

**Helpful Hints for a Successful Application**  
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**Health by Design**

**Read the Instructions**

- Have multiple people review
- Be clear on timeline & deadlines
- Understand limits & requirements

**Bring Partners Together**

- Engage key stakeholders early
- Seek input in determining goals
- Share responsibilities

**Build Excitement**

- Create a “win”, regardless of funding
- Maximize participation
- Find/use incentives

**Have a Point Person**

- Communicate early, often, & clearly
- Ensure high level commitments
- Sign-off & submit final application

**Allow Plenty of Time**

- Triple what you think you’ll need
- Build in internal deadlines
- Recruit extra hands (for surveys, etc.)