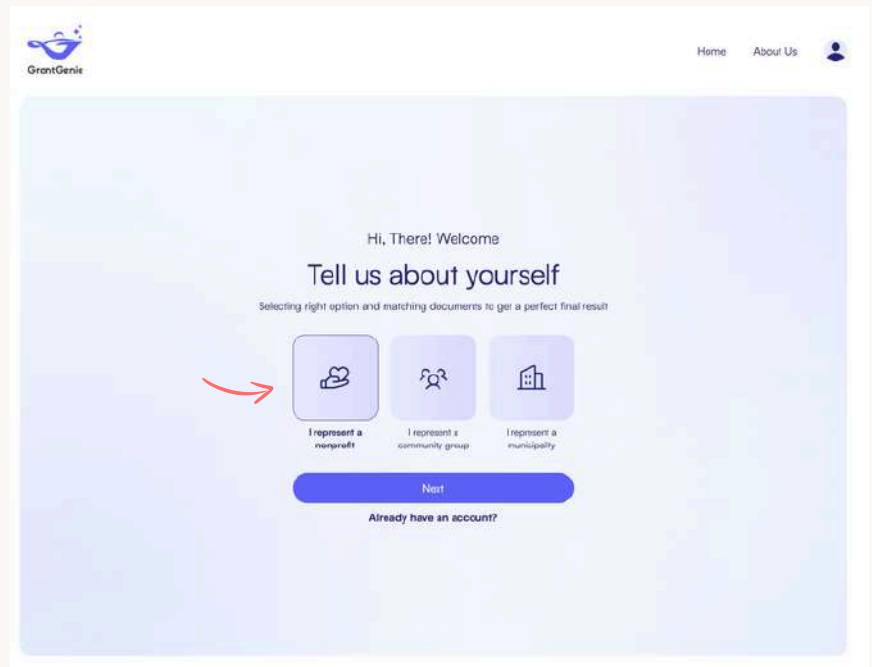# EJ Thriving Communities Grantmakers Program
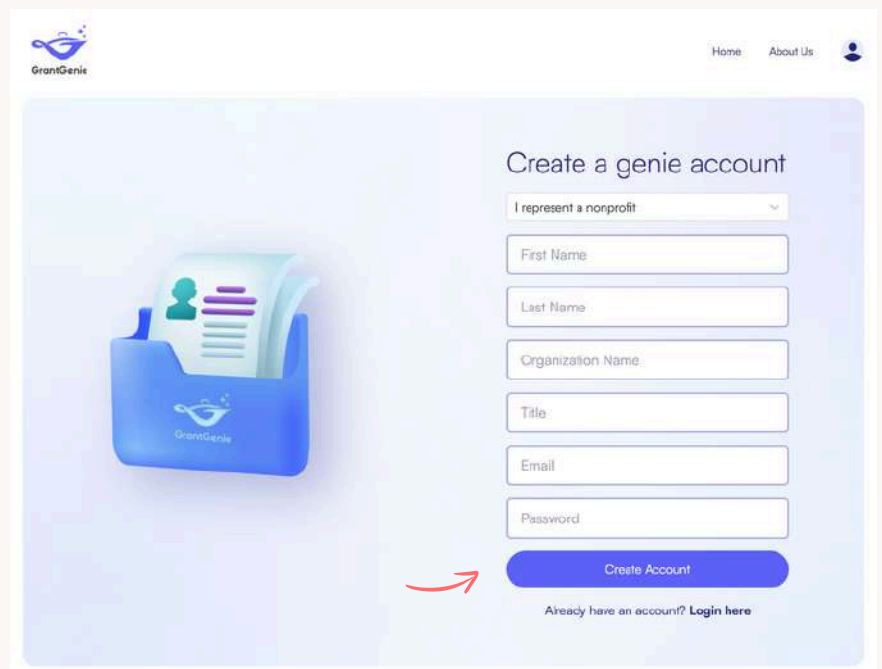## How to Create an Account

To use GrantGenie's tools, you must have an account. To create an account, navigate to https://app2.grantgenie.com.

Select your organization type and click "Next" to create an account.

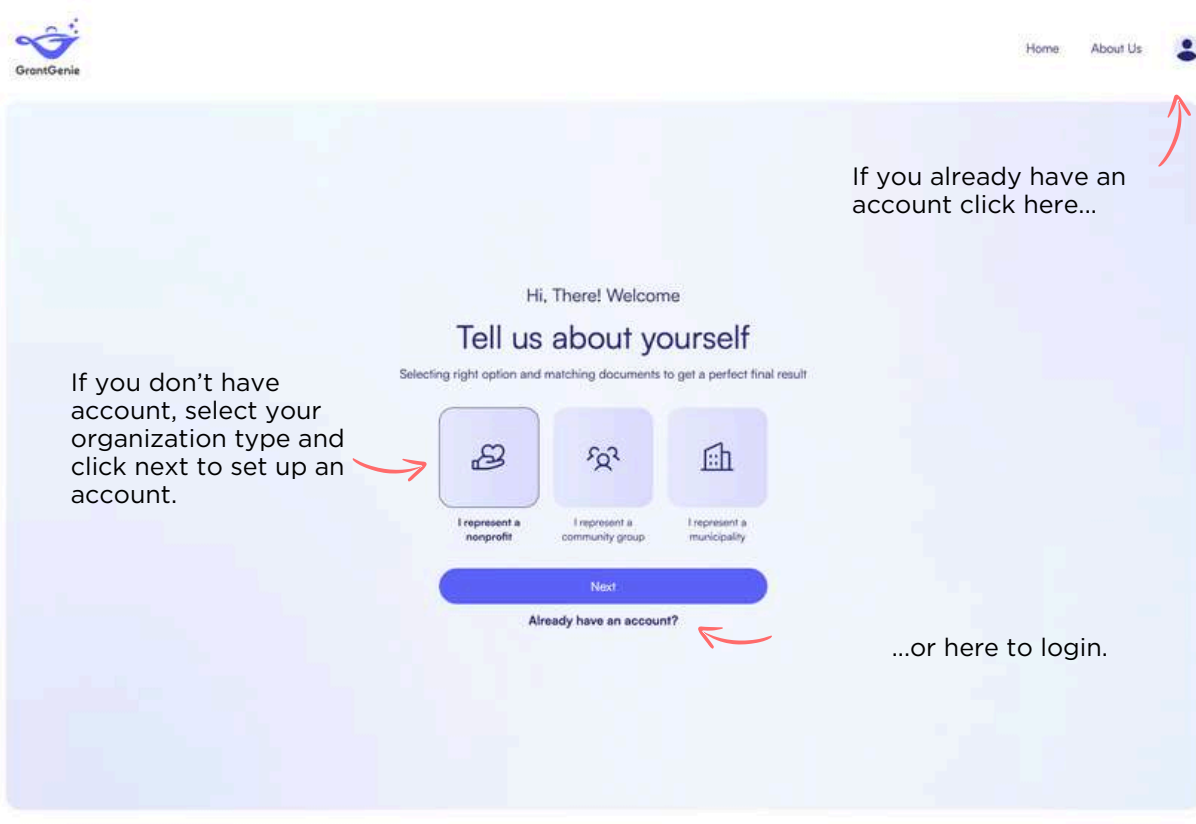Enter your information and click "Create Account."

