

# PREPARE.



## GOLD LEVEL

### PROGRAM PLANNER



PATHWAY  
GRANT CONSULTANTS

# PROPOSE.

# PROCURE.



[pathwaygrantconsultants.com](http://pathwaygrantconsultants.com)

# Gold Level Program Planner: *Example*

Use this document to help design and clarify the purpose, detail, and desired outcome of your program. Repeat this process for each of your programs.

**Program Name:** Fresh Start Emergency Homeless Shelter

**Program Dates/Frequency:** Year-round, ongoing

**Program Location:** Fresh Start Emergency Services - 123 Help is Here Lane, Asheville, NC 28788

**Program Leadership & Partners:** Fresh Start Emergency Services - John Doe, Program Director; Self Empowerment LLC - Jane Doe, Professional Counselor  
3 Part-time Case Managers

## **Brief Description:**

Fresh Start Emergency Homeless Shelter provides emergency housing to low-income, homeless Asheville, NC veterans. Through our program, clients receive housing, food, and wrap-around services including education assistance, employment training, and counseling. Each person receives a case plan designed for their specific needs and is assigned a case manager who helps with goal setting and achievement as they work toward self-sufficiency.

# Gold Level Program Planner: *Example*

## Adjoining Programs:

- Financial Literacy
- G.E.D Course
- Counseling

## Reach and Desired Outcomes:

- Provide housing and services to 80 homeless veterans by 12/31/2021
- Help 70% of clients secure gainful employment by 12/31/2021
- Help 70% of clients secure permanent housing by 12/31/2021
- Help 50% of clients earn their G.E.D by 12/31/2021

## Budget and Budget Detail:

Program Director Salary & Benefits: \$56,000  
Contract Group Counselor 30/hr x 1-hr sessions (52 total sessions): \$1,560  
PT Case Managers: \$24,000 x 3 managers: \$72,000  
Financial Literacy Course: \$800  
G.E.D Course Materials: \$1,000  
Food: \$16,000  
Utilities: \$18,000  
Laundry, Linen and Housekeeping Supplies: \$1,000  
Total: \$166,360

# Gold Level Program Planner

Use this document to help design and clarify the purpose, detail, and desired outcome of your program. Repeat this process for each of your programs.

**Program Name:** \_\_\_\_\_

**Program Dates/Frequency:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

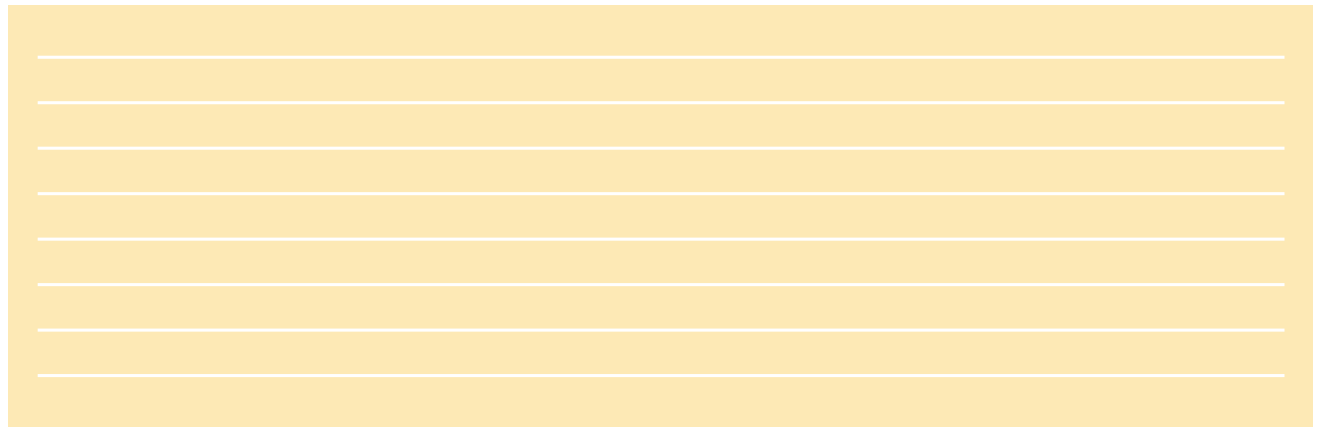
**Program Location:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Program Leadership & Partners:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

