



SUSTAINABLE JERSEY

GRANTS PROGRAM

FUNDED BY:



PSEG

Foundation



- All attendees are muted
- Ask questions in the questions box during the presentation or raise your hand at the end
- The presentation recording and slides will be posted on the Sustainable Jersey website

Sustainable Jersey

To achieve a better tomorrow, one community at a time.



- Empowers municipalities to build a better world for future generations with the tools, training, and financial incentives necessary to pursue critical sustainability initiatives
 - Free, voluntary sustainability certification program for NJ municipalities
 - Subject-specific guidance for over 150 sustainability topics
 - Technical Assistance programs
 - Annual Grants Program



ACTIONS FOR SUSTAINABLE COMMUNITIES

To become Sustainable Jersey Certified, municipalities must complete and document actions from this list.

BRONZE Mandatory **Green Team**
2 out of 13 PRIORITY ACTIONS*
 150 points across 6 of 17 categories.

SILVER Mandatory **Green Team**
3 out of 13 PRIORITY ACTIONS*
 350 points across 8 of 17 categories.

★ ★ ★ Certified communities can earn stars for high levels of achievement in Energy, Health and Water. The icons identify which actions can contribute towards earning a star.

Action	Stars	Points
ARTS & CREATIVE CULTURE		
Establish a Creative Team		10
Creative Assets Inventory		10
Creative Placemaking Plan		10
Municipal Commitments to Support Arts & Creative Culture	♥	5 to 25
Utilizing Your Creative Assets		10 to 30

BROWNFIELDS		
Brownfields Inventory & Prioritization	♥	10 to 15
Brownfields Reuse Planning	♥	5 to 15
Brownfields Marketing		10
Brownfields Assessment & Investigation	♥	5 to 30

COMMUNITY PARTNERSHIP & OUTREACH		
Green Team - MANDATORY		10 to 15
Community Education & Outreach		5 to 20
Green Challenges		10
Green Fair		10 to 15

DIVERSITY & EQUITY		
Community Equity & Diversity Profile*	♥	10 to 15
Diversity on Boards & Commissions*	♥	10
Environmental Justice in Planning & Zoning	♥	10
Lead Education & Outreach Programs	♥	5 to 15

EMERGENCY MANAGEMENT & RESILIENCY		
Extreme Temperature Event Plan	♥	10
Heat Island Assessment & Mitigation Plan	♥	5 to 20
Community Wildfire Protection Plans		10
Firewise Community		5 to 15
Ready Set GO! Fire Company		5 to 15
Wildfire Safety Council		10
Emergency Communications Planning	♥	15
Vulnerable Populations Identification for Emergencies	♥	10

ENERGY		
Energy Efficiency for Municipal Facilities*		5 to 50
Energy Tracking & Management*		10 to 20
Buy Electricity from a Renewable Source		10
Municipal Onsite Solar System		5 to 45
Municipal Geothermal Energy System		10
Municipal Wind Energy System		10
Renewable Government Energy Aggregation	⚡	5 to 50
Commercial Energy Efficiency Outreach	⚡	10 to 20
Energy Assistance Outreach	⚡♥	10 to 20
Residential Energy Efficiency Outreach	⚡♥	10 to 20
Make Your Town Solar Friendly	⚡	15 to 30
Municipally Supported Community Solar	⚡	15 to 25
Solar Outreach	⚡	10 to 15
Wind Ordinance		10
Fleet Inventory*		10
Meet Target for Green Fleets	♥	30
Purchase Alternative Fuel Vehicles		5 to 15
Electric Vehicle Community Outreach	⚡	10 to 15
Make Your Town Electric Vehicle Friendly	⚡♥	15
Public Electric Vehicle Charging Infrastructure	⚡♥	15

FOOD		
Farmland Preservation Plans	♥	10
Community Food Pantry/Bank & Soup Kitchen	♥	10 to 15
Community Gardens	♥	10 to 20
Expanded Supplemental Food Programs	♥	10 to 20
Promoting Safe Food Donation for Food Security	♥	10
Buy Fresh By Local Programs	♥	10
Farmers Markets	♥	10 to 15

GREEN DESIGN		
Green Building Policy/Resolution		5
Green Building Education		5
Green Building Training		5
Green Development Checklist		10
New Construction		20
Upgrade/Retrofit-Light Pollution		10
Upgrade/Retrofit-Water Conservation		10

