



FIND Partners Training Program
P. O Box 31006 Kampala, Uganda.
Hoima Rd - 5Km, Namugoona, Kampala
(National Adult Education Association of Uganda) Offices
Office: +256- 392 – 847 274. Mobile: +256 – 779 –132 130
E-mail address: internationalfind@yahoo.com
internationalfind@gmail.com, training@findpartnersinternational.org
Website:

<http://www.findpartnersinternational.org>

Date: 30th November, 2011

RE: Invitation for the Resource Mobilization, Fundraising and Proposal Writing Training Workshop in Kampala, Uganda

This is to thank you for your continued partnership with us. FIND Partners has scheduled a Regional Training in **Resource Mobilization, Fundraising and Proposal writing** to take place in Kampala, Uganda at Hotel Sojvalo, Rubaga on the dates of **28th – 30th March, 2012**. Sessions will be conducted from 08:30am – 05:00pm every day for each of the **3 days**. There will also be optional break-out sessions (Outside that time and interested participants can choose to attend – See copies of Invitation Letter, Training Agenda and Registration form on <http://www.findpartnersinternational.org/>

The Workshop, like the previous ones, will have participants from Uganda and neighboring countries, especially Rwanda, Kenya, Congo, Zanzibar, Tanzania and Burundi. The Course will admit not more than 45 participants to ensure sessions are manageable and highly practical. Participants are requested to come with a draft project proposal or concept (hard copies) and a flash disk for use during the Training.

The Workshop will cost 485,000/= Ug.Shs (\$188) and fees are payable in Barclays Bank, Uganda on **A/C No. 6001456006** in the names of **FIND Partners**.

Please note that the above fees **will only cover**:

- 1) **Training Fees**
- 2) **Writing Stationary**
- 3) **1 Bound book containing Donor Contacts**
- 4) **Handouts**
- 5) **Lunch and day time teas and soft drinks for the 3 training days**
- 6) **A Certificate**

Participants will be responsible for other costs; accommodation, teas and meals outside workshop hours, transport and general upkeep. Slots will be reserved only after registration. Note that registration is free but should only be done using FIND Partners official form which can be downloaded from the website.

Cancelation Policy:

A refund will only be considered if cancelation is communicated 30 days before the dates of the training, but will however also attract a 15% charge. No refunds will be made for any cancelation after that period. Replacements may be accepted if the staff is from the same organization and equally suitable.

Organizations are encouraged to send those staff registered for the Course as some sessions with donors are being organized and will be based on the expected category and nature of participants.

We look forward to meeting you for this wonderful training and drawing strategies for networking.

You can get more details about the training on our website www.findpartnersinternational.org

Sincerely,

Victoria Nakafu
Administrator

www.findpartnersinternational.org