HOW TO CRAFT A SUCCESSFUL PROJECT FUNDING PROPOSAL



Your step-by-step guide to securing funding and transforming student outcomes through data-driven school improvement.

Brought to you by Pivot Professional Learning

Pivot



CREATING A SUCCESSFUL PROJECT FUNDING PROPOSAL

It's budget time!
But finding the time to write up a comprehensive “Project Funding Proposal” to secure funding approval can be tricky.

This guide from Pivot Professional Learning provides a framework for creating a comprehensive document to successfully secure funding, crafted by insights from working with hundreds of school leaders across Australia.

What's Included In The Guide
A comprehensive template for developing your case for Pivot funding.

Made For School Leaders
School leaders and administrators seeking funding for educational improvements.

Goal Of The Guide
Create a compelling, data-driven business case that secures funding and focuses on the most important goal of all: improved student outcomes.

HOW TO USE THIS GUIDE

This guide is meant to be a step-by-step template with examples included to help you.



Add Your School Details

Fill in each section with your school's specific information, strategic priorities, and budget needs.



Customise Your Plan

Adapt the template to reflect your school's unique context and specific strategic goals.



Include Data & Evidence

Strengthen your case by including relevant data and evidence to support your business case.



Present to Leadership

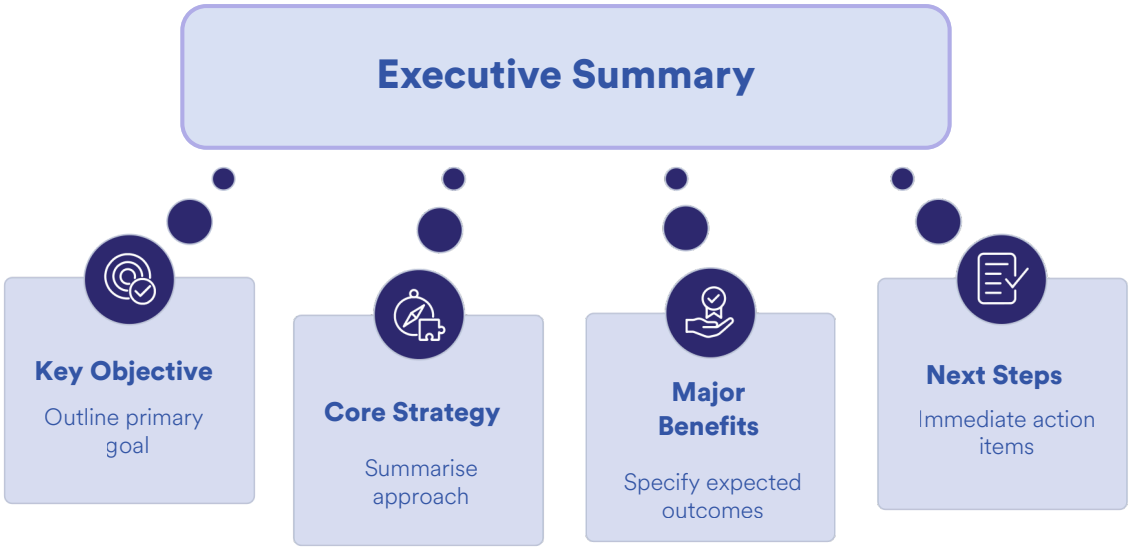
Present your completed business case to your school leadership team, business manager, and budget committee for review and approval.

Date:	*[Date of Submission]*
Project Title:	*[Include a Project Title Relevant for Your School]*
Prepared For:	*[School Leadership Team, Business Manager, Budget Committee]*
Prepared By:	*[Name & Role of Proposer]*
School:	*[Your School Name]*



EXECUTIVE SUMMARY: 2026 SCHOOL IMPROVEMENT PLAN

Guidance: Provide a brief overview of your school improvement plan and highlight the key strategies that require budget allocation. Explain, with the necessary level of detail, how your recommended purchase will support the achievement of your school's goals.



Example Executive Summary:

This Project Funding Proposal has been developed to support the implementation of our **School Improvement Plan (SIP)** and guide the allocation of resourcing aligned to our improvement priorities. The SIP outlines a whole-school strategy focused on strengthening student learning, engagement and wellbeing through collaborative practice, evidence-informed teaching and a clear focus on impact.

One of our key priorities is to establish consistent and high-impact approaches to assessment, feedback and **professional learning across all Key Learning Areas.** This includes supporting teachers to engage in reflective practice that is informed by student experience and aligned with our **2026 Annual Improvement Plan (AIP)** goals.

To enable this, we propose the adoption of **Pivot's School Improvement Platform**. This platform provides timely and actionable insights that support staff goal setting, faculty planning and whole-school monitoring of progress.

This investment will support our ongoing commitment to a learning culture where reflection, data and collaboration drive continuous improvement.

STRATEGIC PRIORITIES FOR SCHOOL IMPROVEMENT IN 2026

Guidance: List 2-3 key strategic priorities from your School Improvement Plan (SIP) that will be the focus of your business case. For each priority, include the rationale, specific targets from your Annual Improvement Plan (AIP), and proposed solutions.

Example

2.1 School-wide Strategic Priority:
Enhancing Teaching Quality across all Key Learning Areas



1. Rationale

Explain why this priority is important for your school.

