

# 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, be sure to watch Phase 2 in the [Grant Writing Unicorn Method](#). [Here is a free training](#) we did in partnership with Instrumentl to show you how we use the database.

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 21-day trial (versus the 14-day trial they offer everyone else), use this link: <https://www.instrumentl.com/?somin=30>. If you end up liking the tool as much as we do, tell them the code LEARNGRANTWRITING when upgrading and you'll receive \$50 off your first month.

After your free trial, many of the unicorns share an account so that they can split the price. [Post in the community group](#) if you'd like to partner with other unicorns on this subscription.

## Step 1 - Create a free account with Instrumentl.com

Let's start with the easy stuff: go to [instrumentl.com/?somin=30](https://instrumentl.com/?somin=30) and start with your name and email address.

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### Meet the smarter way to win grants

Instrumentl brings grant discovery, research, and tracking to one place. With Instrumentl, development staff are more effective and efficient at finding the right grants for their nonprofits.

First name Last name

Work email address

TRY 14 DAYS FREE



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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.

A 501c3 non-profit, school or university	A freelance grant writer or grant writing agency
<b>Organization Name</b>	My clients are... 501c3 organizations in the US
Operating revenue... <b>needs to be more than \$90K per year</b>	Operating revenue... <b>More than \$90K per year</b>
Do you have 501c3 status or fiscal sponsorship? <b>Yes</b>	
<div> <div>AlexLustig</div> <div>alex@senworks.org</div> <div>*****Show</div> <div>(303) 842-7806</div> <div>501c3 nonprofit, school, or university</div> <div>Amazing Non-Profit</div> <div>\$90K-\$200K</div> <div>Yes</div> <div>TRY 14 DAYS FREE</div> </div>	<div> <div>AlexLustig</div> <div>alex@senworks.org</div> <div>*****Show</div> <div>(303) 842-7806</div> <div>Freelance grant writer and/or grant writing agency</div> <div>501c3 organizations in the US</div> <div>More than \$90k/year</div> <div>TRY 14 DAYS FREE</div> </div>



## 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.



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## Let's help you find new funders

To save you time during your call, please create your first project. We use this information to match you with relevant grants.

1. Organization

2. Project Overview

3. Project Details

### About your organization

... \*Where is your organization registered? \*

List all locations where your organization is registered.

☒ Inside the United States

#### LOCATIONS INSIDE THE U.S.

+ Add county or state

x ALASKA

☐ Outside the United States

☐ Both inside and outside the United States

Save and Continue



## 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.



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1. Organization
2. Project Overview
3. Project Details

... **\* Project Name \***

... **\* Applicant Type \***

Are you applying for grants through, or on behalf of, an organization? If yes, select all that apply.

☐ Nonprofit

☐ College / University

☐ Elementary / Secondary School or School District

☐ For-Profit Business

☐ Government Entity

☐ Hospital / Clinic

☐ Indigenous Group

☐ Museum/Library/Zoo

Are you applying for grants as an individual? If yes, select all that apply.

☐ Faculty

☐ High School Student

☐ Masters Student

☐ PhD Student

☐ Postdoctoral Researcher

☐ Unaffiliated Researcher

☐ Undergraduate Student

☐ Working Professional



Fill in details about your project

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.
☐ My project takes place in all 50 states in the United States

+ Add country or state

And the last step: fill out your project details. Add geographic information to catch national grants and community grants.

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**PRO TIP: Select four to six keywords for best results. Think creatively here! If your results come back too broad, you can always come back and edit these.**

To get started on the keywords, press the blue <+Select Fields of Work> keywords.

We recommend that you first type in the keywords that come to mind naturally. The dropdown list of keywords is really, *really* long and exhausting to go through. It is easier to first see if you can't come up with the keywords on your own.

As you think about key words, get creative. Think about the maximum potential of your project.

**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!

The last step for filling out your project is to give a baseline idea of financials, starting with what sized grants you are seeking.

**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.

**Plants (optional)**  
If your project is restricted to a particular plant, enter it here. If your project is not restricted by plant, leave this empty.

+ Select plants

**Animals (optional)**  
If your project is restricted to a particular animal, enter it here. If your project is not restricted by animal, leave this empty.

+ Select animals

**Ecosystem (optional)**  
If your project is restricted to a particular ecosystem, enter it here. If your project is not restricted by ecosystem, leave this empty.

+ Select ecosystems

**What size grants are you looking for (in USD)?**  
Show me grants between...

\$1000

and

\$100k

**What will you use the funds for? (Select all that apply.)**  
Ideal for nonprofits:

☒ Education / Outreach ⓘ  
☐ Exhibitions ⓘ

☐ Project / Program ⓘ  
☒ General Operating Expense ⓘ  
☐ Capital Project ⓘ  
☐ Training / Capacity Building ⓘ

Ideal for academic researchers:

☐ Research ⓘ  
☐ Fellowship ⓘ  
☐ Scholarship ⓘ  
☐ Conference ⓘ

Save and Exit

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**PRO TIP:** Select multiple funding uses to maximize your opportunity findings.

The screenshot shows a grant search interface. A modal window is displayed in the center, titled "We found 178 grants for you!". Inside the modal, there are three categories of grants: "105 Foundation grants", "61 Corporate grants", and "5 Government grants". Below these categories, there is a "NEW" badge and the text "When we find new grants we'll add them here". At the bottom of the modal is a green button labeled "Let's go". The background of the interface shows a list of grants, including "Bike Trails", "Pedestrian & bike-friendly infrastr", "City Change Micro Grants", and "Climate Change Strategy".

**WHEW! NOW IT'S TIME TO ROCK AND ROLL!!**

Be sure to watch this [free training](#) to learn how to focus on the right grants with the highest likelihood of success.



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