Guide for Writing Project Proposals

This is a summary of how to write good, concise proposals for course projects. The focus of this summary is on programming or implementation projects, but the general ideas can be applied to most proposals. The recommended lengths of sections are given assuming a document length of 2 to 5 pages. Use appropriate scaling for longer proposal documents.

Sample Outline

The following is a sample outline for a project proposal. Note that all questions for a section may not apply to your proposal, and should be used as a general guide only.

1. **Introduction** (1 or 2 paragraphs)
   - Motivation Sentence
   - Summarize the problem (1 or 2 sentences)
   - Summarize the solution (1 or 2 sentences)
   - Describe format of rest of proposal (sections, etc.)
2. **Motivation** (1 to 3 paragraphs)
   - What is the history of the problem?
   - Why is this problem interesting?
   - When and why does the problem occur?
   - Is the problem already solved? What is done now?
   - Are there any similar systems or solutions to the one you propose? If so, reference and very briefly explain them.
   - Are there are possible improvements to current solutions?
3. **Project Summary** (1 paragraph)
   - What in general will this project achieve? (Do not delve into details or timelines.)
4. **Project Details**
   - *Architecture and Environment* (2-3 paragraphs + figures)
     - Describe the project environment (software, hardware, languages, organizations, etc.)
     - Diagrams and figures are useful here if appropriate.
     - What software, hardware, or tools will you use?
   - *Implementation Issues and Challenges* (2-3 paragraphs)
     - What will be the most difficult issues and challenges in the implementation?
     - How are you using or extending current tools/systems for your problem?
     - What makes your project unique?
   - *Deliverables* (3-5 paragraphs - point-form may be used for some of the description)
     - What will the project produce? (program, report, etc.)
     - Describe in relative detail the features of each of the project's products.
     - You may wish to separate deliverables into phases and indicate optional components given time.
     - **Emphasize what your project contributes or achieves!**
   - *Timeline* (1 paragraph - point-form is suitable)
     - Provide an estimated timeline of project deliverables and important dates.
5. **Conclusion** (1 paragraph)
   - Summarize the project including the problem, motivation, and proposed solution, and re-state important (planned) contributions.

Project Proposal Writing Guide

Anne Langley,Jonathan Wallace

Project Proposal Writing Guide:

The Project Proposal Writing Handbook , *Proposal Writing for the DNP Project* Wanda Bonnel,Katharine V. Smith,2025-04-05 Confidently navigate the DNP proposal process with proven strategies practical tools and expert tips for success Writing a DNP Project proposal doesn t have to be overwhelming This comprehensive easy to use guide walks you through each stage from identifying a problem to finalizing your proposal Gain expert strategies and utilize structured templates and practical tools to build a strong evidence based project Stay organized meet deadlines and impress stakeholders your DNP success starts here What s New Expanded focus on quality improvement aligns with the latest DNP Project standards and best practices New guidance on AACN Essentials ensures projects meet current academic and professional expectations Enhanced project planning tools included updated checklists templates and timelines for better workflow More real world examples and case studies illustrates successful proposals with practical insights Stronger emphasis on dissemination covers publication strategies conference presentations and avoiding predatory journals Key Features Step by step guidance on proposal writing with expert tips real world examples and essential tools for a successful DNP Project Confidently develop and complete your DNP Project with clear guidance improved writing skills and a well structured proposal Clear structured learning with step by step guidance checklists real world examples and reflection questions to enhance student comprehension Expert authors with decades of experience in nursing education proposal writing and guiding DNP students through successful projects **A Practical Writing Guide for Academic Librarians** Anne Langley,Jonathan Wallace,2010-05-11 Mastering the skills necessary for clear effective writing can make writing tasks flow more easily This book helps academic librarians who are new to the profession or new to a supervisory or management position as well as those who want to be more productive and make the their writing for work go more smoothly From progress reports to project plans cover letters to case studies and book reviews to blogging readers will find examples and how tos for most of the types of writing they need to do in their academic library careers Discusses the importance of style and audience Analyzes and guides the reader through the types of writing that academic librarians use in their everyday work Includes information on presenting data specifically tables graphs and charts **Guide to Research Projects for Engineering Students** Eng Choon Leong,Carmel Lee-Hsia Heah,Kenneth Keng Wee Ong,2015-07-28 Presents an Integrated Approach Providing Clear and Practical GuidelinesAre you a student facing your first serious research project If you are it is likely that you ll be firstly overwhelmed by the magnitude of the task and secondly lost as to how to go about it What you really need is a guide to walk you through all aspects of the researc *Proposal Writing for Clinical Nursing and DNP Projects, Second Edition* Wanda Bonnel,Katharine V. Smith,2017-07-28 Amazon 11 reviews for 5 star average Excellent very helpful to the point concise without leaving out important details Really helps and is easy to understand This practical concise and accessible guide for graduate students and advanced clinicians delivers step by step guidelines for integrating

