

HELP!



I NEED
A Keith Hammond
PROPOSAL

Preparing For a Proposal	04
Lots of Research But No Structure	05
A Structure But No Flow	XX
Flow But No Form	XX
Form But No Facts	XX
Facts But No Fortitude	XX
Fortitude But No Financials	XX
Financials But No Promises	XX
Promises But No Pathways	XX
Pathways But No Supporting Documents	XX
Supporting Docs But No Recommendations	XX
Recommendations and Now You're Ready	XX

Let's Get Started...

TABLE OF CONTENTS

Preparing For A Proposal

CHAPTER ONE

4

PREPARING FOR A PROPOSAL

A proposal is often the first document people see when you are trying to do business with another company, working to earn government contracts, or just to get your foot in the door because you know you can do a better job. Whatever the need, if your proposal doesn't meet the standards of the person who will be reviewing it, you may as well not write it.

This book guides you through the process of creating dynamic proposals that capture the attention of those who read it, but there are some things you will need to do before getting started:

RESEARCH

Whatever proposal you are starting, do your research first. Look at how the competition is doing things, look at other people or company's ideas to see how they were successful at it, even talk to the people who are going to receive your proposal to see if they have any data from past award or contract recipients, etc., whatever you have to do, do it first.

GATHER AND PRINT ALL YOUR DOCUMENTS

After you've done the research, find a place to work. It should be a place large enough to lay out all your documents where it won't be interrupted or disturbed in any way for at least a couple of weeks. Once you've located such a place, print every document you have related to the preparation of your proposal. You should end up with piles of paper. Don't worry about putting them in order yet because you'll get it wrong. We're going to put them into categories next. You'll need a good black marker and a set of 2 or 3 highlighters for this next step.



Brother Keith Hammond

ABOUT THE AUTHOR:

Brother Keith is a born again Christian. He is a Spirit-led man of God, teacher and author. His life has been transformed from things such as pride and prison to passion and purpose.

God is the author of the Bible. It is meant to be our instruction manual, our roadmap home. Without it, we are lost. Use the information in these books to help you and others.

God destroys the darkness behind us, to direct us toward our destiny ahead. So whatever you do on your journey, never turn back. God bless you in your walk with Christ. Amen.

LessonsForLifeBooks.com

Title: Help I Need A Proposal

ISBN: 978-1-938588-77-8



[print version]
Printed: \$9.99 U.S.
eBook: \$4.99 U.S.