Instrumentl Sign Up Guide

Overview
This guide will show you how to set up a project in Instrumentl.com—our go-to grant database. To receive full instruction and helpful templates, you can join us by taking the Grant Writing Unicorn Method.

We think about grant research like a funnel. At the top of the funnel are all of the opportunities Instrumentl.com will help you find. Through a decision making process, we filter those grant opportunities to identify the ones most worth your time. To set up a 14-day trial, use this link: https://www.instrumentl.com/lgw.

If you end up liking the tool as much as we do, use the code LGW50 when upgrading and you’ll receive $50 off your first month.

Step 1 - Create a free account with Instrumentl.com
Let’s start with the easy stuff: go to https://www.instrumentl.com/lgw and start with your name and email address.

After you enter your email, a couple of other questions will pop up. The next step is filling out a password. Then you will tell Instrumentl about you. You have two options in the “I am...” section:
Please note: You need to indicate that your organization or your clients’ organizations make more than $90k per year or Instrumentl will not let you continue.

<table>
<thead>
<tr>
<th>A 501c3 non-profit, school or university</th>
<th>A freelance grant writer or grant writing agency</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organization Name</strong></td>
<td><strong>My clients are... 501c3 organizations in the US</strong></td>
</tr>
<tr>
<td><strong>Operating revenue... needs to be more than $90K per year</strong></td>
<td><strong>Operating revenue... More than $90K per year</strong></td>
</tr>
<tr>
<td><strong>Do you have 501c3 status or fiscal sponsorship? Yes</strong></td>
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Tell Instrumentl about your organization

Here’s the first step to finding grants tailored to you. Drill down to your location as appropriate. You can get down to the county level. If you are a freelancer, you would input this information for one of your clients. This can always be changed at a later date.
Fill in details about your project overview

Next, let’s fill in some information about the project overview. It can be as broad or specific as you’d like, and you can always go back and change things later.

**PRO TIP:** Consider selecting more than one applicant type. You can partner with other organizations to maximize grant opportunities.
Fill in details about your project

And the last step: fill out your project details. Add geographic information to catch national grants and community grants.
Tell us about your project
Last step before you get your matches!

1. Organization
2. Project Overview
3. Project Details

* Location of project
Where does your project physically take place?

- My project takes place in the United States
- My project takes place in the United States and outside the United States
- My project takes place outside the United States

United States locations (required)
- My project takes place in specific states or counties in the U.S.
  - Add county or state
- My project takes place in all 50 states in the United States
- My project is national in scope in the United States

* Field of work
Choose up to 10 terms that best match the field of work for this project. Try to be as specific as possible.

- ARTS
- COMMUNITY DEVELOPMENT & REHABILITATION
- ECONOMY & BUSINESS
- EDUCATION, YOUTH, & NON-PROFIT
- ENVIRONMENTAL
- INFRASTRUCTURE & PUBLIC WORKS
- INSTITUTIONAL & INFRASTRUCTURE
- MUSICAL, DANCE, & AESTHETIC
- SUSTAINABILITY
- WELFARE & HEALTH CARE

Example: If you’re building bike trails, will there also be youth camps? Will you focus on sustainable and environmental practices within it? Does it have a positive impact on the community at large?

If you’re creating public art, does its theme provide commentary or encompass any keywords? Will you be holding workshops while building it, or inviting the community or youth to participate in any stages of it? If so, you just found several new keywords to use.

If you are working with an environmental project that affects a certain kind of plant, animal or ecosystem, make sure to include it here. You wouldn’t believe how many specialized organizations that fund projects to further their missions!

What size grants are you looking for?
The last step for filling out your project is to give a baseline idea of financials, starting with what sized grants you are seeking. It is helpful to set a minimum that is appropriate for your organization whether that’s $1,000 or $50,000+.

PRO TIP: Set a minimum so you don’t have to filter through the super-tiny grants.
What will you use the funds for? Many grantors have specific things they will invest in. Some will fund capital projects (new construction or renovation) where others will only support projects and programs.

PRO TIP: Select multiple funding uses to maximize your opportunity findings.
WHEW! NOW IT’S TIME TO ROCK AND ROLL!!

Be sure to watch Phase 2: Finding the Best Grants to learn about the entire funding research process in the [Grant Writing Unicorn Method](https://www.instrumentl.com/lgw).

**Recap for Getting a Discount:**
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