HEALTH & WELLNESS		
Anti-Idling Education & Enforcement Program	♥	10
Best Practices for Local Boards of Health	♥	5 to 10
Building Healthier Communities	♥	5 to 25
Integrating Health into Municipal Decision Making	♥	10 to 25
Local Health Assessment & Action Plan	♥	25 to 40
Safe Routes to School	♥	10
Tobacco Free Community	♥	5 to 25
Comprehensive Lead Strategy	♥	10 to 15

Healthy Homes Inspection & Training	♥	5 to 30
Lead and Housing Hazard Data-Sharing	♥	10
Lead Blood Screening Campaign	♥	5 to 20
Private Well Outreach & Testing	♥♥	10 to 25
Removing Lead in Drinking Water	♥♥	10 to 40

INNOVATIVE PROJECTS		
Innovative Community Projects (up to 3)	♥♥	10 to 30

LAND USE & TRANSPORTATION		
Sustainable Land Use Pledge*		10
Build-Out Analysis		10
Bicycle & Pedestrian Audits		5 to 10
Bicycle and/or Pedestrian Improvement Projects	♥	10 to 35
Bicycle and/or Pedestrian Plan	♥	10
Community Design for All Ages	♥	5 to 25
Complete & Green Streets for All Policy	♥	10 to 30
Effective Parking Management		10
Green Infrastructure Planning	♥♥	5 to 20
Green Infrastructure Implementation	♥♥	10 to 20
Enhanced Stormwater Management Control Ordinance	♥♥	5 to 35
Green Building & Environmental Sustainability Element		10
Smart Workplaces		5 to 10
Transit-Oriented Development Supportive Zoning	♥	20

LOCAL ECONOMIES		
Green Business Recognition Program*		10 to 20
Green Jobs/Economic Development	♥	10
Buy Local Campaign		10
Support Local Businesses		10

NATURAL RESOURCES		
Municipal Water Story*	♻️	20 to 25
Natural Resource Inventory*	♻️	20
Water Conservation Ordinance*	♻️	20
Environmental Commission		10
Environmental Commission Site Plan Review		10
Open Space Plans	♥♥	10
Water Conservation Education Program	♻️	10
Wildlife Interaction Plan		10
Winter Best Practices to Reduce Salt Impacts	♻️	5 to 15
Easement Inventory & Outreach		10
Easement Inspections & Evaluations		15
Clustering Ordinance		10
Environmental Assessment Ordinance		10
Habitat Conservation Ordinance		10
Tree Protection Ordinance		10
Community Forestry Management Plan & NJUCF Accreditation	♥♥	10 to 20
Tree Hazard Inventory		10
Tree Maintenance Programs		10
Tree Planting Programs		10

OPERATIONS & MAINTENANCE		
Green Grounds & Maintenance Policy		5 to 15
Green Purchasing Policy		5 to 10
Green Cleaning Products & Motorized Cleaning Equipment		5 to 15
Recycled Copy Paper		5 to 15
Recycled Office & Restroom Paper Supplies		5 to 15
Recycled Recreation & Transportation Equipment & Materials		5 to 15

PUBLIC INFORMATION & ENGAGEMENT		
Municipal Communications Strategy		10
Improve Public Engagement in Municipal Government	♥	10 to 15
Improve Public Engagement in Planning & Zoning	♥	10 to 15
Online Municipal Public Service Systems	♥	10 to 15
Digitizing Public Information		10
Open Data Inventory & Management		10 to 15

SUSTAINABILITY & CLIMATE PLANNING		
Municipal Carbon Footprint*		10
Community Energy Plan & Climate Action Plan		10 to 15
Community Asset Mapping		10
Community Sustainability Plan		10 to 25

WASTE MANAGEMENT		
Prescription Drug Safety & Disposal*		10
Recycling & Waste Reduction Education & Compliance*		15 to 20
Commercial & Institutional Recycling		10
Community Paper Shredding Day		5
Construction & Demolition Waste Recycling		5 to 15
Food Waste		10
Household Hazardous Waste	♥	5 to 15
Non-Mandated Materials Recycling		5 to 60
Recycling Depot		10
Backyard Composting Program		5
Grass - Cut It and Leave It Program		5
Materials Reuse Program		10
Pay-As-You-Throw Program		10
Waste Audit of Municipal Buildings or Schools		10

