



ANNOUNCEMENT

“PROJECT PROPOSAL WRITING SKILLS” TRAINING COURSE

Ha Noi, 02 - 05 May 2012

1. COURSE INFORMATION

Time : 02 - 05/05/2012 (4 days)

Morning: 08:00 – 11:30; Afternoon: 13:30 – 17:00

Venue: Cultural House of Yen Phu Ward, 1/15 Alley 189, An Duong St., Tay Ho, **HA NOI**

Language: Vietnamese

Trainer: Expert LE DAI TRI

2. TRAINING FEE

550,000 VND/ day (Including documents, study equipments; tea-break).

Certificate fee: **150,000 VND**

Local civil social staff will be discount 10% tuition (excluding certificate).

3. AIMS AND OBJECTIVES

This training aims to provide participants with the skills and knowledge to write the project proposal.

After completion of this training the participants should be able to:

- Develop a project proposal with the log frame
- Write a project proposal with the good structure

FOR ENQUIRIES AND REGISTRATION, PLEASE CONTACT:

Via email:

Social Development Training Center (SDTC)

Room B009, Ton Duc Thang University

Nguyen Huu Tho St., Dist., 7, HCMC

Mr. Bao – 093 797 5445 – ĐT: (08) 2242 6789

Email: sdtc@tdt.edu.vn or trungbao2011@gmail.com

Website: <http://sdtc.tdt.edu.vn>

Direct registration:

Research and Development Center for Physical – Psychological – Intellectual Health (RCPIH)

Cultural House of Yen Phu Ward, 1/15 Alley 189, An Duong St., Tay Ho, Ha Noi

Ms. Huyen – 0904 606 965

Deadline for registration: 17 April 2012



4. CONTENT

| Date | Content |
|--------|--|
| 02 May | <ul style="list-style-type: none">• Concept of the project and the components of the project based on the Logical Log frame• Task Preparation before writing the project proposal• Analyze problems with the problem tree method• Develop the objective tree• Concept of Log frame |
| 03 May | <ul style="list-style-type: none">• Build long-term objectives and short-term objectives• Develop the project's outputs• Develop the objective indicators, the output indicators, and the source of verification• Develop the project's activities |
| 04 May | <ul style="list-style-type: none">• Develop the assumptions• Some tips on writing a project proposal• Understand the sponsors• The structure of a project proposal• Write a project proposal based on CROP |
| 05 May | <ul style="list-style-type: none">• Write the summary of a project proposal• Write the background of a project proposal• Write the body of a project proposal and how to write the implementation process |

5. TRAINER INFORMATION: Expert LE ĐAI TRI

- Mr. Tri has over 20 years project management experience working in a variety of areas including Project Assessment, Project Management, Project Monitoring and Evaluation, Participatory Project Planning, Communication Strategies, Strategic planning...
- His practical experience comes from working with community-based projects and advising INGOs.
- Mr. Tri is known to many for his active and exciting teaching style, and especially for his drawings, and funny and meaningful stories. His easy-going demeanour makes him a favourite teacher to all.