



School of Information Studies  
**SYRACUSE UNIVERSITY**

## **Proposal Development – Essential Points to Address**

- What is the mission of the funder?
- Is your project in line with their needs?
- What will you do?
- Why is it important?
- What has been done previously?
- How will you do it?
- What are the expected outcomes/deliverables?
- How will you know if you have achieved your goals?
- Why are you qualified?
- How does your project benefit society?
- What resources will you need?

**Remember : You need to convince the funder/reviewers that they should spend money on your project.**

*As soon as you know you want to prepare a proposal, contact Eileen ([X5692](mailto:X5692_eeallen@syr.edu)) [eeallen@syr.edu](mailto:eeallen@syr.edu) for assistance!*