

# Developing strong, collaborative funding proposals

## for equitable and localised projects

Online training course



## Course summary and objectives

This interactive e-learning experience will equip participants with tools and skills to design and develop solid, collaborative funding proposals, for a diverse group of funders and funding modalities, while challenging power dynamics in funding processes. Learn practical tools, discuss decolonisation in funding partnerships, and gain insights on reflecting these principles in proposals. The appropriate use of AI will be a cross-cutting theme.

By the end of this course participants will be able to plan a collaborative process for developing a winning proposal that is designed using tools to promote shifting of power. Participants will also be able to explain how to structure and frame responses to common proposal questions.

## Target Audience

- New or experienced proposal writers: Ideal for programme staff, fundraisers, and business development personnel seeking to hone their proposal writing skills for funders.
- Organisations: Suitable for smaller organisations starting to work with institutional donors and those actively decolonising practices by decentralising or localising funding streams.
- Global reach: Open to participants from anywhere in the world.

## Learning outcomes

- Collaborative Partnerships: collaborate and partner with diverse stakeholders using feminist principles and promoting localisation in proposal writing.
- Funder diversification: understand the perspectives of a diverse range of funders and funding modalities, including grants, commercial contracts and new models of funding such as impact investing.
- Process Management: plan and manage an inclusive and empowering proposal development process for all stakeholders.
- Collaborative Project Design: apply collaborative project design tools to centre target group perspectives including theory of change, results framework, and MEAL plan.
- Proposal Section Analysis: analyse how key proposal sections, relate to project design outputs and evaluation criteria.
- Budgeting Practices: review and ensure budgets align with project design, funder requirements (including commercial practices), key budgeting principles (including full cost recovery), and equitable approaches to indirect costs.
- Writing for Funder: apply an appropriate writing style for funders - concise, persuasive, reflecting donor/funder language, structured for readers, and evidence-based.
- Addressing Common Questions: plan responses to specific questions around due diligence, risk management, experience, capacity, staff, and track record.
- Equitable & Sustainable Proposals: demonstrate equity, value for money, inclusion, and sustainability in funding proposals.

## Course format

Three interactive live Zoom sessions (one 2-hour session + two 90-minute sessions). Four hours of self-paced activities and additional learning resources on Intrac's e-learning platform. Up to two individual 1-hour-long coaching/mentoring sessions within 6 months (adaptable to proposal development schedules)\*. Opportunities to interact with other participants on the course through the platform discussion forum and the live sessions

## Course calendar

Session	Topic	Date
<i>Enrolment and pre-course activities: 2 - 8 November 2026</i>		
1	<ul style="list-style-type: none"><li>• Overview of the different funding modalities and key principles for effective proposal writing.</li><li>• Introducing project design tools.</li><li>• Identify the strengths and weaknesses of different forms of collaborative proposal writing.</li></ul>	1 - 3 pm UK time Monday, 9 November
2	<ul style="list-style-type: none"><li>• Planning and managing a proposal development process that involves and empowers all stakeholders</li><li>• Best practice in addressing key sections of a proposal</li></ul>	1 - 2:30 pm UK time Friday, 13 November
3	<ul style="list-style-type: none"><li>• Budgeting and partnerships</li><li>• Evaluating and improving a funding proposal</li><li>• Revisiting localisation - what does it mean for effective proposal writing?</li></ul>	1 - 2:30 pm UK time Monday, 16 November

*The use of AI will be considered at all stages of the proposal process*

## About the course trainer - Lisa Lucas



Lisa works with international and national NGOs, with a particular focus on understanding their organisational goals and audiences and working with them to develop strategies and plans to support sustainability and growth. She has over 20 years' experience in proposal writing and business development and has successfully secured significant income for organisations through developing proposals for both commercial contracts and grants. On the commercial side, she has specialised in contracts for institutional donors, in particular for FCDO and the EU, but also for other funders such as think tanks, INGOs and private sector clients. On the grants side she has extensive experience of writing concept notes and grants applications both for institutional donors and for Trusts and Foundations. A key feature of her work is a focus on capacity strengthening, working with organisations through a mentoring and training approach, to assist them in achieving their goals. This has included training and mentoring roles at the British Council and Saferworld, as well as numerous training and capacity strengthening assignments with organisations such as INTRAC and Humentum and over thirty other INGO/NGOs.

## What you'll need

You will need a laptop and ideally also a headset, as well as access to broadband and internet. You will need to be able to download software (Zoom) to join the live sessions. INTRAC's e-learning platform (Moodle) is accessible via a browser. If you have any questions about these requirements, please do get in touch.

## Course fee

\*The fee for this course is £499 which is inclusive of 1 mentoring session. If you opt for an additional mentoring session at the time of your application submission, you will benefit from a reduced rate of only £100 per extra mentoring session - just tick the box in the application form. If you decide to sign up for more coaching/mentoring once you're on the course or afterwards, you'll be charged the standard rate of £160 per 60 min session.

Training access scholarships are available for small NGOs /civil society organisations. [For more information, please visit our FAQ.](#)