordion.  Video, centered in white space to the right of accordion tabs

<p>vertical. This leaves the remainder of the space for content to show within the accordion frame. Closed accordion on start of slide.</p> <p>A video will play that represents a planning meeting or brainstorming with another person.</p> <p>A cover box will cover remainder of slide timed in the slide.</p> <p>When the learner clicks on each tab, it will glide across the screen to the right, and display the information for that tab.</p> <p>Each tab has a different palette color. The layer or open section should have white background with text in custom text box as Start and Navigation on Welcome Slide. Each layer will have an icon that is representative of the tab.</p>		<p>gather important information that will support your request. Be prepared to do your own research gathering data about the exact need that the grant will be written.</p> <p>Create a plan for your grant with these 4 steps.</p> <p>Click on each tab to learn more.</p>	<p>plays to represent planning or creating.</p> <p>A cover box with text appears and covers all space to the right of the accordion after the video fades.</p> <p>Video will fade when VO reaches "Create a plan...."</p> <p>The learner will be able to click on tabs, which will glide to the right (motion path) across the slide to reveal the layer.</p> <p>The Next button will be restricted until all 4 of the tabs have been viewed.</p> <p>When the learner clicks on the Next button, it will jump to Slide 1.11</p>
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Slide 1.10a/ Menu Title:			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom text box with same design as Navigation/Start button on Welcome slide is centered top half of slide.</p>	<p>[Slide Title] <b>Where do I start?</b> Tab [Text]</p>	<p>[Narrator] Check with the grantor to verify if there is a standardized form. If not, you will be compiling the info into a grant letter.</p>	<p>Learner can click on tab to open accordion and reveal layer, then close by clicking on the x icon.</p>

<p>Image/Icon consistent with tab content shown centered below custom text box.</p> <p>X icon coordinating with tab color will close the accordion.</p>	<p>Check with the grantor to verify if there is a standardized form. If not, you will be compiling the info into a grant letter.</p>		
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Slide 1.10b/ Menu Title:			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Same Visual Design as 1.10a, 1.10b, 1.10c, and 1.10d</p>	<p>[Slide Title] <b>Gather Details</b> Tab</p> <p>Partner with your non-profit to collect relevant information about the organization. Important information included:</p> <p>Size of the organization</p> <p>Who or what do they serve?</p> <p>What are their specific needs</p>	<p>[Narrator] Partner with your non-profit to collect relevant information about the organization. Important information included:</p> <p>Size of the organization</p> <p>Who or what do they serve?</p> <p>What are their specific needs</p>	<p>Learner can click on tab to open accordion and reveal layer, then close by clicking on the x icon.</p>

Slide 1.10c/ Menu Title:			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:

<p>Same Visual Design as 1.10a, 1.10b, 1.10c, and 1.10d</p>	<p>[Slide Title] <b>Who Benefits?</b> Tab</p> <p>[Text] Grantors appreciate knowing who or what the grant will benefit. Always include this in your grant proposal. It is also customary to include the number of beneficiaries.</p>	<p>[Narrator] Grantors appreciate knowing who or what the grant will benefit. Always include this in your grant proposal. It is also customary to include the number of beneficiaries.</p>	<p>Learner can click on tab to open accordion and reveal layer, then close by clicking on the x icon.</p>
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Slide 1.10d/ Menu Title:			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Same Visual Design as 1.10a, 1.10b, 1.10c, and 1.10d</p>	<p>[Slide Title] <b>Data, Data, Data</b> Tab</p> <p>[Text] Including data in your grant proposal strengthens your argument for the request. Specific data to include should be: Record the number of beneficiaries served or impacted.</p>	<p>[Narrator] Including data in your grant proposal strengthens your argument for the request. Specific data to include should be: Record the number of beneficiaries served or impacted.  State the exact financial need with an invoice or billing statement.  Provide a persuasive argument as to the economic and social benefits to the community.</p>	<p>Learner can click on tab to open accordion and reveal layer, then close by clicking on the x icon.</p>



