

Writing Requests for External Funding

External funding is a major source for capital works and continuous improvement initiatives within your business. You are competing against other providers and it is very easy to 'miss the mark' through a poor submission. These submissions require succinct and compelling composition of information to validate your business's competency against the criteria.

Using examples previously created in your business, this course creates awareness and skills within this highly competitive area so that submissions have the best chance of success.

Duration

- One-day face-to-face or
- 2x 3.5 hours live virtual training

Audience

This program is suited for employees who prepare submissions to external bodies.

Outcomes

Learn how to:

- Interpret the process funding bodies follows to evaluate submissions
- Prepare a diagrammatic tool to:
 - Ensure relevant and convincing content for all criteria
 - Create a logical flow
- Present substantiated and evidence-based claims against the criteria
- Compose tight sentences which highlight the main points for the reader
- Eliminate wasted words in the document
- Use formatting techniques to assist readability
- Edit the document prior to submission for content and readability.

External Funding Writing group training - using your documents

Where relevant, we will use your organisation's internal formats, templates and style guide.

We will also use anonymised examples of participants' writing in the workshop. With this material the facilitator:

- Assesses their writing ability
- Gains a thorough understanding of the written work they prepare
- Extracts examples for use as training material within the program.

Ask us how we apply this to your organisation.

We deliver our tailored business writing courses across Australia and abroad.

Request a quote

Please call 1300 655 098 to ask us how we can tailor a program to your needs.

Alternatively, email us at info@icml.com.au or start a 'chat' on our website icml.com.au/.

Virtual Workshops

We deliver programs in interactive, live online workshops, accessible from a device anywhere.

Highly impactful learning

- Replicating face-to-face workshop experiences through conferencing technology.
- Using extra features for engagement: polls, quizzes, chat, electronic whiteboard.
- Learning in multiple shorter bursts – allowing practice between sessions.

Benefits of virtual workshops

- Attend the training from the comfort of home or personal workstation.
- No travel time or expenses.
- Multiple short sessions – less impact on work.

Simple access

- You need: a device with camera and a quiet place.
- No software needed.
- Click on a link to gain access.
- Works on any personal device and most corporate systems.

Tailored group training – in-house or through virtual workshops

Ask us how we will tailor this program to your organisation or team. Benefits are that we tailor the:

- *Content* to suit your organisation's needs.
- *Delivery* to reflect your procedures, values, examples and terminology, which encourages participants to apply their new skills in their roles.
- *Duration* to suit the availability of your team members and your budget.

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