Yoga 4 Change

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GRANT PROSPECTING & WRITING CONTRACTOR

Request for Proposals

Engagement: Independent contractor
Location: Remote
Rate: $50/hour
Estimated workload: Up to 10 hours/week

About the Opportunity

Yoga 4 Change seeks an experienced grant writing professional to identify institutional funding opportunities and prepare competitive grant proposals that support its mission and statewide programming. We seek a proactive, organized contractor who can research prospects independently and collaborate effectively with nonprofit leadership and program staff.

About Yoga 4 Change

Yoga 4 Change is a Florida nonprofit fostering holistic wellbeing, resilience, and transformation through evidence-based trauma-informed yoga curricula. We work with public agencies, community organizations, treatment facilities, and other partners to support individuals and communities impacted by trauma.

Grant Prospecting

- Research foundation, corporate, government, and other institutional grant opportunities.
- Identify funding prospects aligned with organizational mission, capacity, and strategy.
- Maintain a prioritized grant pipeline and application calendar.
- Evaluate eligibility, award potential, restrictions, reporting burdens, and application requirements.

Proposal Development

- Prepare grant narratives and supporting materials for opportunities approved by Yoga 4 Change.
- Coordinate with staff to gather program information, financial inputs, budgets, and outcomes.

- Draft, revise, and organize applications for organizational review and authorization.
- Maintain reusable proposal materials and organized grant files; track submissions and decisions.

Feasibility & Collaboration

- Coordinate with the Development & Fundraising Manager on pipeline priorities and progress.
- Work with Regional Program Directors to evaluate program design and implementation feasibility.
- Consult Program Operations & Grant Compliance regarding administrative requirements and reporting feasibility.
- Work with Education & Research on evaluation and outcomes; collaborate with the Executive Director on budget feasibility and final authorization.

Award Transition

For approved awards, organize the proposal, budget, commitments, and supporting materials for handoff to the designated post-award compliance team. Routine post-award grant reporting and compliance are not included in this engagement.

Qualifications

- Demonstrated experience researching and writing nonprofit grant applications.
- Strong writing, research, collaboration, and project management skills.
- Experience with foundations or government funding opportunities, including budgets and complex application requirements.
- Ability to manage deadlines and coordinate with staff while working remotely.
- Familiarity with Florida funders, public health, community wellness, or trauma-informed programs is preferred.

Contract Details

This is a proposed independent contractor engagement at $50/hour for up to 10 hours per week, subject to approved assignments, available funding, and an appropriate written agreement and classification review. The contractor will work remotely, communicate regularly, use approved shared project-tracking tools, and submit itemized invoices.

Proposal Requirements

- Résumé or professional biography.
- Brief statement of interest and relevant grant-writing experience.
- Two representative writing samples with confidential information removed.
- Summary of grant prospecting experience and results.

- Two professional references.
- Confirmation of availability and acceptance of the proposed $50/hour rate.

How to Submit

Submit materials through email to info@y4c.org. Proposals will be reviewed on a rolling basis until the position is filled.

Equal Opportunity

Yoga 4 Change welcomes proposals from qualified professionals with diverse backgrounds and experience.