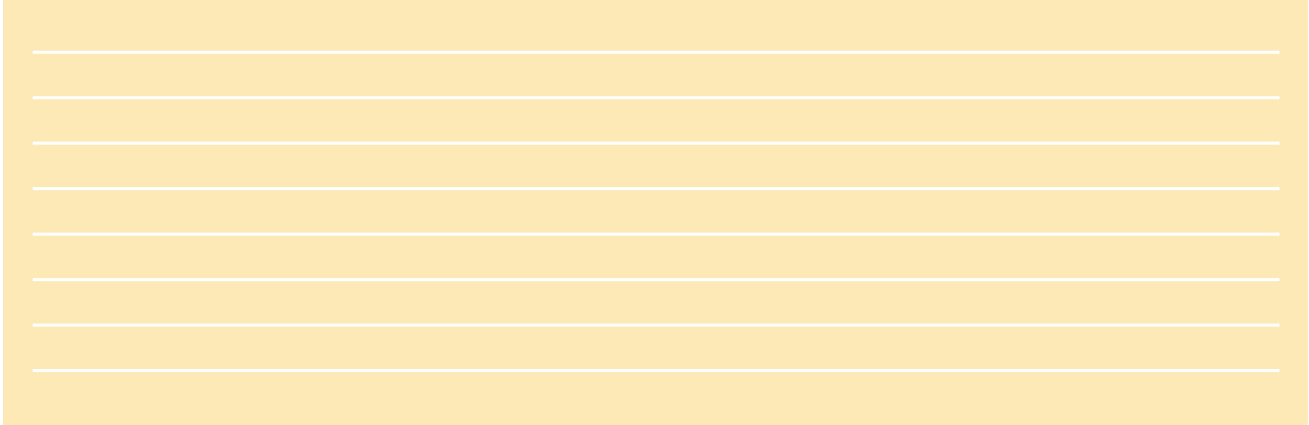
**Brief Description:**



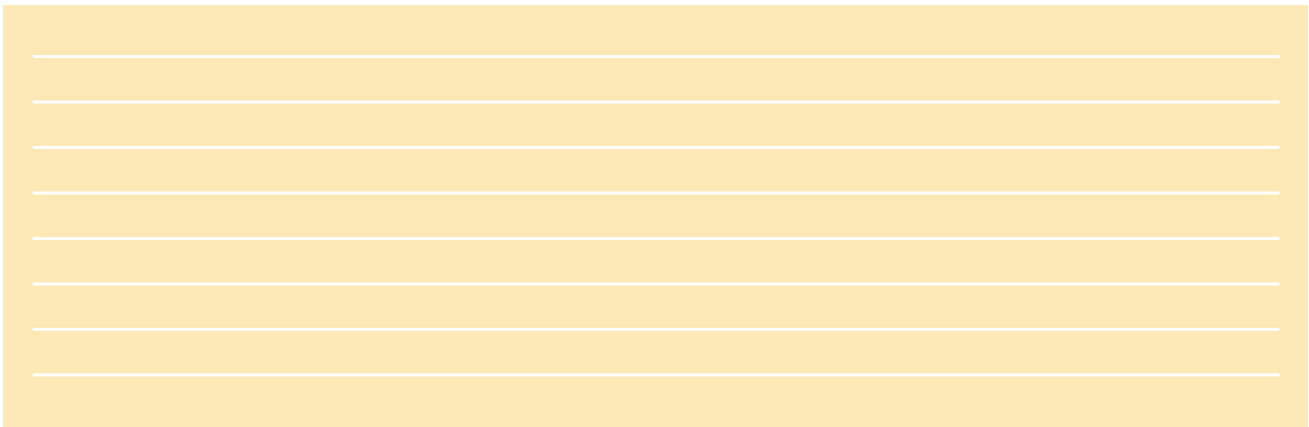
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Gold Level Program Planner

## Adjoining Programs:



## Reach and Desired Outcomes:



## Budget and Budget Detail:

