

## AGENDA

### Write Winning Proposals

Time	Session
<b>Day 1</b>	
9.00 – 9.15	Welcome & Introduction
9.15 – 10.00	Understanding the funding landscape
10.00 – 10.45	Donor trends and funding cycles
10.45 – 11.00	<b>Coffee &amp; Tea Break</b>
11.00 – 12.30	<b>Activity:</b> Researching donors - gathering intelligence
12.30 – 13.30	<b>Lunch Break</b>
13.30 – 15.00	<b>Activity:</b> Donor mapping
15.00 – 15.15	<b>Coffee &amp; Tea Break</b>
15.15 – 16.00	Making sound go/no go decisions.
16.00 - 17.00	Donor Relationship Management - a pragmatic introduction
<b>Day 2</b>	
9.00 – 9.15	Recap of Day 1
9.15 – 10.45	Introduction to Impact Investment and investment pitches
10.45 - 11.00	<b>Coffee &amp; Tea Break</b>
11.00 – 12.30	<b>Activity:</b> Turning your projects into investment pitches
12.30 – 13.30	<b>Lunch Break</b>
13.30 – 15.00	Key elements of proposals
15.00 - 15.15	<b>Coffee &amp; Tea Break</b>
15.15 – 16.15	<b>Activity:</b> Design a ToC
16.15 - 17.00	<b>Activity:</b> Draft a Logframe
<b>Day 3</b>	
9.00 – 9.15	Recap of Days 1&2
9.15 – 10.15	Problem, context and stakeholder analysis
10.15 - 10.45	<b>Activity:</b> Stakeholder mapping
10.45 - 11.00	<b>Coffee &amp; Tea Break</b>
11.00 – 12.30	Additional value in proposals
12.30 – 13.30	<b>Lunch Break</b>
13.30 – 15.00	Introduction to budgeting for proposals
15.00 - 15.15	<b>Coffee &amp; Tea Break</b>
15.15 – 16.30	<b>Activity:</b> Draft your project's budget
16.30 - 17.00	Closing session - Review and questions