Proposal and Grant Writing Tips and Tricks

- **Ensure all the required information outlined in the call for proposals is addressed.**

- **Highlight your reasoning for your project**

- **Explain the context and the scenario- explain why this context requires action**

- **Highlight the gap you intend to fill or the problem you aim to alleviate with the project.**

- **Highlight the risks if nothing is done about the issue or problem.**

- **Outline and explain the methodology of your project.**

- **Highlight intended outcomes of the project and the impact that these outcomes**

- **Outline how outcomes will be maintained after funds cease to show sustainability of project**

- **Make connections to broader strategic policies or values of the funding organisation, the national government, supranational bodies (ie African Union, European Union or United Nations) etc.**

- Weave in justification from academic papers or grey literature.

- Explain why you are an appropriate organisation to lead such a project and outline any relevant previous projects you have participated in.

- Highlight challenges you may face in the project alongside mitigation strategies

- Outline a clear plan or schedule of activities.

- Outline the budget required and how you plan on using said budget

- Clearly state your goals and objectives- be measurable if possible

- Need to be able to succinctly summarize project in 2–3 sentences