



Clean Galveston Grant Proposal Application

Clean Galveston, Inc., d.b.a. Keep Galveston Beautiful, is a Non-Profit Organization dedicated to the preservation and beautification of Galveston Island through litter control, education, and advocacy. The purpose of this organization shall be charitable and educational, within the meaning of Section 501 (c)(3) of the Internal Revenue Code of 1954, as amended, to promote public interest in the general improvement of the environment of the City of Galveston. Goals of Clean Galveston are to initiate, plan, direct and coordinate programs for litter control for the community on a sustainable basis and to advise and recommend plans and distribute grants to non-profit agencies, not-for-profit organizations, and the public for the beautification and education of the City of Galveston. Clean Galveston strives to support interests that create noticeable, positive change within our community with projects and actions that enhance the beauty and cleanliness of our environment, both natural and man-made. Based on Clean Galveston’s current interest in improving our land-based environment, only grant applications pertaining to upland island activities and projects will be considered for awards.

Once per year as described in this Grant Proposal Application, Clean Galveston, Inc., dba Keep Galveston Beautiful, will offer grant(s), as further described in this Application, to qualifying nonprofit or for-profit, public or private, organizations operating within the City of Galveston, Texas.

APPLICATION DEADLINE: Applications MUST be submitted in PDF format via EMAIL ONLY to letscleangalveston@gmail.com and must be received no later than **June 1 of the granting year.**

Grant Process Reference Dates	
Application Due Date	June 1, 2026
Grant Committee Review Period	June 1 through June 30, 2026
Grant(s) Awarded by	July 6, 2026
Final Report Due	May 1, 2027
Deadline for Expending Grant Funds	May 1, 2027
In-person Presentation	May 2027

APPLICATION DETAILS: All applications must include the following information. Each proposal should be no more than 3 pages (excluding attachments). Please contact letscleangalveston@gmail.com for clarification in any area of proposal.

Organization Information:

- Name of organization including address, phone number.

- Organization Tx ID / EIN number, if applicable.
- Name and email address of contact person.
- Brief description of organization including mission statement and history.
- Annual operating budget (Please attach).
- Amount being requested.
- Public sources of information on the applicant organization, e.g. website, social media, etc.

Project/Program Information:

- Description of project/program including title, objectives and goals.
- Who will your project serve?
- If any plans, studies, and/or data which are related to this project are available, please provide.
- Describe how the project will be managed and provide name, title and email address for project manager(s).
- Description of collaborators involved with this project/program, if any.
- Describe the roles of each collaborating organization for this project/program.
- Describe how the project services will be delivered, e.g., use of contractor, goods and/or services.
- Describe the elements that make your project/service/program a unique fit for Clean Galveston, Inc.'s overall purpose as described above.
- Timeline of project/program - proposed start date, any milestones, anticipated completion date.
- Budget for this project/program (income and expenses)
- Describe your organization's fundraising plan for this project/program and include the following information.
 1. List all other organizations that provide funding for this project/program.
 2. List the amounts being solicited, received or pledged.
 3. If no funds have been raised to date for this project/program, describe how your organization has been successful in raising funds in past years.
 4. Describe the plan of action for this project/program if your organization is unable to raise the full amount needed pursuant to your fundraising plan.
- Include with this application copies of all third-party required permits or approvals needed to accomplish the project/program for which funds are requested.
- Grant award winners will be notified of their selection to receive funding, but funding will be pending by Clean Galveston, Inc., until needed permits/approvals are secured by the applicant.
- Plans for evaluation: please specify expected outcomes, including proposed methods for measurement and monitoring. Describe the impact these outcomes will have on the project or issue.

Granting Procedures and Limitations:

- Fund-raising benefits will not be considered or funded.
- Salaries or operational expenses are allowed but will not exceed 20 percent of the award amount. Include salaries and/or operational expenses as line items in the budget submitted in support of the application.
- Only one proposal per organization per year will be considered.
- There will be one granting cycle/year.
- Grants will be awarded on or before the first Monday of July.
- Grants will be awarded from a granting pool established every year by the Board of Directors of Clean Galveston, Inc. The applicant may apply for the entire amount of the established grant, or any part thereof, depending on need and strength of the application.
- Clean Galveston, Inc. requires a project completion report (“Final Report”) from the grant recipient. A Final Report is required following the expenditure of funds and should detail how the funds were spent and the success of the project. Accompanying photos (JPEG format) are required and rather than presented in the body of the Final Report should be presented separately. Funds must be expended, and the Final Report submitted, by May 1 of the following year. Failure to submit a Final Report will exclude the applicant from participating in future grant awards.
- **IF THE FUNDED PROJECT IS NOT COMPLETED, THE UNEXPENDED GRANT FUNDS SHALL BE RETURNED TO CLEAN GALVESTON, INC., UPON REQUEST**
- Upon completion, grant recipients must prepare and present in-person a short presentation to Clean Galveston. This presentation will be conducted in the month of May in the year following the year of the grant award. Specifics as to the format and length shall be provided to the grant recipient at the time of grant award.
- Successful applicants are encouraged to submit a grant request the following year based on need and project.

ACKNOWLEDGEMENT

The person(s) completing this Clean Galveston Grant Proposal Application for the proposed Grantee hereby acknowledges that the full application has been read and understood.

Signed: _____

Name: _____

Date: _____