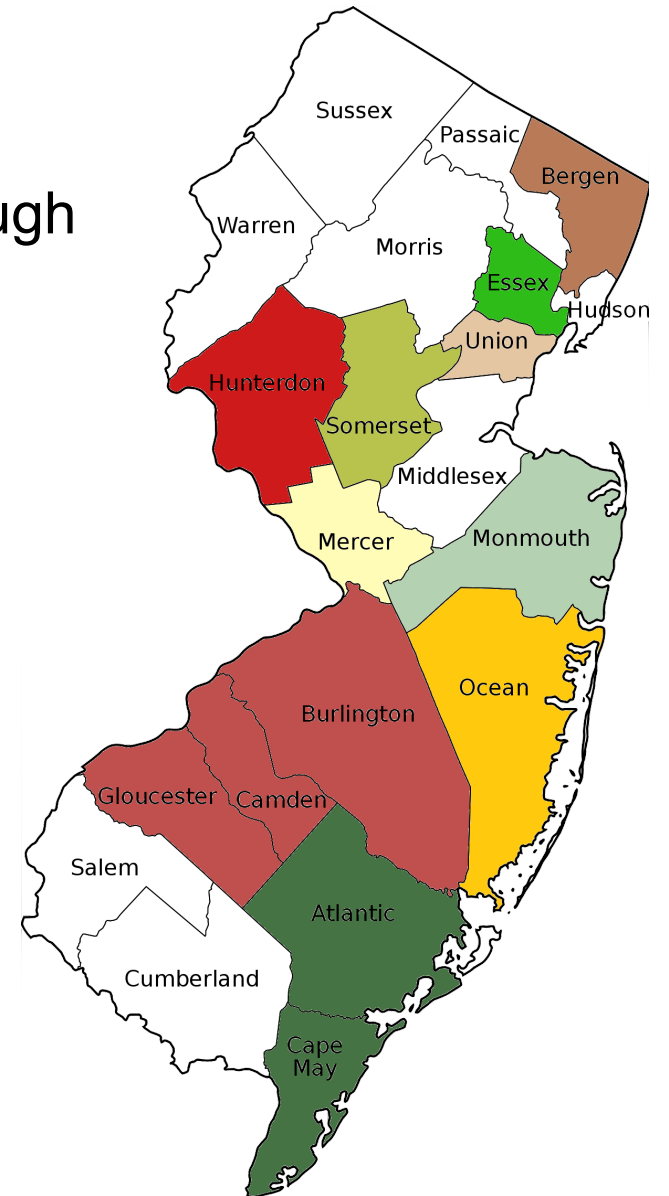
Please note: Sustainable Jersey actions and points may be subject to change. For the most recent official list of actions and points please visit the website at www.sustainablejersey.com.

Regional Hubs

Ten hubs around the state to help green teams build capacity through training, best practices resources and networking. Learn more sustainablejersey.com/get-involved/

Benefits

- Peer mentoring
- Project collaboration
- Online communication platform
- Network of Leaders
- Quarterly Events
- Help Peers Get Certified
- Technical assistance & administrative support from SJ



Sustainable Jersey Grants Program

- Since 2009, over \$4.7 million awarded to participating municipalities for over 640 projects
- 287 / 466 (61.59%) registered municipalities have received at least one grant
- 50% of all grant funding is reserved for certified municipalities





