



PENSACOLA & PERDIDO BAYS ESTUARY PROGRAM

2025-2026 Community Grant VOLUNTARY PRE-APPLICATION

☐ By selecting this box, I understand that the Voluntary Pre-Application does not guarantee funding for the proposed project and is only intended to give interested applicants an opportunity to receive feedback from PPBEP staff before the full application period opens for the 2025-2026 Community Grant Award Cycle. *Community Grant Program funding is contingent upon funds being allocated during the approval of the State of Florida's budget.*

Voluntary Pre-Applications must include:

- ☐ Completed Voluntary Pre-Application Form

Optional Additional Documents:

- ☐ Project Map (as appropriate)

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

All voluntary pre-applications must be received before **11:59 p.m. CT on April 1, 2025**. Late submittals will not be considered for the voluntary pre-application period.

Inquiries about the 2025-2026 Community Grant Voluntary Pre-Application can be emailed to info@ppbep.org. Applicants should read the 2025-2026 Community Grant Request for Proposals in its entirety before submitting a voluntary pre-application.

Project Title:

Fiscal Host Organization Information

The Fiscal Host Organization is the entity that will expend funds for reimbursement.

Fiscal Host Organization Name:

Fiscal Host Organization Address:

Description of Fiscal Host Lead Organization (must be one of the following to be eligible):

- ☐ 501c(3) ☐ Educational institution ☐ Local government (includes special districts)

Authorized Official Information

The Authorized Official may vary depending on your organization (e.g., department head, director, etc.) but is based off of your organization's internal process to approve grant applications.

Authorized Official's Name:

Authorized Official's Title:

Authorized Official's E-mail:

Authorized Official's Phone:

Principal Investigator Information

The Principal Investigator is who will be the main project lead and point of contact for the proposal. If the Principal Investigator is different than Fiscal Host Organization's Authorized Official, please complete:

Principal Investigator's Name:

Principal Investigator's Title:

Principal Investigator's E-mail:

Principal Investigator's Phone:

Project Partners: Please list the organization names and primary contacts, including phone numbers and emails, for committed partners that will be involved in the project.

Total Amount Requested (minimum of \$10,000 but not to exceed \$75,000, contingent on budget availability and authorization from the PPBEP Board of Directors): \$

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

Have you received a PPBEP grant before? ☐Yes ☐No

If yes, what year(s)?:

Proposed Project Start Date (earliest start date is October 1, 2025):

Proposed Project End Date (must be completed by December 31, 2026):

What city and county will the project take place in?

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 positively impact the health of Pensacola and/or Perdido Bays.

CCMP Alignment: Please select the proposal categories that your project will address and describe how the project will align with the Estuary Program's CCMP Action Plans. *Please only select the categories that are relevant to your proposal; a project does not need to address all categories to be eligible or selected for funding. (250-word limit)*

- ☐ Water Quality
- ☐ Sedimentation
- ☐ Habitat Restoration
- ☐ Fish and Wildlife Conservation
- ☐ Watershed Awareness and Education
- ☐ Resilience
- ☐ Participatory Science (*involvement of community members in scientific monitoring/research*)

Project Approach: Please select the project approaches that your proposal will utilize: *Please only select the approaches that are relevant to your proposal; a project does not need to incorporate all approaches to be eligible or selected for funding.*

- ☐ Research *(that informs management and restoration efforts)*
- ☐ Restoration
- ☐ Education & Outreach
- ☐ Participatory Science *(involvement of community members in scientific monitoring/research)*

Project Approach Summary: Please clearly state the approach, methods, and analyses that will be used to accomplish the proposed project and describe the following (500-word limit):

- 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 completion of a phase, following documentation that the defined measurable resource benefit and match requirement have been met)*
- Anticipated estuary and community impacts from the proposed project
- How the proposed project will be evaluated in terms of success

Required permits, approvals, and their status: *Permits do not need to be complete at the time of the Voluntary Pre-Application or Full Application submission, however, state and federal permits can take months to obtain. We recommend beginning the process now and not waiting until notification of grant awards is issued. (if applicable, 100-word limit)*

Potential Challenges/Feasibility: Describe potential challenges (timeframe, permitting, weather delays, etc.) that could affect the outcome or success of the proposed project and steps that can be taken to mitigate potential challenges. (400-word limit)