

***How Long Does It Take to Write a Grant?***  
***Upward Development, LLC***  
***Andi Kemp***

**By Type of Proposal**

Foundation Letter of Inquiry

6-8 hours

Club / Association Grant Application (*Rotary, AAUW, etc*)

7-10 hours

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Small Foundation Grant Proposal (*local foundation, simplified process, usually <\$5,000*)

8-12 hours

Medium Foundation Grant Proposal (*\$5,000 to \$25,000; more complex application*)

15-25 hours

Large Foundation Grant Proposal

(*\$25,000 to \$50,000; complex application, multiple attachments; also United Way grants*)

30-50 hours

Major Foundation Grant Proposal

(*national; complex, usually online applications; site visits; high-level stewardship & org. financial requirements*)

60-80 hours

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State Grant Proposals and Responses to RFPs (*including federal pass through funds; e.g. CDBG, ESG*)

40-60 hours

Federal Grant Applications and Responses to RFPs (*Single year grant, for an existing project*)

50-70 hours

Large Federal Grant Applications / Contract Proposals / Responses to RFPs

(*highly competitive, complex, multi-year, for large organization and/or new initiatives*)

70-100 hours

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**Notes**

*Hourly estimates represent an experienced specialist acting as lead project manager, proposal writer, technical expert, researcher, and packager (~3/4 of the work). It's based on my actual experience of writing nearly 200 grant proposals across each area. I'm more time-efficient than most fundraisers & less efficient than some, but produce quality work.*

*The client / organization / grant applicant(s) must invest significant time (at least ~25% for each grant written) in project planning, budget development, establishing management and tracking systems for the expenditure of funds, and reporting the impact of the project to stakeholders. This level of engagement is required to produce strong proposals that accurately reflect the work to be done and organizations' true aims, and which will have a >50% chance of success.*

*Grant writers are paid for the professional services they provide, regardless of the outcome of decisions made on the grant proposals they write for clients or employers. It is unethical for grant writers to work on commission, or to accept a percentage of an award (either actual or promised) as a finder's fee.*