research and best evidence to produce concise well written project proposals Health care professionals in advanced practice are increasingly being asked to be able to deliver clinical project proposals using best evidence for advancing quality patient care With the same must know clinical scholarship tools of the first edition this revision provides practical guidelines of common project models for developing and writing a tight proposal from start to finish while leaving room for the unique nature of most clinical project topics The second edition includes a completely new chapter on quality improvement concepts new project proposal abstracts and new information specific to the DNP project from the AACN Using the same three part organization to walk through the intricacies of planning writing and completing scholarly project proposals this new edition also adds new key features to keep readers engaged with the text and their own ongoing or forthcoming proposal Chapters have been updated to include websites for additional learning as well as advice from DNP students who have themselves successfully completed project proposals Reflective questions tips for completing proposals exemplars and reader activities throughout the book facilitate readers greater understanding of projects and subsequent proposals New to the Second Edition A new chapter on quality improvement concepts Advice from DNP students who have themselves completed proposals Chapter updates and edits for enhanced clarity Websites for additional learning New information specific to the DNP project based on guidance from the AACN Increased emphasis on the Project Triangle an important foundational structure Key Features Provides topflight guidance in proposal writing for DNP and other nursing clinical projects Details parameters for integrating scholarship with clearly communicated professional objectives Contains numerous writing prompts and questions that guide students in reflective scholarly writing Offers examples of good writing reflective questions and tools for self assessment Offers helpful tips for making proposals concise yet complete **Proposal Writing for Clinical Nursing and DNP Projects** Wanda Bonnel,Katharine V. Smith,2021-07-31 Update includes content to help students complete the DNP Project Now in its third edition this bestselling text is a concise step by step proposal writing guide that has helped thousands of students produce quality project proposals For the first time this new edition includes content to help students move beyond the proposal phase Two new chapters will help students complete the DNP Project and create the final report The third edition is extensively revised with new information about ongoing clinical scholarship opportunities and an Instructor s Manual full of suggestions to engage students and help them progress through this demanding process This edition continues the Advice from DNP Students segment along with new tips for getting started introductory objectives and final summary points in each chapter to help students hone their skills New to the Third Edition Delivers two completely new chapters on Finalizing Your Proposal and Project Moving Your Project Proposal to Completed Project Moving your Project to Written Final Report Instructor s Manual that includes chapter objectives overviews questions and teaching tips to consider and student activities all designed to help the student progress Key Features Student checklists Examples of successful Quality Improvement projects Sample Proposal Abstracts Unique Project Triangle to provide

structure to student work Interactive exercises to keep students engaged including reflective questions writing prompts and self assessments Sample student problems and resolutions boxes to help students deal effectively with roadblocks And much more **Proposal Writing for Nursing Capstones and Clinical Projects** Wanda Bonnel,Katharine V. Smith,2013-07-17 While advanced practice nursing students generally have good clinical skills many lack the clinical scholarship capabilities that are required for writing scholarly proposals The only resource of its kind this is a practical guide for MSN project students and DNP capstone students who must plan and organize their clinical projects into quality proposals It provides the requisite guidelines for integrating research and best evidence with clearly communicated professional objectives The book s how to approach helps to demystify the organization and packaging of advanced practice clinical projects into tight proposals The text includes an overview of basic scholarly approaches required for professional communication that support a diverse array of clinical project topics Students interact with the content via ongoing prompts and questions that guide them in the kind of reflective writing that facilitates greater understanding of their projects and subsequent proposals Chapters are organized into three broad sections with a logical flow toward completion of planning writing and communicating a project proposal Each chapter is consistently organized to include objectives tips for making proposals concise yet complete and tools for self assessment Also included are key point summaries reflective questions and writing prompts Additionally the book provides plentiful checklists five exercises that jump start the process examples of good writing and additional resources for further study Key Features Provides topflight guidance in proposal writing for nursing capstones and clinical projects Details parameters for integrating scholarship with clearly communicated professional objectives Contains numerous writing prompts and questions that guide students in reflective scholarly writing Includes a project triangle framework exercises to jump start the process examples of good writing reflective questions and tools for self assessment Offers helpful tips for making proposals concise yet complete **The Foundation Center's Guide to Proposal Writing** Jane C. Geever,Foundation Center,2004 4 of 4 people found the following review helpful **Writing Proposals** Edoardo Binda Zane,2016-10-17 Writing Proposals aims at making it easier for your project to access a grant with two tools industry best practices and a field tested proposal template This book is mainly for projects that wish to access public grants and will give you A downloadable proposal template and budget sheet An A to Z methodology to write your proposal and budget developed over 7 years of practice In depth explanations for each proposal section Several examples of paragraph texts 7 Writing techniques to make your project s case better 26 Proposal Specific writing tips Proposal Writing is a daunting task we have to follow strict guidelines and a process we aren t familiar with On top of that we need to present our project in the best possible light all within a very tight deadline Doing everything and doing it perfectly is possible but it requires time time to read to understand to plan and to write Time unfortunately is the resource we lack the most and we might not be able to build the necessary expertise via practice This is where I come in I put my time in this book so you don t have to waste yours

This book is a collection of the best tools tricks and techniques developed in 7 years of grant writing Every single tool or concept has been field tested and refined via trial and error Writing Proposals is divided in three sections SECTION 1 is an A to Z guide on how to write a proposal It provides a workflow a sample proposal structure and a downloadable proposal template and budget sheet Each one of its chapters provides a detailed explanation of the different building blocks First Steps of Proposal Writing Outline of the Technical Proposal Introduction Context and Proposal Structure Methodology Organisation and Staffing Budget Review and Finalization SECTION 2 focuses on Writing Techniques for Proposals meaning what you can do to write your text better faster and to make it more effective Here we go over 7 fundamental tools for better writing SECTION 3 lastly is a collection of 26 Proposal Specific Writing Tips that is a series of adjustments you can use in your text right away that make your document more readable and easier to follow At the end of the book you will find the proposal structure for quick reference and a methodology to calculate your personnel s hourly rate **The Complete Writing Guide to Preparing Reports, Proposals, Memos, Etc** Carolyn J. Mullins,1980 *The Complete Writing Guide to NIH Behavioral Science Grants* Lawrence M. Scheier,William L. Dewey,2008 The Complete Writing Guide implements the very latest technical information on NIH grants submission covers the most competitive awards and reviews key strategies for writing successful NIH grants in the behavioral sciences The book provides a step by step guide and can help even the most seasoned grant writer achieve a higher level of proficiency writing and submitting federal grants **Handbook For Writing Proposals** L. Baugh,Robert Hamper,1995-01-11 A practical guide to developing and writing winning business and marketing proposals this book covers all the basics from picking the right projects to bid on to doing initial research to producing the document to following up **Physical Educators' Guide to Successful Grant Writing** Louis Bowers,2005 **Field Guide to Project Management** David I. Cleland,2004-07-29 Publisher Description **Proposal Writing** ,1990 **The Consultant's Guide to Proposal Writing** Herman Holtz,1986 A how to guide that focuses on marketing strategies and tactics detailing usefulness of proposals in marketing of consulting skills The book offers training in the art of writing effective proposals outlining typical proposal writing problems anticipation of the client s needs and research along with the most effective ways to use proposals to achieve marketing goals teaching the basics of effective writing in proposal preparation Also included are 37 illustrations of principles *Engineers' Guide to Technical Writing* Kenneth G. Budinski,2001 The ability to write clearly is essential for career advancement in any technical field This book provides easy to follow guidelines methods and rules that will make you a more efficient technical writer Whether you re an experienced writer or a reluctant one you will benefit from the many insights and tips presented in this book Describes how to write clearly and concisely by presenting the essential attributes methods and objectives of good technical writing Provides an easy to follow writing strategy that will help you arrange and prioritize your thinking before you actually start to write Includes techniques that make good writing less of a challenge Features checklists and step by step procedures that will help even the

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