	<p>State the exact financial need with an invoice or billing statement. Provide a persuasive argument as to the economic and social benefits to the community.</p>		
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Slide 1.11/ Menu Title: Knowledge Check			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Title bar only.</p> <p>The slide is white with a rectangle covering most of the slide. The rectangle is lightened in color and has the same color border previous slides.</p> <p>The statement text appears larger than answer choices.</p>	<p>[Slide Title] <b>Knowledge Check</b></p> <p>[Question] What are the three types of data that one should include in a grant proposal?</p> <p>[Answer choices]  <ol style="list-style-type: none"> <li>1. <b>The number of beneficiaries served</b></li> <li>2. <b>The financial need and when possible, include invoices or billing statement</b></li> <li>3. <b>How the community benefits financially or socially</b></li> <li>4. The number of times the grant has been submitted</li> </ol> </p>	<p>[Narrator] It's time to check your knowledge of what you have learned thus far.</p> <p>Click three choices to best answer this question.</p> <p>What are the three types of data that one should include in a grant proposal?</p>	<p>After KC has been answered, the learner clicks Submit to jump to the next slide.</p>

Slide 1.11a and 1.11b/ Menu Title:			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The base layer on each feedback layer is dimmed.</p> <p>Feedback layers: Incorrect Try Again Correct</p> <p>Feedback layer is left standard for KC.</p>	<p>[Slide Title] <b>Feedback</b></p> <p>[Try Again] Not quite right. The 3 types of data to include are the number of beneficiaries served, financial need, and how the community benefits financially or socially.</p> <p>Click the button below to try again.</p> <p>[Incorrect] That's incorrect. The 3 types of data to include are the number of beneficiaries served, financial need, and how the community benefits financially or socially.</p> <p>[Correct] That's right. The 3 types of data to include are the number of beneficiaries served, financial need, and how</p>	<p>[Narrator] [Try Again] Not quite right. The 3 types of data to include are the number of beneficiaries served, financial need, and how the community benefits financially or socially.</p> <p>Click the button below to try again.</p> <p>[Incorrect] That's incorrect. The 3 types of data to include are the number of beneficiaries served, financial need, and how the community benefits financially or socially.</p> <p>Click the continue button to learn more with Thomas.</p> <p>[Correct] That's right. The 3 types of data to include are the number of beneficiaries served, financial need, and how the community benefits financially or socially.</p> <p>Click the continue button to learn more.</p>	<p>The Try Again button gives the learner another attempt.</p> <p>The Continue button will take the learner to 1.12.</p> <p>Try again and Continue button are timed to appear at appropriate time with VO.</p>

	<p>the community benefits financially or socially.</p> <p>Click the continue button to learn more.</p> <p>[Buttons] Try Again Continue</p>		
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Slide 1.12/ Menu Title: Prepare Your Grant			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom title/directions bar is present when slide begins.</p> <p>Custom shape background is shaped to allow some screen white space on sides of shape. This is the same as slides 1.22 and 1.24.</p> <p>Thomas is present when the slide begins, facing the learner with hand gesturing toward learner. Then Thomas changes poses to smiling at completion of his caption.</p> <p>Thomas captions are centered top half of slide. The caption color is from custom palette and used for all captions in course.</p>	<p>[Slide Title] <b>Prepare Your Grant</b></p> <p>[Thomas caption] Now that we have identified the need and gathered the relevant data, it's time to start building and preparing our grant.</p> <p>[Directions] Click each tab to learn more.</p>	<p>[Thomas] Now that we have identified the need and gathered the relevant data, it's time to start building our grant.</p> <p>[Narrator] Click each button in order to learn how to build your grant.</p>	<p>Thomas avatar changes from facing learned gesturing to smiling at completion of his VO.</p> <p>Thomas avatar fades out in order for slide to accommodate the 3 buttons.</p> <p>The 3 buttons float in from bottom.</p> <p>Next button is disabled until all buttons have been visited.</p>

Three large buttons take up the majority of slide and appear after Thomas avatar and caption fade out. Color from palette. Each button has a large icon consistent with button topic and is 2/3 of button.			
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Slide 1.12a/ Menu Title:			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Image that represents draft/intro</p> <p>Text is centered on slide with image centered below text.</p> <p>X Icon with hotspot to exit layer.</p>	<p><b>Draft/Intro</b> button [Text] Begin composing your draft. Include the following:</p> <ul style="list-style-type: none"> <li>• Recipient contact information</li> <li>• Sender contact information</li> <li>• Greeting</li> </ul> <p>In smaller font add below image Note: if the grantor has a form, follow the guidelines on the form.</p>	<p>[Narrator] Begin composing your draft. Include the following: Recipient contact information Sender contact information Greeting Note: if the grantor has a form, follow the guidelines on the form.</p>	<p>Button will have a hover and visited state.</p> <p>Once clicked, a full slide layer appears with same custom shape as 1.12.</p> <p>Image spins and stops centered while text fades in above image.</p>

Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Image that represents draft/intro	<p><b>Body/Content</b> button [Text]</p>	<p>[Narrator] The body of the letter should include the information from your research:</p>	Button will have a hover and visited state.

<p>Text is centered on slide with image centered below text.</p> <p>X Icon with hotspot to exit layer.</p>	<p>The body of the letter should include the information from your research:</p> <p>Information gathered about the non-profit organization Specific needs to be requested Relevant data</p>	<p>Information gathered about the non-profit organization Specific needs to be requested Relevant data</p>	<p>Once clicked, a full slide layer appears with same custom shape as 1.12.</p> <p>The image spins and stops centered while text fades in above image.</p>
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Slide 1.12c/ Menu Title:			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Image that represents draft/intro</p> <p>Text is centered on slide with image centered below text.</p> <p>X Icon with hotspot to exit layer.</p>	<p><b>Conclusion</b> button [Text] The final step is to construct a conclusion (final paragraph in the body), closing and a signature.</p> <p>In the final paragraph, close with a persuasive, well supported argument. For the closure, use a closing such as sincerely Signature (signed and printed)</p>	<p>[Narrator] The final step is to construct a conclusion (final paragraph in the body), closing and a signature.</p> <p>In the final paragraph, close with a persuasive, well supported argument. For the closure, use a closing such as sincerely Signature (signed and printed)</p> <p>Now that you have reviewed all 3 sections of the grant letter, click the x button to continue.</p>	<p>Button will have a hover and visited state.</p> <p>Once clicked, a full slide layer appears with same custom shape as 1.12.</p> <p>The image spins and stops centered while text fades in above image.</p>

Slide 1.13/ Menu Title: Review			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Slide begins with image (two people reviewing material with a laptop).</p> <p>3 markers, placed strategically on slide image.</p>	<p>[Slide Title] <b>Review</b></p> <p>[Directions] Click on the markers to review. Click the next button when you are finished.</p> <p>[Text-below video] (1.) Proofreading your grant proposal for errors in grammar and missing data will ensure your proposal is approved. (2.) Review your grant proposal a second time and save your proposal. (3.) For the final check, have a friend review the proposal to get a fresh perspective.</p>	<p>[Narrator] [Directions] You're almost there. Click on the markers to review. Click the next button when you are finished.</p> <p>(Marker 1.) Proofreading your grant proposal for errors in grammar and missing data will ensure your proposal is approved. (Marker 2.) Review your grant proposal a second time and save your proposal. (Marker 3.) For the final check, have a friend review the proposal to get a fresh perspective.</p>	<p>Markers are timed to appear timed with VO and are pulsing. Learner can click markers in any order.</p> <p>When learner clicks markers, a video that corresponds with narration plays. VO for each video corresponds to: Marker 1,2,3.</p> <p>The Next button is disabled until all markers are visited and timeline ends on all markers.</p>
Slide 1.14/ Menu Title: Knowledge Check			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Title bar only.</p> <p>The slide is white with a rectangle covering most of the slide. The rectangle is light in color and has the same color border previous slides.</p>	<p>[Slide Title] <b>Knowledge Check</b></p> <p>[True/False Statement] The body of the proposal letter should include relevant information gathered from the non-</p>	<p>[Narrator] It's time for a knowledge check to assess what you have learned in this course.</p> <p>Is the following statement true or false?  The body of the proposal letter should include relevant information gathered</p>	<p>After KC has been answered, the learner clicks Submit to jump to the next slide.</p>

<p>The statement text appears larger than answer choices.</p>	<p>profit organization and data to support your argument for the grant.</p> <p>[Answer Choices] True False</p>	<p>from the non-profit organization and data to support your argument for the grant.</p> <p>Click the Submit button when you are finished.</p>	
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Slide [1.14a and 1.14b/ Menu Title:			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The base layer on each feedback layer is dimmed.</p> <p>Feedback layers: Incorrect Try Again Correct</p> <p>Feedback layer is left standard for KC.</p>	<p>[Slide Title] <b>Feedback</b></p> <p>[Correct] That's right. The body of the proposal letter should include relevant information gathered from the non-profit organization and data to support your argument for the grant.</p> <p>[Incorrect] Not quite right. The body of the proposal letter should include relevant information gathered from the non-profit organization and data to support your argument for the grant.</p>	<p>[Narrator] Correct layer: That's right. The body of the proposal letter should include relevant information gathered from the non-profit organization and data to support your argument for the grant.</p> <p>Click the Continue button if you are ready to move on in this course.</p> <p>Incorrect layer: Not quite right. The body of the proposal letter should include relevant information gathered from the non-profit organization and data to support your argument for the grant.</p> <p>Click the Continue button to move on in this course.</p>	<p>The Try Again button gives the learner another attempt.</p> <p>The Continue button will take the learner to 1.12.</p> <p>Try again and Continue button are timed to appear at appropriate time with VO.</p>

	Click the Continue button to move on in this course.		
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Slide 1.15/ Menu Title: Graded Assessment			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>No title/directions bar.</p> <p>The background image has the same visual design as 1.2 (Navigation) slide.</p> <p>Aligned left is a semi-transparent rectangle that is half of slide image. Custom color palette used.</p> <p>Semi-transparent rectangle will house graded quiz info, centered on rectangle</p> <p>A button with the same formatting as Start and Navigation buttons on Navigation slide will appear on bottom right of slide.</p>	<p>[Slide Title] <b>Graded Assessment</b></p> <p>It's time for your assessment. You'll answer 5 questions. You must earn 80% to pass. You can retake the quiz as many times as needed.</p> <p>[Rectangle Text] Graded Quiz is top centered of rectangle. Larger font than other text.</p> <p>Bottom 2/3 of rectangle: 5 Questions 80% to Pass</p> <p>[Directions-bottom of rectangle] Click the Take the Quiz button to begin.</p>	<p>[Insert Script Text]</p> <p>[Narrator] It's time for your assessment. You'll answer 5 questions. You must earn 80% to pass. You can retake the quiz as many times as needed.</p> <p>Click the Take the Quiz button when you are ready to begin.</p>	<p>The background and graded quiz info rectangle will be on slide when slide begins.</p> <p>Take the quiz button is timed with the VO.</p> <p>Next button is hidden.</p>



Slide 1.16/ Menu Title: Graded Question 1 [hidden from Menu]			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>The assessment slides have a border only. No custom background or Title bar.</p> <p>Directions are italicized and just before each assessment question.</p> <p>Each assessment slide has a white background, to not distract the learner.</p> <p>The question is top-centered text appears larger than the answer options, which are left aligned below the question.</p>	<p>[Slide Title] <b>Assessment</b></p> <p>[Directions] <i>Select the best answer choice for the following question.</i></p> <p>[Question] What can you do to identify a non-profit organization's needs?</p> <p>[Answer Choices] <b>Partner with your non-profit organization and ask them if there are any unmet needs.</b></p> <p>Choose a need and write the grant for that need.</p> <p>Ask your grantor if they have any funding to donate to the non-profit organization.</p> <p>Write a generic grant request.</p>	<p>[Narrator] No audio on final assessment.</p>	<p>Score by question with 1 attempt for each quiz question as the learner progresses through the quiz. The learner will be able to Retake the entire quiz at the end if they do not pass.</p> <p>Quiz results slide 1.23; graded quiz slide-multiple choice, drag and drop, and true/false.</p>

Slide 1.16a/ Menu Title:

Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Each layer will show either correct or incorrect answer for the quiz question.</p> <p>Default Correct and Incorrect layer: Correct color is default dark green Incorrect color is default dark red.</p>	<p>[Slide Title] <b>Review</b></p>	<p>No audio on final assessment.</p>	<p>Learner can click next to advance through the review feedback.</p>

Slide 1.17/ Menu Title: Graded Question 2 [hidden from Menu]			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p><b>Same visual layout for slides 1.17, 1.18, 1.19, and 1.20.</b></p>	<p>[Slide Title] <b>Assessment</b></p> <p>[Directions] <i>Is this statement true or false?</i></p> <p>[Question/Statement] The first step to find a need at your local non-profit organization would be to ask the non-profit organization if there are any unmet needs.</p> <p>[Answer Choices] <b>True</b> False</p>	<p>No audio on final assessment.</p>	<p><b>Same settings for Slides 1.17, 1.18, 1.19, and 1.20.</b></p>

Slide 1.17a/ Menu Title:			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual layout for Slides 1.17a, 1.18a, 1.19a, and 1.20a.	[Slide Title] <b>Review</b>	No audio on final assessment.	Same settings for Slides 1.17a, 1.18a, 1.19a, and 1.20a.

Slide 1.18/ Menu Title: Graded Question 3 [hidden from Menu]			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual layout for slides 1.17, 1.18, 1.19, and 1.20.	<p>[Slide Title] <b>Assessment</b></p> <p>[Directions] <i>Select all that apply.</i></p> <p>[Question] Relevant data that one should include in their grant proposal to strengthen one's argument for the grant request are:</p> <p>[Answer Choices] <b>Record the number of beneficiaries served or impacted.</b></p> <p><b>State the exact financial need with an invoice or billing statement.</b> <b>Provide an argument as to the economic and</b></p>	No audio on final assessment.	Same settings for Slides 1.17, 1.18, 1.19, and 1.20.

	<p><b>social benefits to the community.</b></p> <p>Include the number of times a grant has been requested.</p>		
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Slide 1.18a/ Menu Title:			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual layout for Slides 1.17a, 1.18a, 1.19a, and 1.20a.	[Slide Title] <b>Review</b>	No audio on final assessment.	Same slide settings for Slides 1.17a, 1.18a, 1.19a, and 1.20a.

Slide 1.19/ Menu Title: Graded Question 4 [hidden from Menu]			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual layout for slides 1.17, 1.18, 1.19, and 1.20.	<p>[Slide Title] <b>Assessment</b></p> <p>[Directions] <i>Is this statement true or false?</i></p> <p>[Question] It is not necessary to include data to support a need in the body of the grant letter.</p> <p>[Answer Choices]</p>	No audio on final assessment.	Same slide settings for Slides 1.17, 1.18, 1.19, and 1.20.

	True <b>False</b>		
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Slide 1.19a/ Menu Title:			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual layout for Slides 1.17a, 1.18a, 1.19a, and 1.20a.	[Slide Title] <b>Review</b>	No audio on final assessment.	Same slide settings for Slides 1.17a, 1.18a, 1.19a, and 1.20a.

Slide 1.20/ Menu Title: Graded Question 5 [hidden from Menu]			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual layout for slides 1.17, 1.18, 1.19, and 1.20.	[Slide Title] <b>Assessment</b>  [Directions] Drag and drop the following steps to complete a grant in the correct order.  [Answer choices] <b>(Listed in order)</b> List the steps to find a need at your non-profit organization.  Identify specific details and data to include in the grant.	No audio on final assessment.	Same settings for Slides 1.17, 1.18, 1.19, and 1.20.

	Arrange the steps needed to write a successful grant.		
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Slide 1.20a/ Menu Title:			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Same visual layout for Slides 1.17a, 1.18a, 1.19a, and 1.20a.	[Slide Title] <b>Review</b>	No audio on final assessment.	Same directions for Slides 1.17a, 1.18a, 1.19a, and 1.20a.

