

# Partnership Training Program Proposal

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Partnership Training Program Proposal

## 1. Introduction

Introduce the purpose of the proposal and the organizations involved.

## 2. Objective of the Training Program

Outline the goals and objectives of the training program.

## 3. Target Audience

Describe the participants who will benefit from the training.

## 4. Training Methodology

Explain the approaches and techniques to be used during the training.

## 5. Program Outline

Provide a brief overview of the training schedule and topics covered.

## 6. Roles and Responsibilities

Define the roles of each partner involved in the training program.

## 7. Budget and Funding

Include a detailed budget breakdown and funding sources.

## 8. Evaluation and Assessment

Describe how the training program's effectiveness will be measured.

## **9. Conclusion**

Summarize the expected outcomes and request for partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]