



dANA NÄYE VENTURES COURSE OUTLINE

Proposal Writing

INSTRUCTOR: Micelle Telep
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LOCATION: 409 Black Street
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COURSE LENGTH: 6 Hours

REGISTRATION

FEE: \$150.00 + GST

COURSE INFORMATION

PREREQUISITES:

N/ A

COURSE DESCRIPTION:

An introductory course designed to teach First Nation government and non-profit staff the fundamentals of writing winning proposals.

COURSE GOALS:

The objective of this course to provide a practical framework for participants to use when preparing and writing proposals.

We will discuss the six steps to writing winning proposals:

1. Establishing technical credibility
2. Using a client-centered approach
3. Getting the price right
4. Writing simply
5. Adding unique selling points
6. Going the extra mile

We will also focus on:

- Proposal components
- Relationship building
- Critical issues faced by decision makers.

MAJOR COURSE OBJECTIVES:

Mentioned in Course Goals.

COURSE FORMAT:

Lecture and demonstration.

COURSE REQUIREMENTS**ATTENDANCE AND PARTICIPATION**

Students are required to be in attendance for the duration of the course to receive a certificate.

QUIZZES:

N/ A

ASSIGNMENTS:

N/ A

DETERMINATION OF FINAL MARK:

N/ A

TEXT AND MATERIALS:

A manual is provided

QUIZZES, TERM EXAMS, AND FINAL EXAM:

N/ A

GRADES ON TRANSCRIPT:

N/ A