

2024-2025 PTBM Grant Application Planning Sheet

Use this sheet to organize your responses and gather all required documentation ahead of submission.

1. Date of Application
2. School/Organization Name
3. Contact Name (First/Last)
4. Phone
5. Email
6. Social Media Links for Organization (if applicable)
7. Program/Project Title.
8. Brief Description of the Program/Project.
9. How does this program/project align with PTBM's mission?
10. Target audience (age group, demographics, number of participants).
11. Geographic area served.
12. What are the main goals of the program/project?
13. What specific outcomes are you aiming to achieve?
14. How will the program empower or benefit youth in the community?
15. Describe the community need this program addresses.
16. How will this program make a tangible difference in the community?
17. What metrics will you use to measure success?
18. What is the total amount of funding requested?
19. Provide details on the total project/program budget.
20. Are there other sources of funding or in-kind contributions for this program?
21. How will the program be sustained beyond this grant?
22. Are there plans for future funding?
23. What is the proposed start and end date of the program?
24. Provide a brief timeline of key activities/milestones.
25. Are there any partners or collaborators involved in this program? If so, please provide details.
26. Have you previously received funding from Proud to Be Me? If yes, what was the outcome of the funded project?
27. Supporting Documents:
Please upload- Attachments (budget, detailed project plan, past reports, letters of support, etc.) Maximum 5 files.
28. I agree to. Keep a record of all receipts and expenditures relating to the grant received and provide Proud To Be Me with a short report summarizing the event or program offered. Describe in the report the program's progress in achieving the purposes of the grant, as outlined by the criteria and the grant proposal and include a detailed account of the uses or expenditure of all grant funds as well as copies of receipts or invoices.