

Grant Writing Retreat Programme



The Grant Writing Retreat is a focused, week-long programme designed to support early- and mid-career researchers with prior exposure to grant writing in developing competitive, funder-aligned research proposals. The retreat offers dedicated time, expert input, peer collaboration, and practical tools to move draft ideas closer to submission-ready applications.

*The retreat is part of the **drsh** initiative to build long-term capacity in scientific leadership and research competitiveness.*

| Day 1 – Setting the Stage | | |
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| Time | Item | Person |
| 09:00 – 09:20 | MLW Housekeeping | Jani Chirambo |
| 09:20 – 09:50 | Welcome from DRSH & Outline of the Programme | Kate Mangulama and Prof Kondwani Jambo |
| 09:50 – 12:00 | Experiences from previous Fellowship Awardees | A/Prof Brenda Kwambana, A/Prof Augustine Choko, Prof Khuzwayo Jere, |
| 12:00 – 13:00 | Lunch Break | |
| 13:00 – 14:00 | Focused topic: Funders and Their Needs | Prof Kondwani Jambo |
| 14:00 – 15:00 | Group Practical Session: How to Find the Right Funder | All |
| 15:00 – 15:30 | Tea Break | |
| 15:30 – 16:30 | Group Presentations: Funder Preferences | All |
| Day 2 – Sharpening the Research Idea | | |
| 09:00 – 10:00 | Focused topic: Overview of The Grant Writing Process | Prof Kondwani Jambo |
| 10:00 – 11:00 | Focused topic: Research Questions, Aims, and Objectives | Prof Kondwani Jambo |
| 11:00 – 12:00 | Group Practical Sessions (4 Groups) | All |
| 12:00 – 13:00 | Lunch Break | |
| 13:00 – 15:00 | Group Practical Sessions (Continued) | All |
| 15:00 – 15:30 | Tea Break | |
| 15:30 – 16:30 | Group Presentations: Research Questions, Aims, and Objectives | All |



| Day 3 – From Strategy to Structure | | |
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| Time | Item | Person |
| 09:00 – 10:00 | Focused topic: Grantsmanship – Common Pitfalls and Red Flags | Prof Kondwani Jambo |
| 10:00 – 12:00 | Individual Session: Grant Writing Time | All |
| 12:00 – 13:00 | Lunch Break | |
| 13:00 – 14:00 | Focused topic: Budgeting | Dan Mumba and Asimenye Kayuni |
| 14:00 – 15:00 | Focused topic: Articulating Impact, Research Environment & Research Culture | Prof Kondwani Jambo |
| 15:00 – 15:30 | Tea Break | |
| 15:30 – 16:30 | Paired Work: Peer Review of Grant Drafts | All |
| Day 4 – Feedback, Reviewers, and Reflection | | |
| 9:00 – 12:00 | Mini workshop: Clarifying Your Research Idea with AI - Without Losing Originality | Prof Kondwani Jambo |
| 12:00 – 13:00 | Lunch Break | |
| 13:00 – 15:00 | 🎁 Surprise Session | All |
| 15:00 – 16:00 | Focused topic: Inside the Mind of a Reviewer | Prof Kondwani Jambo |
| Day 5 – Final Outputs and Peer Sharing | | |
| 09:00 – 12:00 | Individual Session: presentations | All |
| 12:00 – 13:00 | Lunch Break | |
| 13:00 – 15:00 | Individual Session: presentations | All |
| 15:00 – 15:30 | Tea Break | |
| 15:30 – 16:30 | Final Summary, Feedback & Closing Remarks | Prof Kondwani Jambo and Kate Mangulama |