EJ Thriving Communities Grantmakers Program
How to Use the Proposal Ideas Generator Tool

Before using the Grantmakers Proposal Ideas Generator Tool, we recommend users gather the following information:

- Organization name
- The zip code for the proposed project
- List of environmental issues affecting the community (e.g., air quality, climate change)
- 3-5 bullet points describing the main problem or need that the organization wants to address with this project
- 3-5 bullet points describing the proposed solution and how it meaningfully contributes to solving the problem
- High-level list of tactics/strategies for the proposed project (e.g., Advocacy, Research)
- Organization name and website for the lead applicant
- Information about project partner(s), including each organization's name, website, and role in the project

Once you have the relevant information, navigate to https://app2.grantgenie.com/
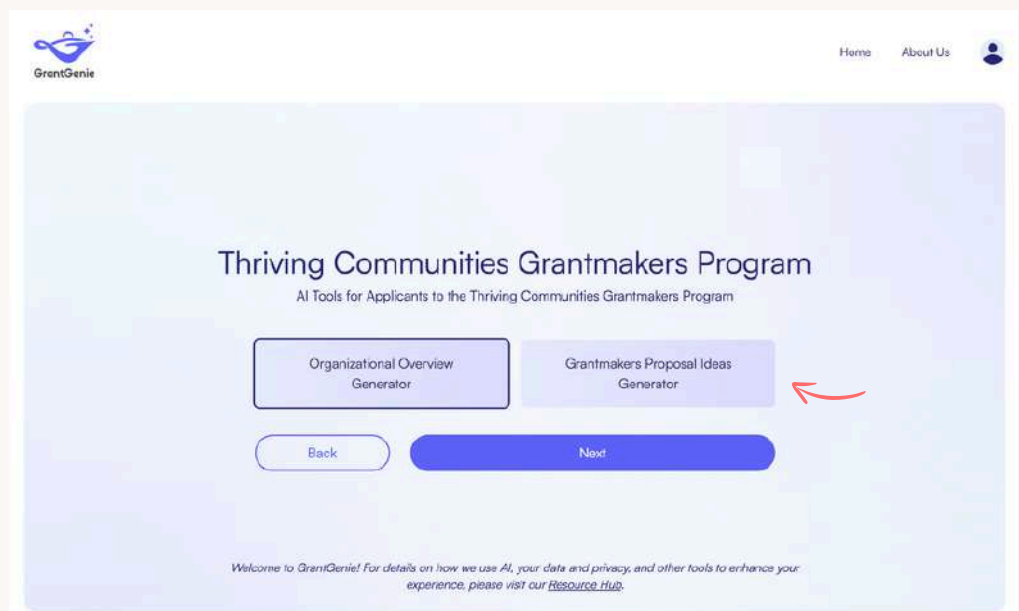
EJ Thriving Communities Grantmakers Program
How to Use the Grantmakers Proposal Ideas Generator Tool

After logging in, click "Tools" on the Home page.

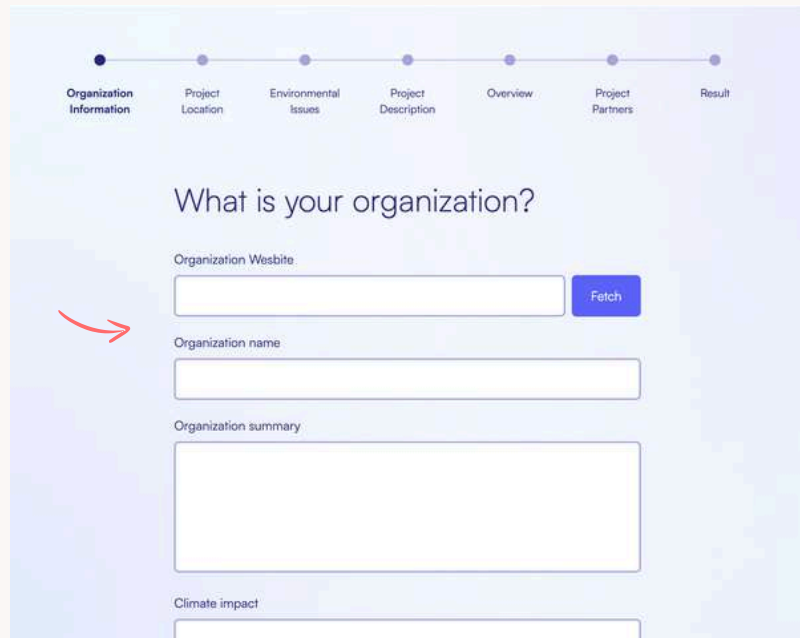Select "Grantmakers Proposal Ideas Generator" and click Next.

EJ Thriving Communities Grantmakers Program
How to Use the Grantmakers Proposal Ideas Generator Tool
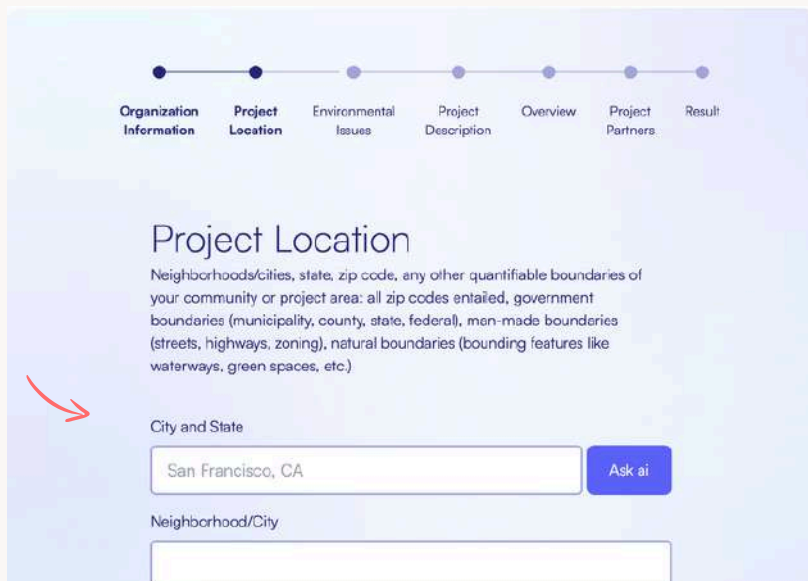
Enter your organization's website and click "Fetch."

Review and edit the organization information after the AI populates the fields. Then click "Next" at the bottom.

If your organization doesn't have a website, you can add the information manually.

Enter the City and State code for your project's location and click "Ask ai." The AI will populate the project information. Review and edit the fields and click "Next."

