

Guidelines for Project Proposals*

A technical proposal, often called a "Statement of Work," is a persuasive document. Its objectives are to

1. Identify what work is to be done
2. Explain why this work needs to be done
3. Persuade the reader that the proposers (you) are qualified for the work, have a plausible management plan and technical approach, and have the resources needed to complete the task within the stated time and cost constraints.

What makes a good proposal? One attribute is *appearance*. A strong proposal has an attractive, professional, inviting appearance. In addition, the information should be easy to access. A second attribute is *substance*. A strong proposal has a well-organized plan of attack. A strong proposal also has technical details because technical depth is needed to sell your project. Remember: A proposal is a persuasive document.

Required Format

Format consists of the layout and typography of a document. In formatting your proposal, use the guidelines in Table 1. A template to produce your proposal exists at the following web page:

http://www.writing.eng.vt.edu/design/proposal_template.doc

One aspect of layout is the incorporation of illustrations. In your proposal, each illustration should have a name and be formally introduced in the text. Illustrations consist of figures and tables. Figures include photographs, drawings, diagrams, and graphs. Each figure should have a stand-alone caption, and the key points and features should be labeled. Tables are arrangement of words and numbers into rows and columns. Use tables to summarize lists that the audience will try to find later (the budget, for instance).

Table 1. Format guidelines for requested proposal.

Aspect	Description
Font for headings	Boldface serif or sans serif; size in accordance with hierarchy
Font for text portion	12-point serif such as Times New Roman or Book Antiqua
Margins	Standard, at least 1 inch
Layout	One column, single-sided
Paragraphing	Indented paragraphs, no line skip between paragraphs in a section
Page number	Bottom centered
Figure names	Numbered: Figure 1, Figure 2, Figure 3, and so forth
Figure captions	Below figure in 10 point type
Table names	Numbered: Table 1, Table 2, Table 3, and so forth
Table headings	Above table in 12 point type

* Adapted from Guidelines at the Penn State Learning Factory: <http://www.lf.psu.edu/>

Project Design Proposal Writing

J Elliott



Project Design Proposal Writing :

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

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

Managing Natural Resources for Development in Africa Washington Odongo Ochola,P. C. Sanginga,Isaac Bekalo,2010 The complex and dynamic interlinks between natural resource management NRM and development have long been recognized by national and international research and development organizations and have generated voluminous literature However much of what is available in the form of university course books practical learning manuals and reference materials in NRM is based on experiences from outside Africa **Managing Natural Resources for Development in Africa** A Resource Book provides an understanding of the various levels at which NRM issues occur and are being addressed scientifically economically socially and politically The book s nine chapters present state of the art perspectives within a holistic African context The book systematically navigates the tricky landscape of integrated NRM with special reference to Eastern and Southern Africa against the backdrop of prevailing local national regional and global social economic and environmental challenges The authors wide experience the rich references made to emerging challenges and opportunities and the presentation of different tools principles approaches case studies and processes make the book a rich and valuable one stop resource for postgraduate students researchers policymakers and NRM practitioners The book is designed to help the reader grasp in depth NRM perspectives and presents innovative guidance for research design and problem solving including review questions learning activities and recommended further reading The book was developed through a writeshop process by a multi disciplinary team of lecturers from the University of Nairobi Egerton University Kenyatta University the University of Zimbabwe the University of Malawi Makerere University and the University of Dar es Salam In addition selected NRM experts from regional and international research organizations including the World Agroforestry Center ICRAF the Africa Forest Forum RUFORUM IIRR and the International Development Research Centre IDRC participated in the writeshop and contributed material to the book

Research Administration and Management Elliott C. Kulakowski,Lynne U. Chronister,2006-01-16 This book is Print on Demand Orders take 4 6 weeks to fulfill The United States workforce consists of over 150 000 research administrators who manage the nation s 100 billion annual investment in research and development **Research Administration and Management** is written for any individual who is involved in the leadership development management and support of this research The text will guide

readers with information and motivation to gain further knowledge and develop their skills as research administrators This comprehensive text provides examples of concepts and case studies a glossary of terms and acronyms and references to books specific journal articles and relevant federal regulations Topics covered throughout range from a review of research administration to the infrastructure necessary to support the research to project development and post project plans Research Administration and Management is an excellent reference for research managers and administrators in colleges universities hospitals and research institutes receiving federal research funds Grant and contract funding groups will also benefit from the wide range of information in this text 2006 916 pages

How to Write Winning Grant Proposals Vivian L. Salit, Kathleen G. Manatt, 1997 *Grant Proposal Writing* Blanche Woolls, 1986-06-24 Covers all the steps from developing an idea to managing a funded project

Tools and Tactics of Design Peter G. Dominick, 2001 This text uses an integrated and interactive set of materials to teach students about the process of engineering design Using a very strong engineering context and providing an experiential resource this material exposes students to the cognitive and interpersonal skills required to execute the design process and introduces them to some of the productivity tools used by engineers Phases of the design process are covered which reflect the new ABET accreditation criteria These areas include Defining the Problem Formulating Solutions Developing Models and Prototypes and Presenting the Design Topics on Decision Making Communication Collaboration and Self Management are also presented in order for students to learn how these various skills are best applied to each phase of the design process Suitable for a freshman sophomore Introductory Design course Dominick s book can also be used for some upper level design courses The text is meant to support student work on a variety of design projects regardless of engineering discipline

"Enhancing the Capacity of NGOs/CBOs to Effectively Implement Community Based HIV/AIDS Activities" Kenya AIDS NGOs Consortium, 2003 *Women and Development* Caroline Pezzullo, 1983 The purpose of these Guidelines is to assist women in planning programmes and projects that advance the status of women and at the same time provide the links necessary to ensure their participation in the development process at the community national regional and international levels

Introduction to Geographic Field Methods and Techniques John F. Lounsbury, Frank T. Aldrich, 1986 *Annual Report* Philippines. Bureau of Agricultural Research, 2012 A Basic Manual for Developing Vietnam Veteran Employment Services by Community-based Organizations Flower of the Dragon, inc, 1979

1992 Job Analysis Survey Philip G. Kuehl, 1992 **Fund-raising and Proposal Writing Manual** Emily Gantz McKay, 1990 Research Management Review , 1991 Planning Local Solar Projects , 1981 Technical Report Series , 1976 *ASHRAE Journal* , 1993

Project Design Proposal Writing Book Review: Unveiling the Magic of Language

In an electronic digital era where connections and knowledge reign supreme, the enchanting power of language has become apparent than ever. Its ability to stir emotions, provoke thought, and instigate transformation is actually remarkable. This extraordinary book, aptly titled "**Project Design Proposal Writing**," written by a very acclaimed author, immerses readers in a captivating exploration of the significance of language and its profound effect on our existence. Throughout this critique, we will delve to the book's central themes, evaluate its unique writing style, and assess its overall influence on its readership.

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