



## RISING WOMAN PROPOSAL WRITING GUIDELINE

### About Rising Woman

Monitor Publications Limited's (MPL) flagship brand Daily Monitor in partnership with **dfcu** Women in Business Program and Uganda Investment Authority-UIA are running the second season of the **Rising Woman** campaign. **The objective of the campaign includes** recognizing, celebrating and promoting a culture of mentorship among women in business in Uganda.

Several activities including countrywide power talks, mentorship programs, business Expo are lined up. But that's not all, an all-expenses paid study trip to Nairobi for the top 10 winners and cash prizes of up to UGX 30 million is up for grabs for the top 3 winners. Women entrepreneurs are therefore urged to send in their project proposals following the guidelines herein to stand a chance to win the study tour trip and cash prizes.

### Who qualifies?

Registered businesses in the following categories:

1. Business/trading women, 2. Agribusiness, 3. Small scale investors,

**Note:** The business must be 50% owned by a woman/women and domicile in Uganda.

### Where to pick up the guidelines

- Download the guidelines from [www.dfcugroup.com](http://www.dfcugroup.com), any **dfcu** branch, UIA offices or Daily Monitor offices.

### How to submit

- Drop 2 fully signed hard copies at any of the **dfcu** branch, UIA offices or Daily Monitor offices
- Email to Leslie Mutumba [lmutumba@ugandainvest.go.ug](mailto:lmutumba@ugandainvest.go.ug) or Women in Business Programme [WIBP@dfcugroup.com](mailto:WIBP@dfcugroup.com)

### Prizes to win

1. Winner - 15 million shillings
2. 1st runner up - 10 Million shillings
3. 2nd runner up – 5 million shillings
4. An all expenses study tour trip in Nairobi for the top 10 women.

**Deadline:** Friday, 20<sup>th</sup> September 2019

**Contact Persons:** dfcu Bank -0800222000 or Joshua – 0701-770983

## PROJECT PROPOSAL GUIDELINES

### 1. SUMMARY

The summary should contain the following elements:

- Brief identification and purpose of your organization/business
- The purpose and anticipated result of this proposal
- The impact that the proposal will have on the community
- Highlight the uniqueness/key differentiator of your business proposal
- The type of support needed

### 2. INTRODUCTION

- Introduce your organization/business here

### 3. NEEDS/PROBLEMS

- Identify the need/ problem
- Impact of problem to Uganda or target audience

### 4. GOALS/OBJECTIVES

State the desired goals and objectives to address the needs/problems stated above. Also include key benefits of reaching goals/objectives.

### 5. PROCEDURES/SCOPE OF WORK

Provide detailed information about proposed procedures, if available, and the scope of work. Include information on activities such as recruiting, training, testing, and actual work required.

### 6. TIMETABLE

Provide detailed information on the expected timetable for the project. Break the project into phases and provide a schedule for each phase. *Phases are optional*

Phases	Description of Work	Start and End Dates

### 7. BUDGET

State the proposed costs and budget of the project. *Phases are optional*

Phases	Description of Work	Cost
<b>Total</b>		<b>\$ 0.00</b>

### 8. ENDORSEMENTS

Provide the names and addresses of individuals and companies who support and endorse the project.

## 9. APPENDIX

Provide supporting material for your proposal, this can include;

- Company history
- Copies of company registration form
- Statistics or estimates
- Other relevant information or correspondence

## Terms & Conditions

### Participation in the Proposal Writing Competition

1. The competition is only open to female entrepreneurs of adult age.
2. Participants shall be female entrepreneurs who individually or jointly own at least 50% of a business that is formally registered and domicile in Uganda.
3. Female entrepreneurs who work with any of the sponsoring partners are not eligible to participate.
4. Proposals shall follow the format provided in the proposal writing guideline document which is available on the **dfcu** website, all **dfcu** branches, Daily Monitor offices and all UIA offices. Proposals that do not meet the requirements provided therein shall not be allowed.
5. Proposals shall be submitted by delivering 2 hard copies at any **dfcu** branch, Daily Monitor office or UIA office. Submission may also be done online by sending an email to Leslie Mutumba at [lmutumba@ugandainvest.go.ug](mailto:lmutumba@ugandainvest.go.ug) or to Women in Business Program at [WIBP@dfcugroup.com](mailto:WIBP@dfcugroup.com).
6. Submission of Proposals will close on Friday, 20<sup>th</sup> September 2019 at midnight (the “Closing Date”).
7. Proposals will be reviewed and evaluated by a panel of Judges whose decision will be final.
8. The Top 20 Participants with the best evaluated proposals shall each be required to make a personal presentation before a panel of Judges who shall then select the winner, the 1<sup>st</sup> and 2<sup>nd</sup> runner up.
9. Participants may be required to get involved in various media engagements (on TV, Radio, Print and Online) and their stories may be shared with the general public on the platforms selected by **dfcu**, Daily Monitor and Uganda Investment Authority. Each participant shall be deemed to have consented to being part of such media engagements by submitting their application.
10. The top 10 winners from the first season of Rising Woman are not eligible.

### Rising Woman Business Trainings

1. The competition is only open to female entrepreneurs of adult age.
2. Participants shall be female entrepreneurs who individually or jointly own at least 50% of a business that is formally registered and domicile in Uganda.
3. Participants in Kampala shall register for the training at any **dfcu** Branch, Daily Monitor office or UIA office.
4. Participants from outside Kampala shall register with the District Commercial Officer.
5. The training will be conducted in various sessions across the country. Details of the sessions can be obtained from the District Commercial Officer, any **dfcu** Branch, Daily Monitor office or UIA office.



6. Availability of seats at the training sessions will be on a first come basis.

The Organizers reserve the right to amend the General Terms at any time. Participants are encouraged to check the dfcu website regularly for any such changes.