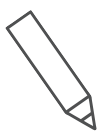


# PROJECT TIMELINE

All projects are different, therefore so are all project timelines. This timeline gives you an example of a typical project.



## Begin your project design

Begin to explore key parts of your project: who will the project benefit? How will the project benefit the community?

## Make Key Project Decisions

Talk with your adult supervisor to plan a cost-breakdown and timeline for your project.



## Send off Your Grant Application

Send off (by post or electronically) your application form. If you are under 13 years, a parent or guardian will need to sign the form. Check your adult supervisor has submitted their form.

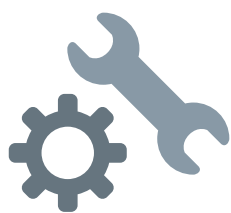


## Successful Applications

If your application has been approved by the board, you will receive a letter in the post and a cheque will be sent to you or your adult supervisor.

## Implement Project

Run your project! Remember - your adult supervisor is there to support you.



## Send a report to PBF

After your project has finished, please send BPF a written report about your project. Please include pictures of your project for us to share.

## Come up with an idea

After identifying a problem or cause in your community, begin to develop an idea for your project.



## Choose an adult to be your supervisor

You will need someone over the age of 21 years to be your adult supervisor, such as a teacher or youth worker.

## Download application forms



Download or print our project application form and the adult supervisor form.

## Continue planning

After submitting your grant application, wait patiently to hear back from us and continue to plan your project and communicate with your adult supervisor.

## Project planning a-go

With your grant, you can finance the costs of your project and continue the planning.



## Complete Project

Great job!