EJ Thriving Communities Grantmakers Program
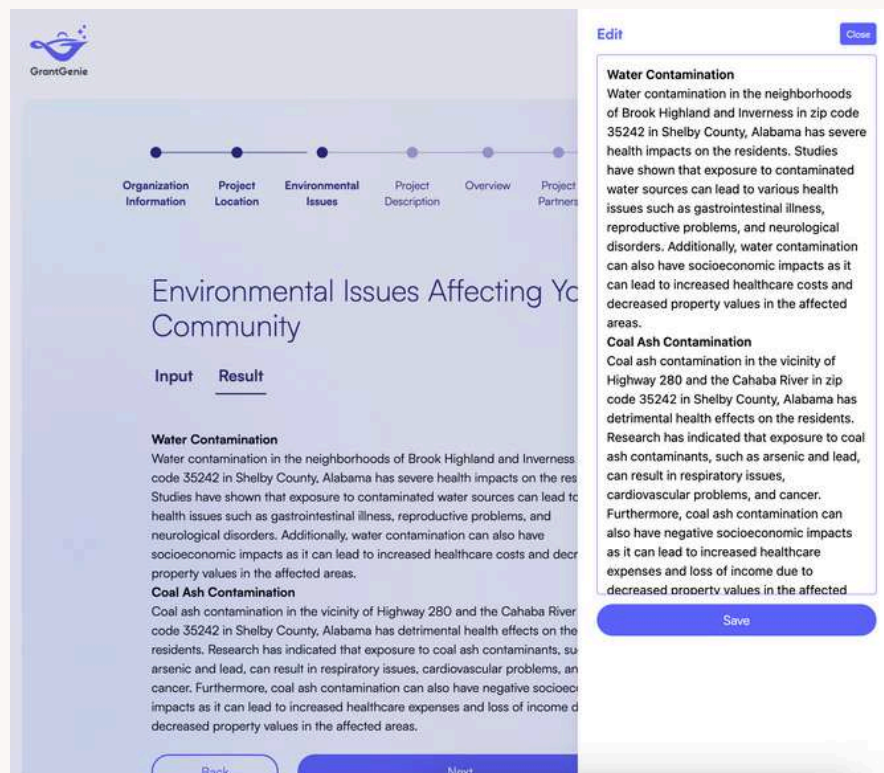## How to Use the Grantmakers Proposal Ideas Generator Tool

Select the project's relevant environmental issues from the dropdown list....

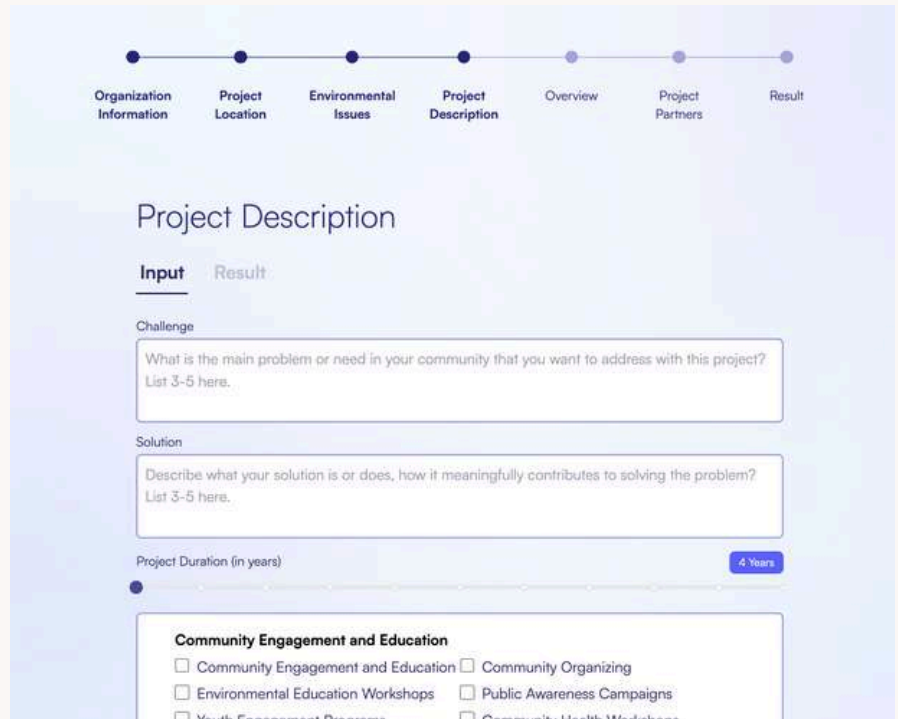...or add a new issue that isn't currently on the list.
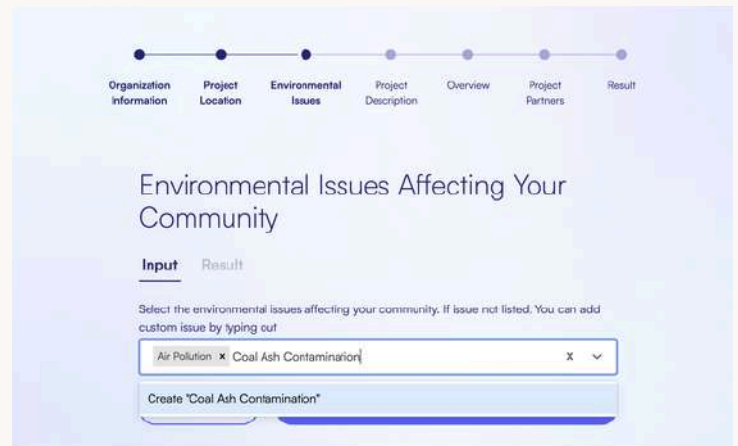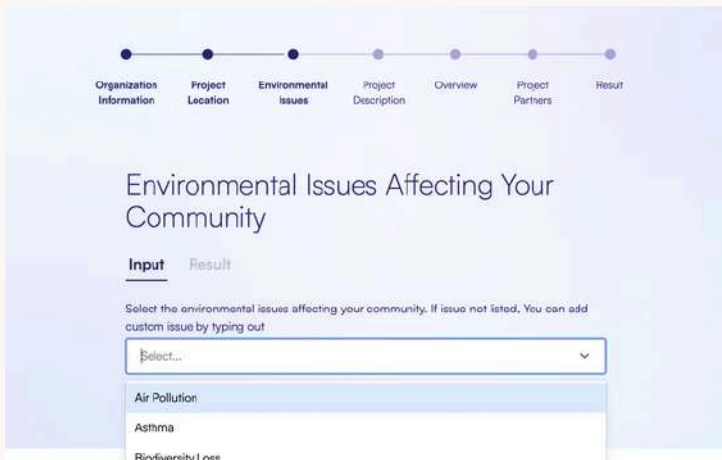
Click "Next."

The AI will create summary of environmental issues affecting your community. Click the pencil ✐ to edit the text. Click "Save" when you're satisfied with the text.

EJ Thriving Communities Grantmakers Program
How to Use the Grantmakers Proposal Ideas Generator Tool

List the challenges that you hope to address and potential solutions you've identified. Select the project duration and the tactic/strategies for the project.

The AI-assisted tool will generate a draft Project Description. Review and click the pencil if you want to edit the text. Click "Next."

EJ Thriving Communities Grantmakers Program
How to Use the Grantmakers Proposal Ideas Generator Tool

The AI-assisted tool will generate draft Project Activities/Milestone Schedule/Anticipated Outcomes. Review and click the pencil if you want to edit the text. When you've finished, click "Next."

