



AIMS
grant management

THE GRANT & FUNDING MANAGEMENT CHECKLIST FOR ORGANISATIONS



WHY GRANT MANAGEMENT BECOMES COMPLEX

Most organisations don't struggle to secure funding; they struggle to manage it effectively.

Grants and funding are often tracked across spreadsheets, email threads, and shared drives. Over time, this creates confusion, delays, and risk.

Deadlines get missed. Reporting becomes reactive. Visibility is limited. This checklist is designed to help you quickly assess how well your organisation manages funding—and where improvements can be made.



1. DO YOU HAVE FULL VISIBILITY OVER YOUR FUNDING?

Without clear visibility, it's difficult to stay in control of your funding.

Ask yourself:

All grants are tracked in one central system

You can clearly see the status of each grant

Key dates and deadlines are visible and managed

You are not relying on individual spreadsheets

All stakeholders are working from the same information

2. ARE YOUR PROCESSES STRUCTURED OR SCATTERED?

Inconsistent processes lead to inefficiencies and duplicated work.

Each grant has a clear owner

Workflows are standardised across teams

Approval processes are clearly defined

There is no duplication of effort

Teams follow the same process for managing funding

3. ARE YOU AUDIT-READY AT ANY TIME?

Compliance should be continuous, not something you prepare at the last minute.

All documentation is stored in one place

Reporting requirements are clearly tracked

Deadlines are consistently met

A clear audit trail exists for every grant

You can quickly access the required information when needed

4. CAN YOU REPORT WITHOUT THE STRESS?

Reporting should be straightforward, not a scramble.

Reports can be generated quickly

Data is accurate and up to date

You are not chasing multiple stakeholders for updates

Information is easy to access and share

You can forecast funding performance with confidence

YOUR SCORE

Use this simple scoring system to assess your current approach:

16-20 → Your processes are strong and well-structured

10-15 → There are gaps worth addressing

Under 10 → High risk and inefficiency

If you're not where you want to be, you're not alone.

Most organisations face challenges in managing funding across multiple systems.

GET IN TOUCH

AIMS helps organisations take control of their grants and funding by bringing everything into one central platform.

Centralise all funding data

Reduce administrative workload

Stay compliant and audit-ready

Improve visibility across your organisation

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