



COMMUNITY CHOICE GRANT

50th Anniversary Community
Project Submission Form

The Rotary Club of Galveston Island and Rotary Club of Galveston Island Foundation Community Choice Grant allows community members to propose ideas, eligible proposals are developed into clear project choices, the public votes for the winning project, and Rotary funds the selected project. Rotary provides grant funding and oversight; the applicant or an approved partner is responsible for performing the work.

Important Dates

Community Vote Day – Thursday November 5, 2026

Submittal Due Date – Thursday October 15, 2026

Public Meeting - Submittal Review – Thursday September 10, 2026

Community Choice Grant Announcement – Friday August 14, 2026

Before You Begin

Use this checklist to confirm that your idea is ready for consideration.

- ☐ The project will provide clear public or community benefit in Galveston.
- ☐ The project can be completed by an eligible charitable organization meeting federal guidelines such as nonprofit, public agency, school, or community partner. Organization shall provide a copy of their IRS Exemption Determination Letter with their submittal.
- ☐ The project is specific enough to estimate cost, schedule, and results.
- ☐ The project does not primarily benefit one individual, private business, or political campaign.
- ☐ The project can be completed safely and with required permissions.
- ☐ The applicant agrees to participate in proposal development and public outreach if selected as a finalist.
- ☐ The project is not connected with a politically sensitive topic or would be negative attention to Rotary

1. Applicant Information

Applicant/Organization Name

Primary Contact

Email

Phone

Mailing Address

City / ZIP

Organization Type

Website / Social Media

Authorized Representative

Title

Organization History

Organization Mission

2. Project Snapshot

Proposed Project Name

One-Sentence Project Summary *Describe the improvement and who benefits.*

☐ Education & Youth

☐ Health & Wellness

☐ Environment

☐ Veterans & Military

☐ Neighborhood / Public Space

☐ Civic / Public Safety

☐ Food Security / Basic Needs

☐ Arts, Culture & Community

☐ Other: _____

Proposed Project Location *Include address, site, neighborhood, or service area.*

3. Community Need and Public Benefit

What community need, challenge, or opportunity does this project address?

Who will benefit, and approximately how many people could be reached?

How did you identify this need? *Examples: resident input, survey, service data, community meeting, waiting list, or direct experience.*

How will the project improve Galveston or strengthen the community?

4. Community Participation and Equity

Participatory budgeting emphasizes broad access, community voice, and fair distribution of benefits.

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|---|--|
| ☐ Residents helped develop the idea | ☐ Youth were consulted |
| ☐ Older adults were consulted | ☐ Historically underserved residents were consulted |
| ☐ Partner organizations were consulted | ☐ The idea came from an existing community plan or needs assessment |

Describe the community input received so far.

How will the project be accessible and inclusive? *Address physical access, language, cost, transportation, hours, or other barriers.*

How will community members be involved if the project is funded? *Examples: volunteer days, outreach, advisory role, programming, or stewardship.*

5. Project Plan and Feasibility

Describe the proposed project and the major activities required to complete it.

Who will perform the work? *Identify the applicant, contractor, public agency, nonprofit partner, or other responsible entity. Rotary funds the project but does not perform the work.*

What permissions, agreements, permits, or site approvals are required?

Proposed Start Date

Estimated Completion Date

Key Milestones

What risks or implementation challenges should be considered?

6. Budget

Provide a realistic estimate. Finalists may be asked to refine the budget with Rotary and provide supporting quotes or documentation.

Expense Item / Description	Estimated Cost	Other Funding	Amount Requested
TOTAL	\$	\$	\$

Budget Notes / In-Kind Support *Identify donated materials, volunteer labor, matching funds, or partner contributions.*

7. Results and Accountability

What specific results or deliverables will be completed?

How will success be measured? *Use practical measures such as people served, facilities improved, items distributed, participation, or completion milestones.*

How will the project be maintained or sustained after grant funds are used?

How will progress, receipts, and final outcomes be documented for Rotary and the community?

8. Public Ballot Information

If selected as a finalist, Rotary may use the following information in public voting materials.

Public Project Description - 75 words maximum

Why should the community choose this project? - 50 words maximum

Suggested Photo, Illustration, or Site Image *Attach a high-resolution image if available*

9. Attachments

- | | |
|---|--|
| ☐ Detailed budget or cost estimate | ☐ Vendor quote(s) |
| ☐ Site map or photograph | ☐ Letter of site permission |
| ☐ Partner letter(s) | ☐ Proof of nonprofit/public entity status |
| ☐ Project schedule | ☐ Other: _____ |

10. Certification and Signature

By signing, the applicant certifies that the information provided is accurate; the proposed project is intended for public benefit; required permissions will be secured; and, if awarded, the applicant or approved partner will perform the work, manage funds responsibly, maintain records, and provide progress and final reports. Submission does not guarantee selection or funding.

Authorized Signature

Date

Printed Name

Title

Organization

Email / Phone

Submit completed applications according to the instructions published by the Rotary Club of Galveston Island and the Rotary Club of Galveston Island Foundation.

Keep a copy of the completed form and all attachments for your records.

Please send completed submissions to info@islandrotary.com