Enter information for the Lead Applicant and any Partners. Click "Add+" if you want to add more than one Partner. Click "Next" when you've finished adding Partners.
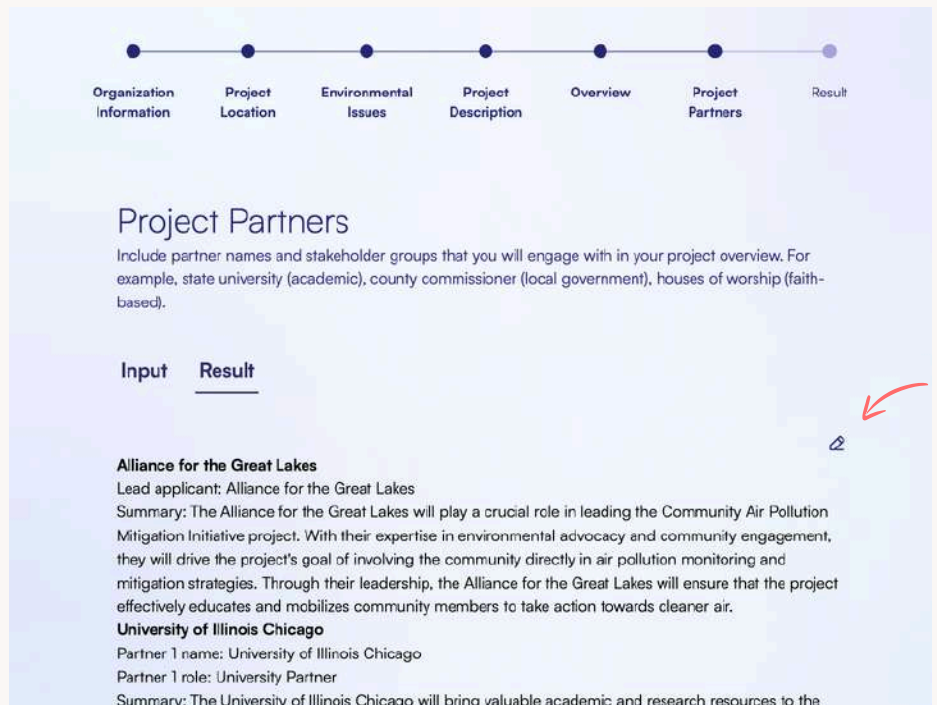
EJ Thriving Communities Grantmakers Program
How to Use the Grantmakers Proposal Ideas Generator Tool Cont'd

The AI-assisted tool will generate a summary of the Lead Applicant and Project Partners. Review and click the pencil if you want to edit the text. When finished, click "Next."
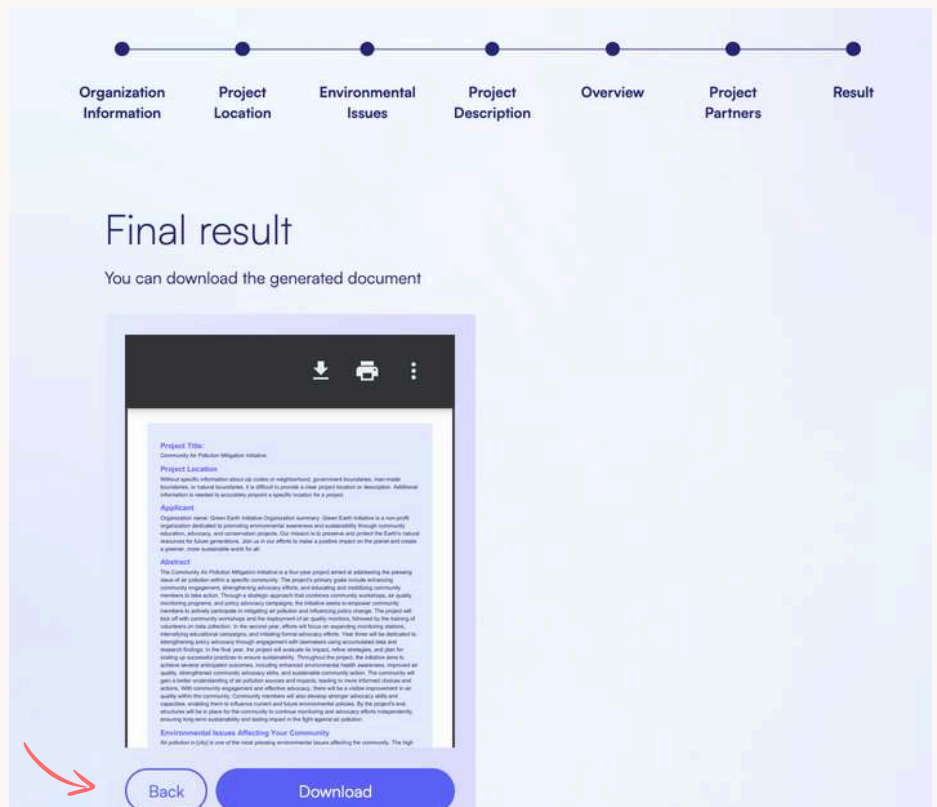

The AI-tool has finished. Click "Download" to get a pdf of your draft proposal content.
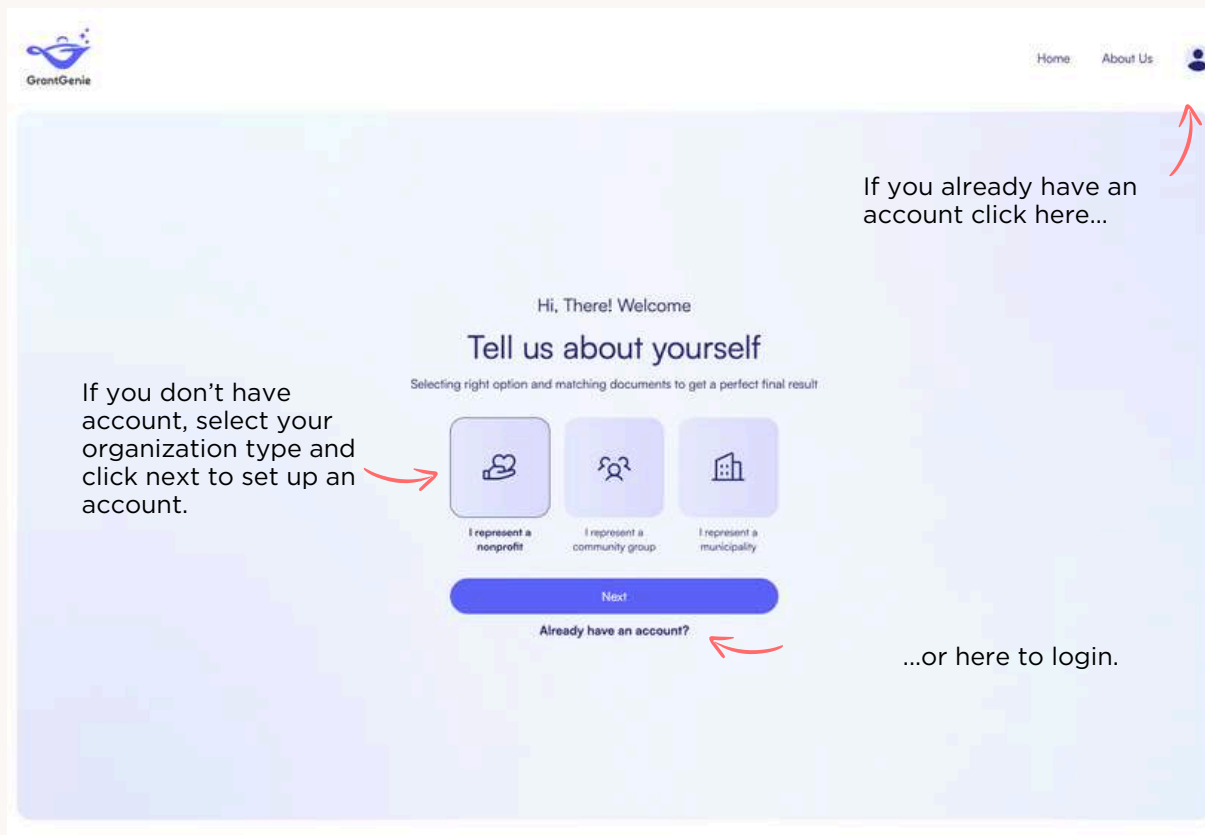
EJ Thriving Communities Grantmakers Program
How to Use the Organizational Overview Tool

