

BF102: Proposal Writing

Overview for In-Person Delivery *(DRAFT)*

This learning event will help you understand the elements of a “good” proposal. Leaders who prepare effective proposals are better able to create new initiatives, support existing ones, and build relationships with funders. A good proposal combines marketing with an outcome-based, community-driven plan. You will learn how to prepare and write compelling proposals that generate an investment in recreation.

BF102 - Proposal Writing was designed and prepared by Brenda Herchmer with some input from Kimberly Masson. Recreation North has permission to use the content and materials. Changes to content and materials require consultation with Brenda Herchmer. Development was funded by the Arctic Inspiration Prize.

Activities:

This in-person training offers opportunities that will help you recognize elements of a good proposal. You will be provided with a proposal writing workbook based on outcome-based thinking, and will be asked to complete your own draft proposal.

1. Review the BF102 Presentation before the first conference call.
2. Complete the steps described in the Required Learning Activity (RLA) (see below).
3. Join the conference call. Be prepared to discuss the questions.
4. If you can't participate in the call, notify your Trainer as soon as possible.

Required Learning Activity #1

- Review what you have learned during the teleconference (see Presentation)
- Review the Proposal Writing Workbook (handout).
- Use the Proposal Checklist at the end of the Workbook to prepare your own proposal for an actual project that you could submit to a funder