Writing Proposals: A Handbook of What Makes your Project Right for Funding (includes proposal template)

Edoardo Binda Zane

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Writing Proposals aims at making it easier for your project to access a grant with two tools: industry best-practices and a field-tested proposal template.

This book is mainly for projects that wish to access public grants and will give you:

- A downloadable proposal template and budget sheet
- An A-to-Z methodology to write your proposal and budget developed over 7 years of practice
- In-depth explanations for each proposal section
- Several examples of paragraph texts
- 7 Writing techniques to make your project's case better
- 26 Proposal-Specific writing tips

Proposal Writing is a daunting task: we have to follow strict guidelines and a process we aren't familiar with. On top of that, we need to present our project in the best possible light, all within a very tight deadline.

Doing everything, and doing it perfectly, is possible - but it requires time: time to read, to understand, to plan and to write.

Time, unfortunately, is the resource we lack the most, and we might not be able to build the necessary expertise via practice.

This is where I come in: I put my time in this book, so you don't have to waste yours.

This book is a collection of the best, tools, tricks and techniques developed in 7+ years of grant writing. Every single tool or concept has been field tested and refined via trial and error.

Writing Proposals is divided in three sections

SECTION 1 is an A-to-Z guide on how to write a proposal. It provides a workflow, a sample proposal structure, and a downloadable proposal template and budget sheet.
Each one of its chapters provides a detailed explanation of the different building blocks:
- First Steps of Proposal Writing
- Outline of the Technical Proposal
- Introduction
- Context and Proposal Structure
- Methodology
- Organisation and Staffing
- Budget
- Review and Finalization

SECTION 2 focuses on Writing Techniques for Proposals, meaning what you can do to write your text better, faster and to make it more effective. Here, we go over 7 fundamental tools for better writing.

SECTION 3, lastly, is a collection of 26 Proposal-Specific Writing Tips, that is a series of adjustments you can use in your text right away that make your document more readable and easier to follow.

At the end of the book you will find the proposal structure (for quick reference) and a methodology to calculate your personnel's hourly rate

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Adam Gutierrez:

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