Before using the Organizational Overview Tool, we recommend users gather the following information:
- Organization name
- Examples of the organization's past achievements and/or successful campaigns that benefited the community they serve
- Information about the organization's historical connection to the underserved community, including 3-4 examples of past efforts on behalf of the underserved community, 2-3 examples of how the organization has engaged with residents and other stakeholders, and 2-3 bullets about the history of the organization's involvement in the community
- Any relevant documents that may demonstrate the organization's programmatic capacity (e.g., strategic plan, publication, screenshot of website pages)
- The zip code for the proposed project
- List of environmental issues affecting the community (e.g., air quality, climate change)

Once you have the relevant information, navigate to https://app2.grantgenie.com/

If you already have an account click here...

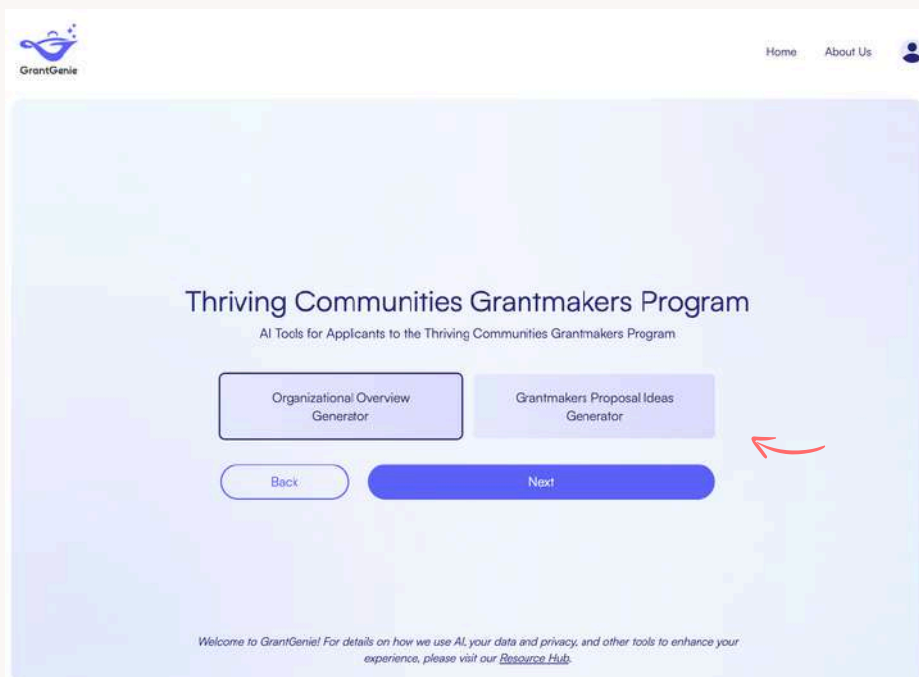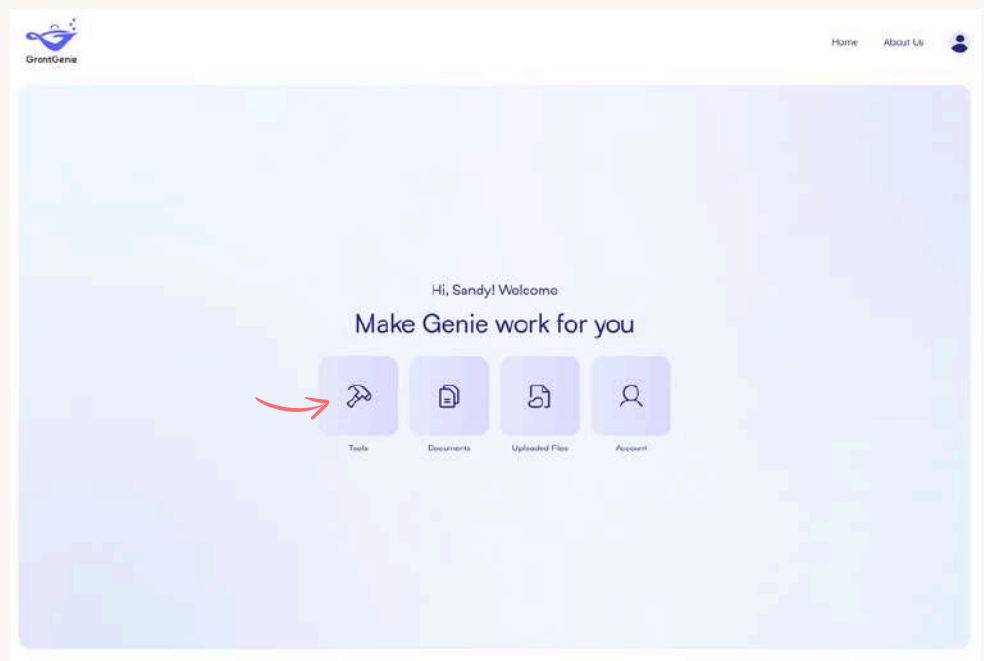If you don't have account, select your organization type and click next to set up an account.

...or here to login.

EJ Thriving Communities Grantmakers Program
How to Use the Organizational Overview Tool

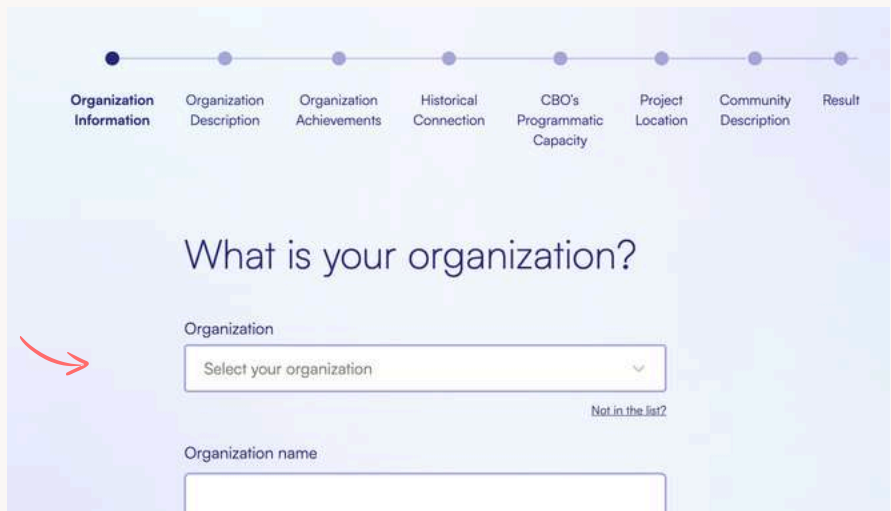After logging in, click "Tools" on the Home page.

Select "Organizational Overview Tool" and click Next.

EJ Thriving Communities Grantmakers Program
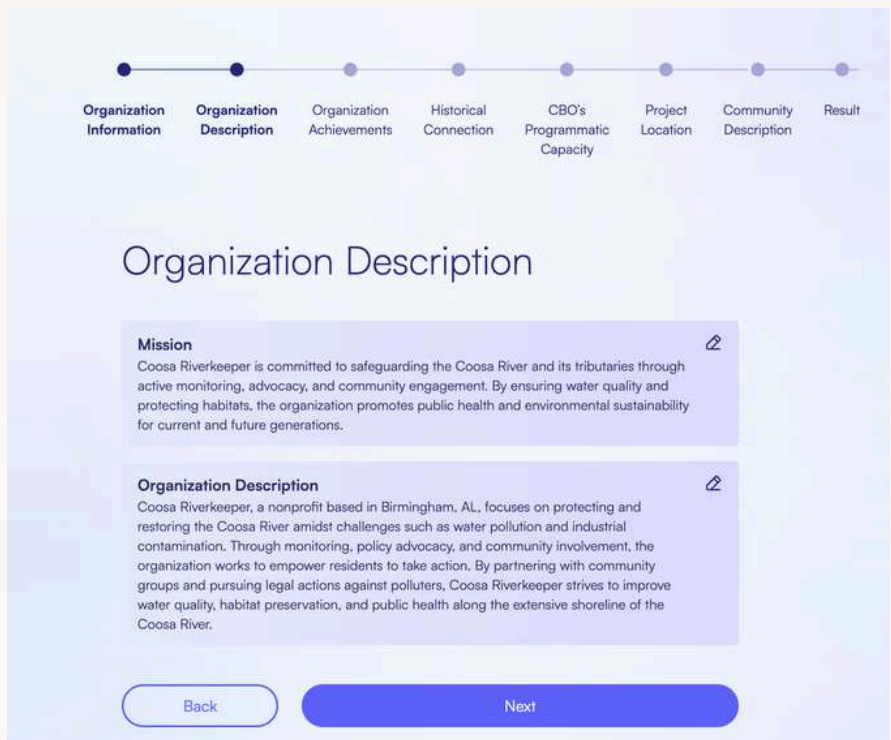## How to Use the Organizational Overview Tool

Select your organization from the drop down. If your organization isn't in the list, click "Not in the list?" to input your organization's website.

If your organization isn't in the list *and* doesn't have a website, you can add information manually to each field.

The AI-assisted tool will generate content summarizing the organization. Review and click the pencil ✎ if you want to make edits. Click "Next" when you're done.
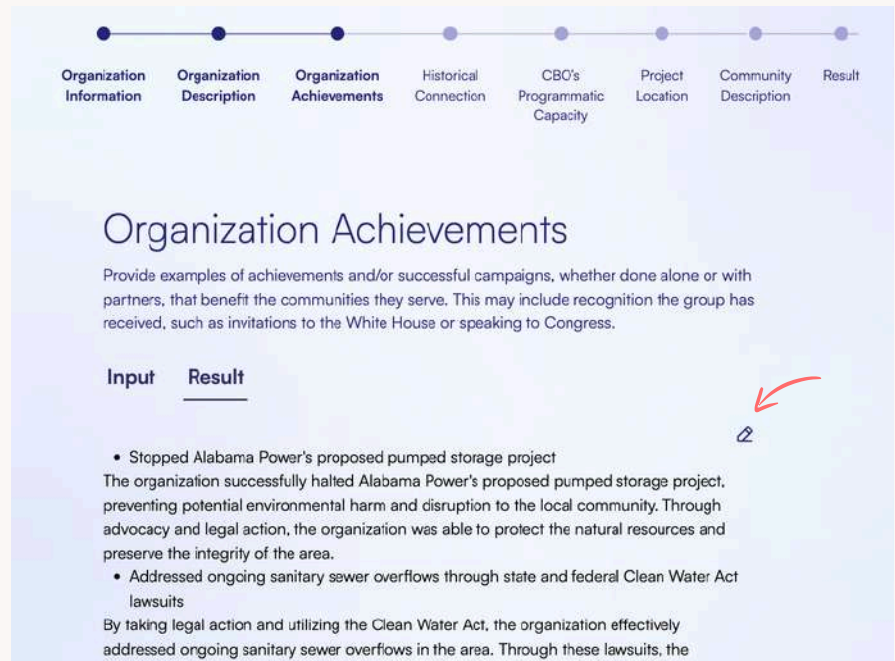
EJ Thriving Communities Grantmakers Program
How to Use the Organizational Overview Tool (Cont'd)

Enter examples of your organization's past achievements and/or successful campaigns that benefited the communities you serve.

The AI-assisted tool will generate content summarizing the organization. Review and click the pencil if you want to make edits. Click "Next" when you're done.

EJ Thriving Communities Grantmakers Program
How to Use the Organizational Overview Tool

Enter examples of your organization's past efforts and engagement with the communities you serve.

The AI-assisted tool will generate content. Review and click the pencil if you want to make edits. Click "Next" when you're done.

GrantGenie

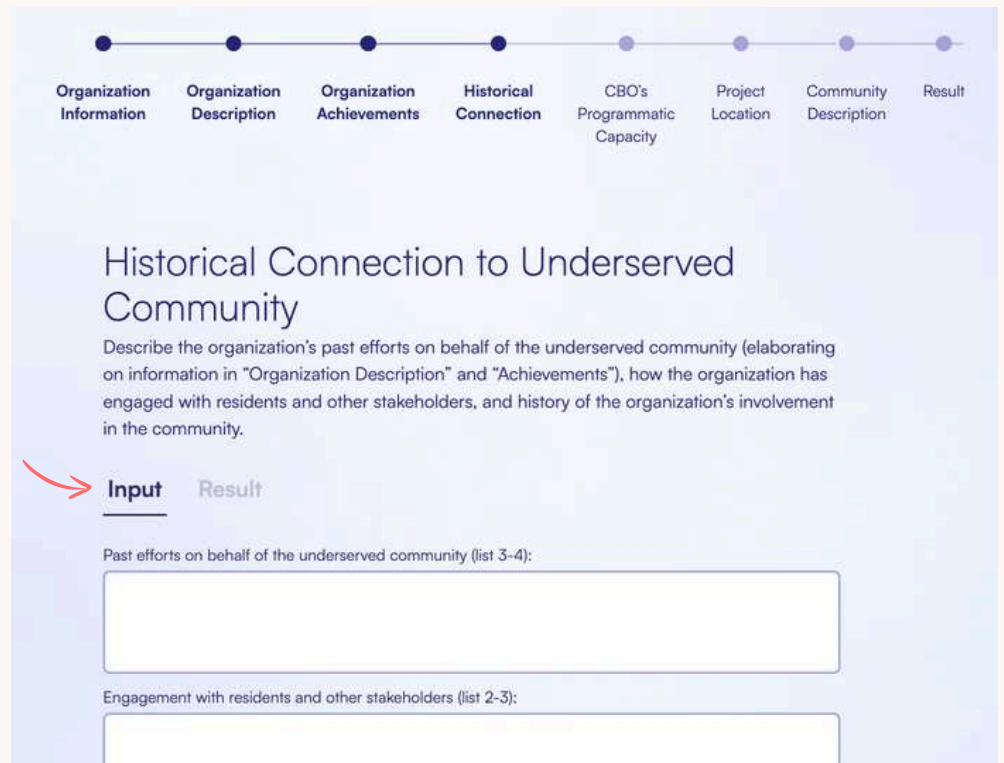# EJ Thriving Communities Grantmakers Program
How to Use the Organizational Overview Tool