Example

As outlined in our SIP, we are committed to strengthening pedagogical **practice** to deliver a high-quality **student learning** experience. To achieve this, we must empower our teachers with targeted, timely, and confidential feedback from **anonymised student surveys** that allow for continuous professional growth and enhances **teaching effectiveness.**



2. Key AIP Target(s)

List specific, measurable targets related to this priority.

Example

100% of Key Learning Areas (faculties) use at least insight from Pivot's **evidence-based surveys** to drive a professional learning cycle of inquiry.



3. Proposed Solution

Describe the resources, technology, or programmes needed to address this priority.

Example

The **Teaching Quality Insights (TQI)** module of the Pivot Professional Learning platform is a key mechanism for achieving this priority. It will provide the necessary **granular insights** from **anonymised student surveys** to inform our professional development and instructional strategies, ensuring an **evidence-based** approach to reflective practice and identifying high impact teaching strategies for student learning progress.

PROJECT FUNDING PROPOSAL BACKGROUND

Guidance: Describe the specific technology, resources, or programmes you're requesting budget for. Explain how each component directly supports your school improvement priorities.

Example

The Pivot Professional Learning platform is a key enabler of our professional growth and school improvement strategy. It supports our goal of embedding consistent, reflective teaching practices across all learning areas by providing timely feedback, student voice insights and data-informed reflection tools.

Pivot Professional Learning: Key Strategy for Our Improvement Plan

Component/Investment A: Pivot - Teaching Quality Insights (TQI) Module

What it is: Anonymised student feedback surveys tailored for Lower Primary (Level 1), Upper Primary (Level 2), and Secondary (Level 3) students, providing **granular insights** into teaching effectiveness.

How it supports the SIP: Provides specific, objective data on student learning experiences through **evidence-based surveys.** This allows us to build a culture of reflective practitioners, and support us in making data-informed decisions about professional learning and pedagogical improvements, directly addressing our SIP priority to enhance teaching quality.

PROJECT IMPACT MEASURES

Guidance: Clearly articulate the benefits and outcomes expected from this investment. Be specific about how it will benefit students, staff, and the school as a whole.

Measurable Benefits for Our School:

For Students

Enhanced Learning, Stronger Student-Teacher Relationships, Student Participation : Through Pivot's granular insights, students will experience more responsive and engaging teaching, leading to stronger connections for our students with our school's instructional model, (etc etc)

For Staff

Targeted Professional Growth, Personalised Feedback, Opportunities for Teacher Collective Efficacy: Teachers receive confidential, actionable feedback from anonymised student surveys to inform their professional **practice,** directly aligning with our professional development budget and enhancing teaching effectiveness.

For the School

Strategic Alignment, Evidence for Tracking Against Strategic Priorities: This investment in Pivot is fully aligned with our SSP and crucially drives the achievement of our **2026 AIP targets** by providing accurate and timely data insights.

FINANCIAL BREAKDOWN

Guidance: Describe the specific technology, resources, or programmes you're requesting budget for. Explain how each component directly supports your school improvement priorities.

Example

This table outlines the budget request for Pivot Professional Learning as a critical component of our 2026 AIP, enabling us to drive school improvement with accurate and timely data insights.

Item	Cost (ex-GST)	Suggested Budget Line Item(s)
Pivot Teaching Quality Insights	$[TOTAL]	School Improvement Plan / Data Insights Dashboards / Professional Learning Budget / Student Voice, Agency and Partnership
Breakdown:		
Teaching Quality Insights - Annual Licence	$[Amount]	[Budget category]
Student Wellbeing Insights - Annual Licence	$[Amount]	[Budget category]
Additional Professional Development & Support (if applicable)	$[Amount]	[Budget category]

This investment in Pivot's evidence-based surveys, leveraging anonymised student surveys for teaching quality assessment and student wellbeing check-ins, is essential to our SIP and AIP, providing granular insights that directly contribute to enhancing teaching effectiveness and student learning outcomes.

RESOURCING REQUIREMENTS

To implement the Pivot platform effectively and ensure it supports our School Improvement Goals and AIP, the following resourcing will be required:

Leadership Oversight:
An Assistant Principal, executive team member or equivalent will oversee or be involved in implementation and alignment with AIP priorities.

Internal Lead:
A senior leader (e.g. Head of Teaching and Learning or Leader of Pedagogy) will act as the school-based lead, coordinating communication, scheduling, and staff support.

Staff Collaboration:
Middle leaders will be crucial to the program's successful implementation. It is recommended that this team comes together to plan an annual approach for effective program roll-out.

Time Allocation:

1 hour for staff onboarding and survey completion (per cycle)	1–2 hours per team for collaborative data reflection and action planning	Optional: Inclusion in existing PLT, KLA or whole-staff meetings

This approach is designed to integrate smoothly into existing professional learning structures with minimal disruption to teaching time.

Ongoing Support:
Pivot provides implementation guidance, onboarding and actionable practise resources, data insights coaching to support reflection and professional services to support schools further in developing actions from the data we provide.

ABOUT PIVOT

Pivot Professional Learning is Australia's leading school improvement platform, empowering school leaders to capture granular insights across teaching effectiveness and student learning, through evidence-based surveys, to set and monitor improvement goals.

Stay connected with our team and share your valuable insights as to what's contributed to successful project funding proposals in your school or system setting. We actively share valuable insights, professional development resources, and updates on school improvement strategies.

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