

RESOURCE MOBILIZATION, FUNDRAISING & PROPOSAL WRITING TRAINING PROGRAM

Kampala Regional Training Program

Date: 28th – 30th March, 2012

Venue: Hotel Sojovalo, Rubaga Road, Kampala (Uganda)

Dates		Session 1	Session 2	Session 3	Break	Session 4	Lunch	Session 5	Session 6	Break-out Sessions/ (Optional)
Time	07:30 - 08:00	08:00 - 10:00AM		10:00 - 11:30	11:30 - 11:45	11:45 - 01:30	01:30 - 02:30	02:30 - 05:00PM		05:30 – 06:30
DAY ONE	Arrival & Registration	Introduction to Resource Mobilization and Fundraising	Basic Concepts and Principles in Resource Mobilization & Fundraising	Available Donors and sources of funding		Types of Donors and working with them effectively		Developing project concepts (Format and Processes)	NGOs and Government Partnerships and Collaborations	<i>Basics and Steps in establishing an NGO</i>
DAY TWO	Arrival & Registration	Writing a competitive proposal (From concept to submission)	Writing a competitive proposal – <i>practical sessions</i>	Project Proposals; Post submission follow up		The Peer review process (<i>learn how your proposal is reviewed</i>)		Preparations for funding	Activity Reporting	<i>On-line Resources for literature review and References in proposal/ grants writing</i>
DAY THREE	Arrival & Registration	Budget development and monitoring	Financial Reporting	Investment / Business Planning		Introduction to Project Monitoring and Evaluation		Setting up systems and structures for effective NGO management	Organizing a local fundraising event	<i>Electronic Registration with Grants.gov</i> for US Federal Funding (CDC, USAID and Others)