



*Presented by*  
**Management Forum**

# Mastering Grant Writing: Essential Skills for Crafting Winning Proposals

**9-10 October 2025**  
+ 13-14 January 2026

This course provides a comprehensive guide to grant writing, covering funder identification, proposal development, submission strategies, post-submission processes, partnerships, technology use, and ethical considerations.



**Format:**  
Live online



**CPD:**  
12 hours for your records



Certificate of completion

# Course overview

**This course is designed to provide participants with a comprehensive understanding of the grant writing process, from identifying potential funders to submitting persuasive and impactful proposals.** The sessions will equip attendees with strategies to craft competitive grant proposals and navigate the complexities of post-submission processes. The course will also cover techniques for leveraging partnerships, utilising technology, and addressing ethical considerations in grant writing.

## Benefits of attending

- **Identify** funding opportunities that align with their project goals
- **Tailor** grant proposals to meet funder requirements and expectations
- **Write** compelling and persuasive proposals that highlight the project's significance and feasibility
- **Use** feedback to improve proposals and handle rejections or resubmissions
- **Leverage** technology and partnerships to enhance proposal quality
- **Navigate** the ethical considerations associated with grant writing

## Who should attend?

- Those seeking funding for research projects, academic initiatives, or scholarly collaborations who want to enhance their proposal-writing strategies
- Executive directors, program managers, and development officers focused on securing grants to support programs, services, and mission-driven projects
- Individuals who oversee project design, budgeting, and execution, ensuring proposals align with funders' expectations and organisational goals
- Individuals with limited experience in grant writing who aim to build foundational skills while also gaining insight into more advanced strategies for competitive proposals

# Programme

## Day 1

### Introduction to grant writing

- Definitions and types of grants
- The grant-making process
- Overview of funding agencies and their missions

### Researching funding opportunities

- Identifying potential funders
- Funder guidelines

### Preparing your proposal

- Components of a grant proposal
- Tailoring your proposal to the funder
- Crafting each section (executive summary/abstract, problem statement and significance)

### Preparing your proposal (cont'd)

- Crafting each section (budget and resources, expected impact and outcomes)

### Writing with impact: persuasive language and tone

- Techniques for persuasive writing to highlight project significance
- Avoiding jargon while maintaining technical accuracy

## Day 2

### Peer review and editing before submission

- Importance of feedback and revisions
- Formatting and presentation tips

### Post-submission

- Follow-up and communication with funders
- Handling rejections and learning from feedback
- Responding to reviewer feedback for a competitive resubmission

### Leveraging technology in grant writing

- Overview of artificial intelligence (AI) tools for content generation and editing
- Ethical and quality considerations when using AI in scientific writing

### Common mistakes and how to avoid them

- Avoiding proposal pitfalls
- Missteps in budgeting

### Leveraging partnerships and collaboration in proposals

- How to effectively incorporate partnerships and collaborations into your proposal
- Demonstrating the added value of partnerships in achieving project outcomes and funder objectives

### Navigating ethical considerations in grant writing

- Ensuring integrity in grant proposals
- Ethical issues in reporting and accountability



## **Samaa Al Tabbah**

Dr. Samaa Al Tabbah holds a B.S. in Medical Laboratory Technology (MLT) from the American University of Beirut (AUB) and a Pharm D. in Clinical Pharmacy from the Lebanese American University (LAU). After graduation, Dr. Al Tabbah held a position as a chief pharmacist at the World Health Organization (WHO), Beirut office. At a later stage, she established a pharmacy in Beirut, where she served as a community pharmacist for over 6 years. Dr. Al Tabbah is a strong supporter of the Children's Cancer Center in Lebanon where she served as a volunteer for 4 years. She also acts as a consultant and mentor at the Egypt Scholars Inc. and the International Pharmaceutical Students Federation (IPSF) where she works closely with mentees providing them with concrete clinical and research skills that allow them to identify new research topics, discover new techniques, and pursue a strong career development plan.

Through her work, she has been involved in clinical research; more specifically, in training workshops carried out at the national and international level, in the delivery of sessions on different aspects of the conduct of clinical research, as well as in the conduction of different international clinical research projects. She is the author of many scientific papers published in peer-reviewed journals as well as a book titled "The Clinical Research Process from Initiation to Publication". She is an editorial member of two peer-reviewed scientific journals. She is an Assistant Professor at University Institute for Nursing (Lebanese Red Cross), where she delivers Pharmacology, Microbiology and, Public Health, Community Health, and Clinical Research courses. She was lately appointed as the Global Pharmacovigilance Society Ambassador of Lebanon where she also acts as an acting board member of the society.

# Course dates

<b>9-10 October 2025</b>	<b>Live online</b> 09:00-17:00 <b>UK (London)</b> (UTC+01) <i>Course code 15648</i>	GBP <b>1,299</b> <del>1,499</del> EUR <b>1,819</b> <del>2,099</del> USD <b>2,087</b> <del>2,399</del> <b>Until 04 Sep</b>
<b>13-14 January 2026</b>	<b>Live online</b> 09:00-17:00 <b>UK (London)</b> (UTC+00) <i>Course code 15649</i>	GBP <b>1,299</b> <del>1,499</del> EUR <b>1,819</b> <del>2,099</del> USD <b>2,087</b> <del>2,399</del> <b>Until 09 Dec</b>

## How to book



**Online:**  
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Alternatively contact us to book, or if you have any queries:



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**Phone:**  
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## Discounts

- Booking more than one delegate on any one date qualifies for a **30% discount** on the second and subsequent places.
- Most events qualify for an **early booking discount** prior to 6 weeks before the course date. Be sure to check on our website, where the latest discounts will be shown.

## Further information

**Fee**  
The fee includes all meals and refreshments for the duration of the course (for venue-based courses) and a complete set of course materials (provided electronically). If you have any particular requirements, please advise customer services when booking.

**Please note**  
IPI Academy (and our training partners) reserve the right to change the content and timing of the programme, the speakers, the date and venue due to reasons beyond their control. In the unlikely event that the course is cancelled, we will refund the registration fee and disclaim any further liability.

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