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# PROACT

*(Professional development & Actions in Civil Society)*

## The Journey

From project development, bid writing, to project management

**FREE**



**Organisational and capacity building programme for 3rd sector groups.**

**Wednesday 10th September 2014**

**10.00am - 4pm**

**The Workspace**

**All Saints Road**

**Wolverhampton**

**WV2 1EL**



### The Journey:

From project development, bid writing to project management, is to help you make the necessary connections between the different components and the range of skills involved in all three areas. The course will help to develop project, write successful bids and keep project on track even in the toughest, most unpredictable times.

### Who is it for?

This course is designed for individuals, volunteers, staff, managers and anyone within the 3rd sector who wish to gain or refresh knowledge of how to initiate, manage project write bid and build on and improve their understanding of the key issues faced in a variety of environment requiring a diversity of skills and competences.

### What do I get out of it?

For the individual:

- Become familiar with the key concepts, processes, decision making models, tools and techniques recommended and widely accepted as good practice in all three areas
- Develop a deeper understanding of projects as complex socio-technical arrangement
- To appreciate why projects can fail and how this can be avoided
- Be aware of the skills, knowledge & competencies useful to adequately respond to the challenges of today in project development, bid writing and project management

For the organisation:

- To increase awareness and capability within the organisation to reduce the risk of failure demotivation and 'burn out'.

### Consultancy Service:

Please note that this course includes one 2 hour free consultancy per organisation who attends. Consultancy provision must be booked by 31st October 2014 and can only be used towards providing advice or information on the areas covered in the course.

This course will have the following timing:

9:45am Registration  
10.00am Course Starts  
12.30pm Lunch  
4.00pm Course ends

Refreshments will be provided throughout the course and a light lunch at 12.30pm.

### **Booking details**

To book a place on this training course or seek further information, please contact us using one of the following methods .

Email: kenneth.rodney@cfed.org.uk or anna.wilkes@cfed.org.uk

Phone: 01902 877530 or 01384 456166

Or return the slip below to The Proact Programme C/O

The Workspace, All Saints Road, All Saints, Wolverhampton WV2 1EL

**Name:** \_\_\_\_\_

**Organisation:** \_\_\_\_\_

**Tel No & Email:** \_\_\_\_\_

**No. of places requested:** \_\_\_\_\_