



Many organizations propose grant proposals on daily basis, some may be accepted some usually are, but not all accepted, why? What lacks in Rejected proposals, which the accepted ones possess? There is a need to address this question. Proposal writing is in fact a different type of writing from the other type of creative writings you usually do in your career. One may be good in writing reports but fails when comes to proposal writing. It's not a million dollar question, nonetheless plain one that proposal writing demands some different flare to work upon. All proposals carry the basic feature that gratifies the customers' demands, but the winning proposals embedded the core features that will be profitable to the customers too. It proposes advantageous approach what customer is looking for indeed. A proposal is a sale document which should be crafted in a way to convince the customer to opt for your product, service or idea. Proposal is a sale pitch for any organization.

To make your proposal distinguished among the rest, by making it more attractive to be appealed; you must be acquainted with its basic skill through proper training and learn-



# Training on PROPOSAL WRITING

ing. In this context, to make you skillful in writing a proposal HRDN has organized the three days training workshop, where you will learn to craft a proposal in such fashion that will increase its possibilities to be accepted one.

So let's avail this chance before another proposal set you back by its refusal. Chase a chance and beat a market!

## OBJECTIVES:

To strengthen capacity of the participants how to write first-class proposal.  
To make them artful enough to write an attractive proposal.

## TARGET GROUP:

- Executives
- Managers
- Resource Mobilizers
- Monitoring and evaluation officers
- Program Officers

## SALIENT FEATURES OF THE TRAINING:

- Basic types of Proposal
- Content of Proposal
- Basic Features of Proposal
- How to make appealing Proposal

## TRAINING FEE:

- Training fee for course is Rs. 25,000 (for Non members)  
(covering cost for training material, resource person, lunch and two teas during training)
- Fee for individual HRDN members is Rs 20,000
- Fee for HRDN members organization is Rs 23,500 per participant

## VENUE

Human Resource Development Network (HRDN) House 41, Street 56, F6/4 Islamabad.  
Phone 051-2828259, 2821767. Fax 051-2826540.

## WORKSHOP TIMINGS:

- September 13th, 14th, and 15th
- 0900 – 1700 hrs daily

## REGISTRATION:

For registration, please download the registration form from our website ([www.hrdn.net](http://www.hrdn.net)) and send it to Ms Saadia Ijaz at [sadia@hrdn.net](mailto:sadia@hrdn.net) or Ms Maryam Khan at [maryam@hrdn.net](mailto:maryam@hrdn.net)





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**Training Workshop  
On  
Proposal Writing  
September 13<sup>th</sup> to 15<sup>th</sup>, 2011**

**REGISTRATION FORM**

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Name

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Designation

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Organization

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Mailing Address

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Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

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Email: \_\_\_\_\_

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**Education**

Degree	Institution	Year	Major Subjects

**Training**

Training Title	Duration	Training Institution	Year

Relate your role and the expected learning, skills and attitudes from this training

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Signature: \_\_\_\_\_

**Issued:**

**Reviewed:**

**Approved**