



PENSACOLA AND PERDIDO BAYS ESTUARY PROGRAM

2021- 2022 Community Grant APPLICATION

Project proposals must include:

- Signed Cover Letter indicating authority to apply for grant (1-page maximum)
- Completed Application Form
- Budget Worksheet (Excel Attachment)

Optional Additional Documents:

- Project Map (as appropriate)
- Other critical documents (e.g. permits or permit applications)

Instructions: Once complete, send your cover letter, application, and budget worksheet to Logan McDonald (lmcdonald@ppbep.org).

All proposals must be received before **11:59 p.m. on August 3, 2021**. Late submittals will not be considered.

Project Title:

Organization Name:

Organization Address:

Description of Lead Organization:

501 c(3) Educational Institution

Local Government Other

Primary Contact within Lead Organization

Primary Contact Name:

Primary Contact Position:

Primary Contact E-mail:

Primary Contact Phone:

Project Partners (organization names and primary contacts)

First Partner and Primary Contact:

Other Partners and Primary Contacts (as needed):

Project Abstract (250 words):

Total Amount Requested (not to exceed \$50,000): \$

Please explain how partial funding might impact or affect this project:

Have you received a PPBEP grant before? Yes No

Matching Contributions Proposed:\$

Type (in-kind, cash, etc.):

Proposed Grant Start Date (earliest start date is October 1, 2021):

Proposed Grant End Date (must be completed by May 31, 2022):

What city and county will the project take place in?

How did you hear about the Community Grant Program? Please select all that apply.

PPBEP Newsletter Partner Newsletter Social Media News

Word of mouth Website Other (please explain):

Required Permits, Approvals, and their status (if applicable, 100-word limit):

Project Description: Summarize the proposed project in 500 words or less. Please include a brief overview of proposed project activities and outcomes and how they will contribute towards restoring the Pensacola and/or Perdido Bays.

Estuary Impact: Describe how the project activities will impact the community and target bay issues that result in restoration, enhancement, or protection of the bay systems and associated watersheds. State how the project will address one or more of the proposal categories identified in the RFP. (250 words or less)

Community Impact: List organizations, groups, volunteers and/or partners that will participate in the activities and explain how you will recruit them, if applicable. PPBEP recommends letters of support from all partners/cooperators in the project. How many people do you estimate your project will reach? Additional consideration will be given to proposals that demonstrate clear impacts within underserved communities. (250 words or less)

Project Approach: Clearly state the approach, methods, and analyses that will be used to accomplish the proposed project. Describe the proposed timing, deliverables, and measurable resource benefits identified for each phase of the project. When structuring project phases, please consider that payment will only be made upon the completion of a phase, following documentation that the defined measurable resource benefit and match requirement have been met. **Approach Summary:**

Task Timeline (Phases) and description:

Deliverables:

Measurable benefit of project on natural resources:

Project Monitoring and Evaluation: How will you measure the success of your project? Please be specific. (e.g., follow-up monitoring of a habitat restoration site, pre/post-tests). Please note any challenges or limitations you anticipate in conducting this monitoring or the interpretation of anticipated results. (250 words or less)

Demonstration of Applicant Ability: Describe why you and/or your organization will be successful at implementing your proposal. What are your organization's qualifications? List key individuals, their role in the project, and describe their qualifications relevant to project implementation.

Budget Narrative: Provide a detailed description of how the total budget will be spent across project phases and identify the timing, type (cash or in-kind) and source of match for each phase of the proposed project. Include details for the information requested in the Budget Worksheet, such as personnel being paid with PPBEP grant funds (by position), hours per individual (if not in table), purpose of contracts, etc. If volunteer hours are included as match, describe hours worked, number of volunteers, and hourly value (see Budget Categories and Descriptions for details). For large, multi-partner projects, be sure to describe which sources of match are dedicated to the PPBEP-funded elements of the project.

Other: Provide any further information important for the review of this proposal, including ancillary benefits such as community engagement through volunteerism; creation of a regional model for others to replicate; new partnerships; building upon and applying open-source science tools.