Upload you strategic plan, publications, or even screenshots of website pages that demonstrate the organization's programmatic capacity.

At this time, you can only upload PDFs.
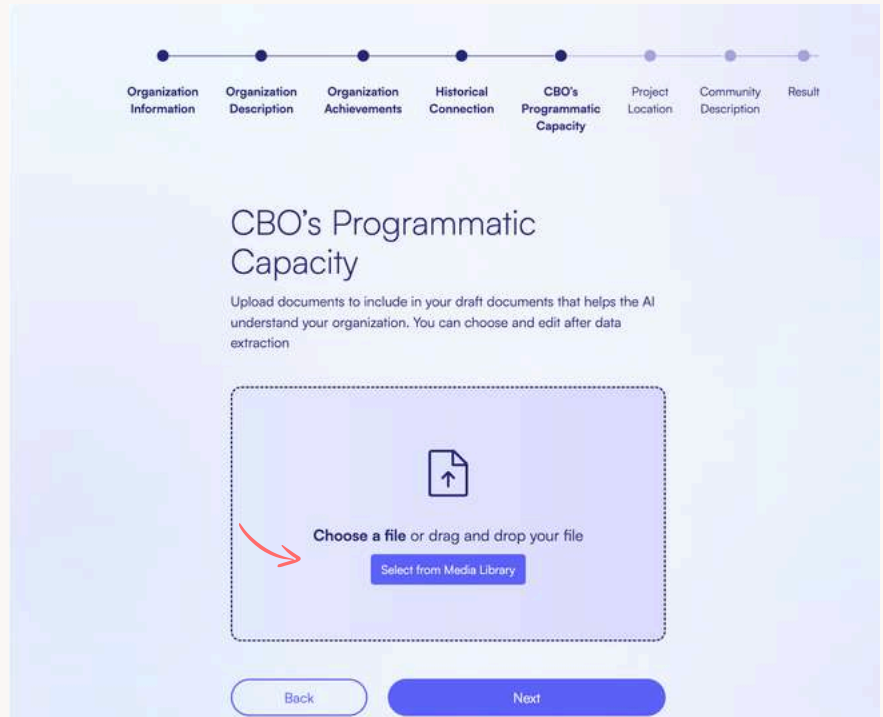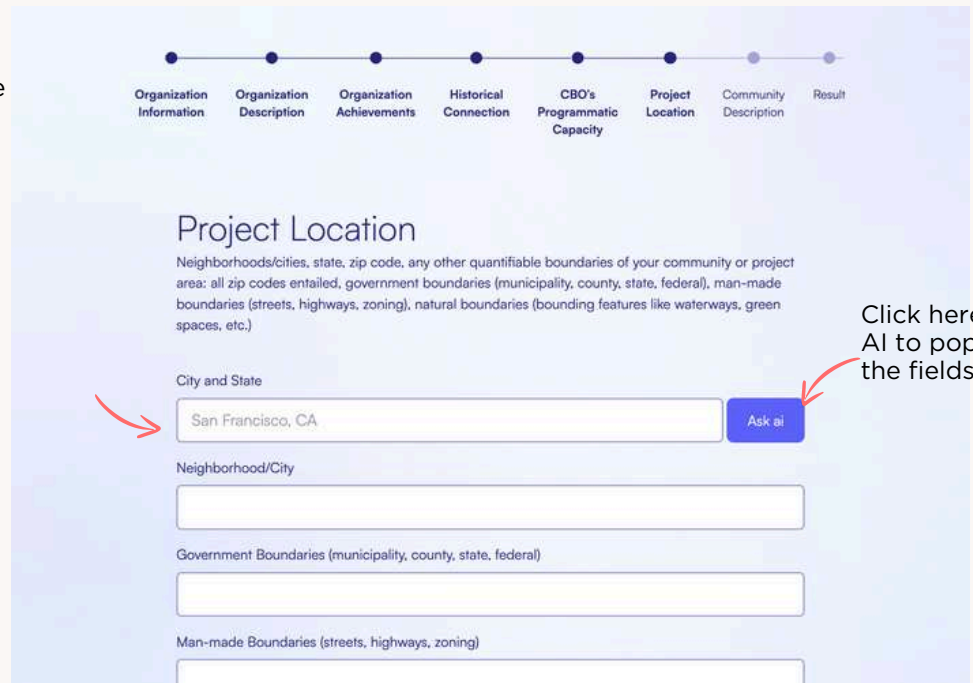
The tool pulls out summaries of different sections in the document. Select the sections you want to include and click the pencil to edit the relevant text. Click "Next" when you're done.
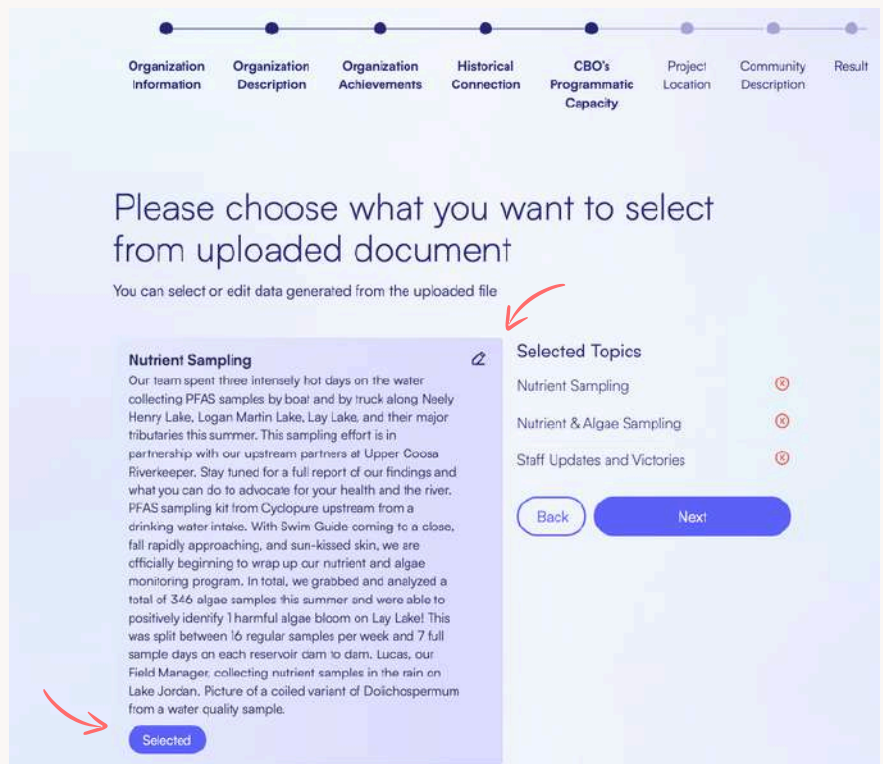
EJ Thriving Communities Grantmakers Program
How to Use the Organizational Overview Tool

Enter the city and state where your project is located.

Click here for the AI to populate the fields below.

Select the relevant environmental issues from the dropdown list....

...or add a new issue that isn't currently on the list.

Click "Next."

EJ Thriving Communities Grantmakers Program
How to Use the Organizational Overview Tool

The AI-assisted tool will generate content. Review and click the pencil if you want to make edits. Click "Next" when you're done.

### Environmental Issues Affecting Your Community

Input   Result

Air Pollution in Mt Laurel, AL
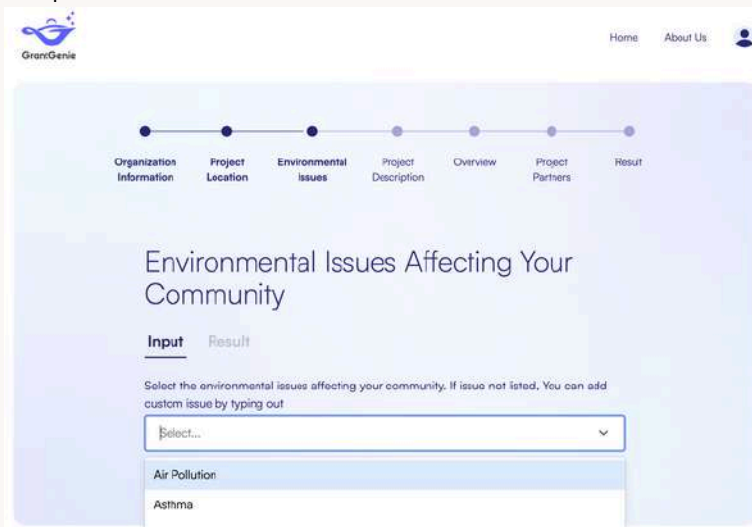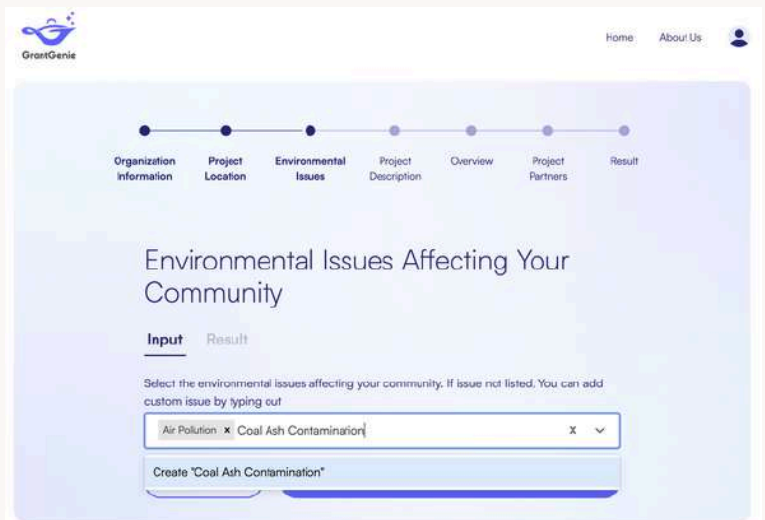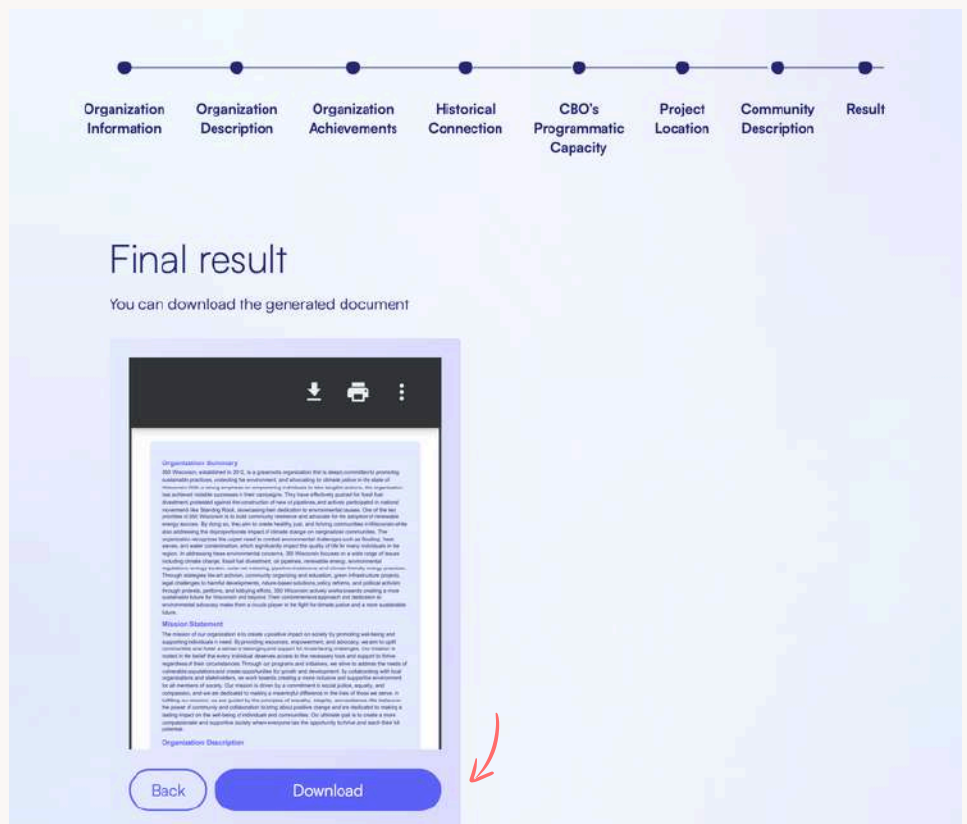Health Impact:
Studies have shown that air pollution in Mt Laurel, AL, particularly from traffic congestion and industrial activities, can lead to respiratory issues such as asthma and bronchitis. According to the Alabama Department of Public Health, the city has experienced a higher rate of hospitalizations due to respiratory illnesses compared to the state average. Residents living near major roadways and industrial areas are at a higher risk of developing these health problems.
Socioeconomic Impact:
The air pollution in Mt Laurel, AL, has significant socioeconomic impacts on the community. Poor air quality can lead to decreased property values, impacting homeowners and local businesses.

The AI-tool has finished. Click "Download" to get a pdf of your draft proposal content.

Final result

You can download the generated document

Back   Download