

Course Announcement

Proposal writing is essential to the fundraising process of any organization that will successfully raise resources for its operations from foundations or development assistance agencies. The capacity to write good proposals has also become very important for most organizations especially NGOs because today's funders are reading proposals with keener attention to details. They want to determine from the onset whether their "investment" will yield worthwhile results by the end of the project and a well-articulated proposal contributes to helping them make this decision.

In pursuance of our mandate to increase the number of organizations/NGOs with a capacity to provide life enhancing information and services to young people, Action Health Incorporated (AHI) is pleased to announce the upcoming "Proposal Writing Course" scheduled as follows:

Date: 26th – 30th April 2010 (9am – 4pm daily)
Venue: Training Centre, Action Health Incorporated
Course Fee: ₦50, 000 (this covers tuition, course materials and lunch)

***Participants who are interested in hotel reservation should go to <http://www.actionhealthinc.org/docs/hotel.pdf>

Objectives of the Course:

The course will provide participants the opportunity to:

1. Build knowledge and skills in articulating the key components of a fundable proposal;
2. Map and identify the major sources of funding to achieve project/organizational mandate; and
3. Determine and outline the steps required to secure needed financial support.

Faculty, Content and Methodology:

The course will be taught by professionals who have built their careers on writing successful proposals and mobilizing resources for their institutions. They will provide participants with a step-by-step guide to writing winning proposals. Focus will also be on identifying the sources of funding for organizations/NGOs and how participants can secure financial support from the sources that match their needs. Formal lectures will be combined with participatory methodologies that facilitate learning and skills building such as brainstorming, individual and small group exercises, case studies, internet-based searches and material presentation.

Learning Outcomes:

By the end of this course, participants will have:

1. Developed the outline of a fundable project proposal;
2. Generated a list of potential funders and funding sources that match their project/organizational mandates; and
3. Developed a feasible fundraising plan to achieve their funding target.

Persons Who Can Apply:

Programme Managers, Staff of NGOs, Private Organizations and similar agencies that implement programmes on health and development issues. It is expected that prospective participants at the workshop would have the capability for writing in English language, as well as, be grounded in the conceptual issues and programming strategies applicable to their organisation's mandate.

Application Forms and Deadline:

Eligible applicants can request application forms through the Programme Officer, Training Unit, AHI at 0806 588 7797, 0705 928 8330, 0802 8279 185 or by email info@actionhealthinc.org. The form can also be downloaded from our website <http://www.actionhealthinc.org/docs/Course Application Form.doc>. Duly completed forms must be received by **Monday, April 12, 2010**.