THE GOVERNOR-GENERAL’S PROGRAMME FOR EXCELLENCE (GGPE)

I Believe Initiative (IBI) Webinar Series

Proposal Template

|  |  |
| --- | --- |
| **Project Lead:**  State the name and age of the IBI Ambassador that is leading this project. The person must be between the ages of 18 and 30 years old. |  |
| **Team Members:**  State the names of the IBI Ambassadors that will form the project team. You must include no less than 3 people. |  |
| **Parish:** |  |
| **Name of Project:**  Think carefully about the name of your project, ensure that the name accurately reflects the scope and aims of the project. |  |
| **Project Description (200 words):**  Describe the **issues** that your project is trying to address, the **solutions**, **targeted audience** and whether or not the project is a **service** or a **project**. The project description should reflect the theme *Civic Participation in Youth Empowerment and Education,* and clearly show how the project will address the issues highlighted. |  |

**Project Work Plan**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activities | Timelines | Person Responsible | Resources Required | Expected Outcomes |
| List specific action items that form your project. | State the duration of time for each activity. | State the name of the IBI Ambassador responsible for each activity | List the resources for each activity to help with forming your budget. | State the intended outcome as a result of each activity. |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Budget**

Please be reminded that the grant will be $100,000 only.

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Quantity | Unit Cost | Total Cost |
| List the items to be considered in your budget. Reference the resources section of your work plan. | State how much of each item you will require. | State the cost for one (1) unit of each item listed. | Multiply the quantity figure by the unit cost for the total cost. |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |