

PROJECT PROPOSAL PRO-FORMA



Project Development Pro-Forma

New projects (form can be used for a new project or core costs)

1. Provide a brief summary of the proposed project.

200 word max: this is your accelerator pitch to someone coming new to your work: what do you want to do, who is it aimed at and many people will benefit, how will it be delivered, when will it be delivered, what will the outcomes be?

2. What evidence do you have to suggest that your proposal is needed?

200 word max: e.g. consultation with proposed beneficiaries; findings from previous work undertaken, including evaluation or impact studies; research studies.

3. Innovation

200 word max: what is innovative about the proposal? What in particular might make it attractive to funders?

4. Strategic fit

200 word max: where does the proposal sit in terms of your current strategy? Does it align with any other strategies (e.g. City Council Biodiversity Strategy, Natural England, Arts Council Strategy etc.)? Is the project a one off or do you want to develop and sustain it?

5. Nuts and bolts

What resources do you need to deliver the project (human e.g. staff and volunteers; equipment; operational costs etc.)

Likely number of beneficiaries involved in project?

Who are they and where are they?

What's the likely budget?

What will you spend money on?

Are you able to contribute any of your resources as matched funding?

How will you monitor the project and evaluate its success?

Please return completed form to chris@think-funding.co.uk