**ASSIGNMENT 1**

**Name: Riiny Anthony**

1. **Discuss the following individuals who write project proposals clearly explaining the kind of proposals they writes.**
2. **Programme officers in NGOs,**

NGOs tend to always go for a **formally solicited project proposal** in response to an official request for a proposal. The Request For Proposal (RFP) document will usually tell you exactly what the donor wants. Formally solicited proposals are more structured approach. You have to respond directly to the contents of whatever rough details that have been relayed to you, essentially turning feedback into a quantifiable project which you can then judge the worth of starting.

**Renewal \_**Once an ongoing project has finished or outlived its usefulness, a renewal project proposal can be written to make the case for its continued support. Much like continuation proposals, these are less about convincing the audience of the project’s worth by itself and more about showing why it’s valuable to continue doing it.

1. **Government officers**

**Unsolicited proposal** \_These are proposals which are thought of by the person submitting them and can be inspired by anything. They are hardest proposals to write, as you’ll have to be extra persuasive considering nobody asked for the proposal so they’ll need extra nudging. This means gathering more evidence than usual to prove the proposal’s worth and taking extra care when writing to make sure that it’s convincing.

1. **Implementers of projects**

**Continuation\_**These are almost not even proposals, in the sense that you’re not asking for anything new or pitching your case, but rather reminding the audience of the project they previously approved, report on its progress, account for any changes and ask for permission to continue.

**Supplemental Proposal.** A supplemental proposal is a request for an increase in support during a current budget period for expansion of the project's scope to meet increased administrative costs unforeseen at the time of the new, non-competing continuation, or competing continuation application

1. **Discuss four motivations that make grant makers (donors) to enter into grant making**

**Being accountable and transparent**

Keep your financial house in order and make sure that most of your donor money go right into programs. Keep your [overhead expenses](https://www.thebalancesmb.com/the-basics-of-preparing-a-budget-for-a-grant-proposal-2501952) reasonable and be transparent about that ratio.

Making your financial information available on your website and in your publications. Hire an outside auditor to look at your books and report back. Follow sound accounting practices

**Acknowledgment of donors**

When an organization shows appreciation for donors via gifts, events, memberships, and/or acknowledgements in print or online, donors realize they are a vital part of the nonprofit’s success. Whether donors give a small amount of money or a large sum or even if they volunteer their time for a fundraising event or donate an office chair, they are vital.

### Publish an Annual Report

Sharing the stories in newsletters, reports, and other marketing materials why Donors give to their cause. These stories may encourage other donors to contribute.

**Accurately Describing Motivation**

The lack of individual connection ensures that communications remain generic and struggle to drive engagement or make the wrong case and lose the donor’s interest.

1. **Briefly discuss four factors to consider when writing a problem statement of a development project proposal**
2. Uses supportive evidence to describe clearly the nature and extent of the need/problem facing those you plan to serve.
3. Illuminates the factors contributing to the problem or the circumstances creating the need.
4. Identifies current gaps in services or programs and address a gap in knowledge
5. Where applicable, provides a rationale for the transferability of “promising approaches” or “best practices” to the population you seek to serve.
6. **What do you understand by the logical framework?**

A log frame is a tool for improving the planning, implementation, management, monitoring and evaluation of projects. The log frame is a way of structuring the main elements in a project and highlighting the logical linkages between them. LFA also gives a clear outlay of how much resources would be needed and how these will be used for various project activities.

The framework can be used to examine the progress of the project and co-relate the activities carried out and results achieved.

1. **What are the components of winning proposal? Explain three**
2. **Following all directions**

Precisely following all the directions, Ensure that the margins, font size, and formatting are exactly as requested in the Request for Proposal (RFP).

1. **Statements of the problem/need**

Statements of the problem or need that make a strong argument for funding and explicitly address the funder’s priorities is an integral proposal component. It should specify how the need was identified.

1. **Budget**

A budget that matches each activity of the proposal will demonstrate that you paid close attention to detail.