

Using ChatGPT and Microsoft Copilot for funding applications

Outline and agenda

Half-day (3-hour) session:

Virtual delivery

training@fasttrackimpact.com

Fast Track Impact

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Delivered from 2025 by the Institute for Methods Innovation,
a registered non-profit organisation.

Course description

This workshop is designed to help individuals and organisations use ChatGPT and Microsoft Copilot to increase efficiency and improve funding applications. Whether you are applying for grants, seeking investments, or soliciting donations, you will gain valuable insights and practical techniques to enhance the quality and impact of your proposals.

Through interactive discussions, hands-on exercises, and real-world examples, participants will learn to use these AI tools to create compelling narratives, address funder requirements, and improve the likelihood of securing funding for their projects.

Key benefits:

- Learn how to use ChatGPT and Microsoft Copilot's features to improve your funding applications.
- Discover techniques to create clear narratives that capture funders' attention and increase your chances of success.
- Gain insights into the evaluation criteria and priorities of funders, enabling you to tailor your proposals effectively.
- Use ChatGPT and Microsoft Copilot to simplify complex ideas and communicate clearly, resulting in polished, professional proposals.
- See how ChatGPT and Microsoft Copilot can help analyse data, generate insights, and create effective visualizations to strengthen your proposals.
- Understand the ethical implications of using ChatGPT and Microsoft Copilot and learn to avoid plagiarism, ensure proper attribution, and maintain ethical standards in your applications.
- Identify and overcome common challenges in proposal writing with ChatGPT and Microsoft Copilot's guidance to reduce errors and enhance success.

At the end of this workshop:

- Receive slides and links to useful resources you can borrow and adapt for your work.
- Prof Jensen, Dr Jensen and Dr George continue to answer all questions from participants via email after the course, guaranteeing a response to all questions within one week.

Indicative agenda

Start: 09:30 am (20-minute break included)

Part 1: Groundwork for using ChatGPT and Microsoft Copilot effectively

- ChatGPT and Microsoft Copilot overview
- Alternative LLMs (Google Gemini, Claude 2)
- Custom instructions
- Prompt engineering

Part 2: Using ChatGPT and Microsoft Copilot for funding proposals

- Using ChatGPT and Microsoft Copilot to identify relevant funding opportunities
 - Research and select funders
 - Understand funding guidelines and deadlines
- Using ChatGPT and Microsoft Copilot to develop your funding proposal
 - Planning proposal to address funding guidelines
 - Drafting the funding proposal
- Using ChatGPT and Microsoft Copilot to enhance your funding proposal
 - Steps to strengthen funding proposals
 - Gain insights from ChatGPT and Microsoft Copilot feedback using different personas
- Q&A session/discussion

Close: 12:30 pm

About Fast Track Impact

[Fast Track Impact](#) is an international training platform, delivered by the [Institute for Methods Innovation](#), a non-profit organisation. Its mission is to change the way busy researchers generate and share knowledge so that their ideas can change the world and they can get their thinking time back.

Fast Track Impact runs training for researchers from every discipline, from PhD students to Professors, from departmental away days to cross-institution training days. It has trained 15,000+ researchers from more than 200 institutions in 55 countries.

About the trainers



Professor Eric A. Jensen

Prof Jensen is a social scientist with a PhD from the University of Cambridge in sociology. He is part-time professor at the University of Warwick, where he has led courses on public engagement with science, science policy, audience research and social research methods (including surveys and statistics). He is also a doctoral research supervisor for the University of Oxford. As a visiting research scientist at the National Center for Supercomputing

Applications at the University of Illinois, Jensen works on a Sloan Foundation-funded project on research software policy.

Prof Jensen has 20+ years of research and practice experience in social research, evaluation, public and policy engagement and science communication. He has delivered hundreds of training workshops on evaluation methods and evidence-based science communication, as well as leading and consulting on projects large and small on public engagement with research, impact evaluation, socially responsible research, and environmental communication. Prof Jensen also serves as an Independent Ethics Mentor for European Commission-funded projects, reviewing data management and ethics planning. He has extensive experience in ethical approval processes in higher education.



Dr Aaron Jensen

Dr Aaron Jensen's social research experience includes nearly a decade of leading and supporting roles in the design, coordination and delivery of 30+ research and innovation projects globally. He has demonstrated proficiency and expertise as a professional evaluation consultant with advanced social research methods in a wide range of real-world contexts.

His social research portfolio includes postdoctoral-level contributions to eight European Commission-funded (H2020) projects requiring expertise in social research. He has

co-authored numerous competitive proposals and grant applications that secured awards from national, government, and higher education funders for large-scale, multi-national projects.

Dr Jensen often works at the intersection between research and technical teams to ensure robust methodologies, data management and data protection (GDPR). He has co-founded multiple enterprises and research initiatives and co-developed an innovative, propriety digital research technology to maximise the efficient delivery of advanced research protocols with process automation and dynamic insights with real-time analytics.



Dr Andrew George

Dr George is responsible for creating and implementing civic science projects. These initiatives focus on understanding methods that utilise community strengths and resources, ensuring that research is conducted collaboratively with communities rather than being imposed on them. Dr George's work emphasises partnership and active involvement of community members in the research process.

Andrew currently leads a project funded by the Dana Foundation. The project aims to explore innovative methods that can be consistently replicated and expanded to aid community-led initiatives in addressing issues where neuroscience and societal concerns intersect. Essentially, the project seeks to develop practical strategies that communities can use to solve problems related to both brain science and social issues.

What people are saying about this course

"This workshop exceeded my expectations regarding what I learned about Chat GPT generally and its application for developing research proposals. Even though I use Chat GPT daily, I haven't had time to keep up with its constant change, so having that information was very useful. Then, I also learned of applications for writing research proposals that I had not previously considered. As a result, I'll be in great shape for a proposal I'm currently preparing to increase its effectiveness and reduce the time I need to develop it."

"I have a much better understanding about ChatGPT and it has taken away a lot of the "fear" that I may have around it. I realised how much it can really do."

"This was an excellent workshop touching all points I expected and more. I would need a bit more time to digest and try out the techniques myself, but this is to be expected in a compact, intensive course."

"Now I have a better understanding of different ways ChatGPT can be used in the context of funding opportunities and applications."

"The presenters' insights on the topic beyond the practical use of Chat GPT was the most useful and interesting for me."

"I'm a lot more confident on how ChatGPT can be used and the limitations of ChatGPT. It was a fantastic training!"