Slide 1.21/ Menu Title: Quiz Results [hidden from Menu]			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Border and custom shape background as used in 1.6.</p> <p>White space is shown around background.</p> <p>Quiz Results title aligned top, center.</p> <p>Your score box is centered just below the middle of slide. % score is in the center of box. Underneath score text "Passing Score" and is centered under %score.</p>	<p>[Slide Title] <b>Quiz Results</b></p> <p>Your Score: XX% Passing Score: YY%</p>	[Narration only on layers]	<p>Use a Result slide to show Success layer 1.22a when timeline starts if results are equal to or greater than the passing score.</p> <p>Show Failure layer 1.22b when timeline starts if results are less than passing score.</p> <p>Base layer will be visible from Success or Failure slide layers.</p> <p>Results variable reference shows the percent score only. Do not show the points variable reference.</p> <p>Built in graded quiz variable reference displays learner</p>

			score when XX appears on slide.  80% to pass shows where YY appears on slide.
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Slide 1.21a/ Menu Title: Quiz Results [hidden from Menu]			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Thomas appears with a happy gesture to the learner.</p> <p>Directions appear under Quiz Results title.</p> <p>[Buttons] Review Quiz Continue</p>	<p>Nice job, you passed!</p> <p>[Directions] Click the Review Quiz button to review your answers. Click the Continue button when you are finished.</p>	<p>[Thomas] Nice job, you passed! You can review your results by clicking on the review quiz button. If you are satisfied with your results and ready to move on, please click the continue button.</p>	<p>Review Quiz button: Shows correct/incorrect response when reviewing</p> <p>Continue button: Jumps to Slide 1.23</p>

Slide 1.21b/ Menu Title: Quiz Results [hidden from Menu]			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Thomas is looking at the learner and appears concerned/upset.</p> <p>Directions appear under Quiz Results Title.</p> <p>[Buttons] Review Quiz Retry Quiz</p>	<p>Sorry, you did not pass.</p> <p>[Directions] Click the Review button to review your answers. Click the Retake Quiz button to retake the quiz.</p>	<p>[Thomas] I'm sorry, but you did not pass. You can review your results by clicking on the review quiz button. When you are ready to try again, please click on the retake quiz button.</p>	<p>Retake quiz button: Resets results slide and jumps to Slide 1.17</p> <p>Review Quiz button: Shows correct/incorrect response when reviewing</p>

Slide 1.22/ Menu Title: Summary			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>This slide has the same design as the 1.2 (Navigation), and 1.16 (Graded Assessment) slide.</p> <p>Background image: Same image and shape with custom color background around image.</p> <p>Aligned left are the objectives set on a semi-transparent rectangle background using custom color palette. This background covers the left half of slide.</p> <p>Use the custom title/directions bar on this slide.</p>	<p>[Slide Title] <b>Summary</b></p> <p>[Summary/Objectives]</p> <p>[Directions] Now that you have successfully completed this course, you will be able to: Identify common needs of non-profit organizations. Identify specific details and data to include in your grant.</p> <p>Identify common needs of non-profit organizations. Identify specific details and data to include in your grant.</p> <p>Arrange the steps needed to write a successful grant.</p>	<p>[Insert Script Text] [Narrator] Now that you and Thomas have successfully completed this course, you will be able to:</p> <p>Identify common needs of non-profit organizations.</p> <p>Identify specific details and data to include in your grant.</p> <p>Arrange the steps needed to write a successful grant.</p> <p>Click the next button to continue.</p>	<p>Slide design, background image, and semi-transparent objectives background are present at the beginning of slide timeline.</p> <p>Each objective floats in from bottom that is timed with narrator VO.</p> <p>Next button is disabled until timeline reaches end.</p>

Slide 1.23/ Menu Title: Congratulations			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>This slide has a similar design as 1.6-Identify Needs.</p> <p>No title/directions bar.</p> <p>Background image:</p>	<p>[Slide Title] Congratulations!</p> <p>You have completed this course, [Name variable, %Learnername].</p>	<p>[Thomas] You have completed this course, [Name Variable].</p>	<p>Thomas avatar is on left of slide, smiling with a congratulatory gesture to the learner</p>



<p>Custom shape background centered on slide with white showing on slide.</p> <p>Thomas is facing the learner with a smile and congratulatory gesture. Name variable present on this slide.</p> <p>Exit course button is custom.</p>	<p>Now, you have the tools to write a successful grant for your local non-profit organization.</p> <p>[button]</p> <p>Exit Course</p>	<p>Now, you have the tools to write a successful grant for your local non-profit organization.</p>	<p>Custom Exit Course Button aligned bottom center.</p>
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