PSEG *Foundation*

\$200,000 in
grants for
municipalities





Eligibility Requirements

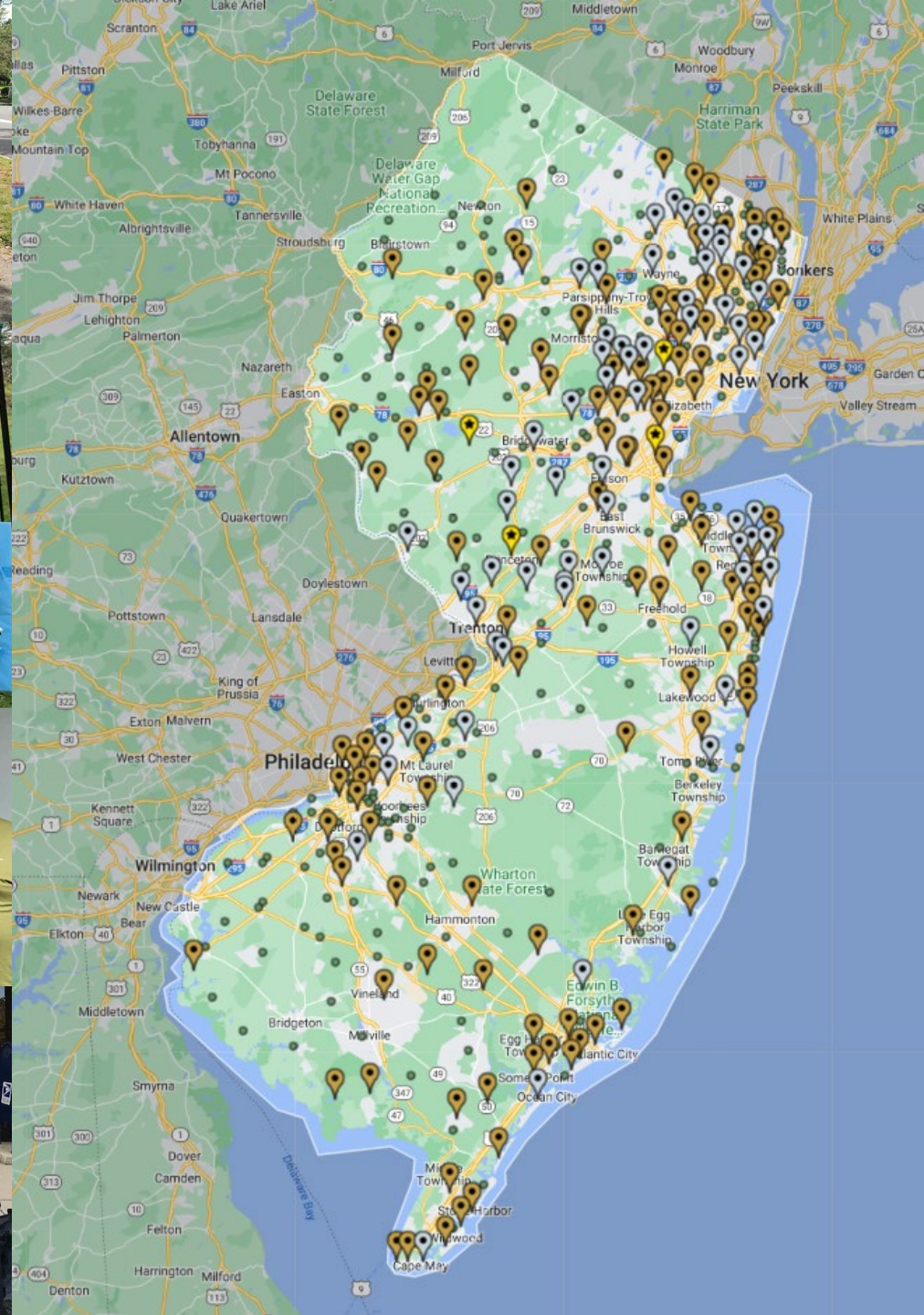
Community Partnership & Outreach

Create Green Team

10 Points

Required for all certification levels

COMPETITIVE FUNDING AVAILABLE

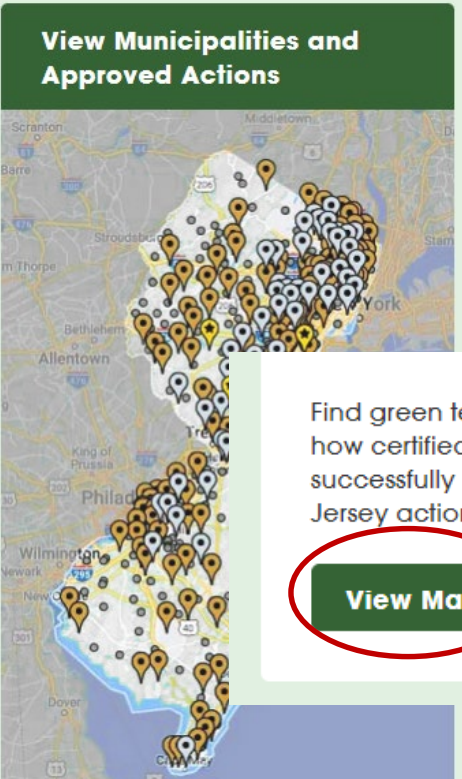


Participants Map Search



Use the [Participating Municipalities & Approved Actions](https://sustainablejersey.com/certification/search-participating-municipalities-approved-actions) (*sustainablejersey.com/certification/search-participating-municipalities-approved-actions*) page to check your municipality's status in the Sustainable Jersey program

View Municipalities and Approved Actions



Click on View Map on the Sustainable Jersey website's homepage

Find green team contacts and learn how certified communities successfully completed Sustainable Jersey actions.

View Map

Use the List View and Ctrl+F to find your municipality

MAP VIEW **LIST VIEW**

* If not listed, your municipality is not registered

MUNICIPALITY	COUNTY	CERTIFICATION	<u>STATUS</u>
Atlantic City	Atlantic	🏆 BRONZE	Certified
Atlantic Highlands Boro	Monmouth	🏆 SILVER	Certified
Audubon Boro	Camden		Registered

Previous Grantees

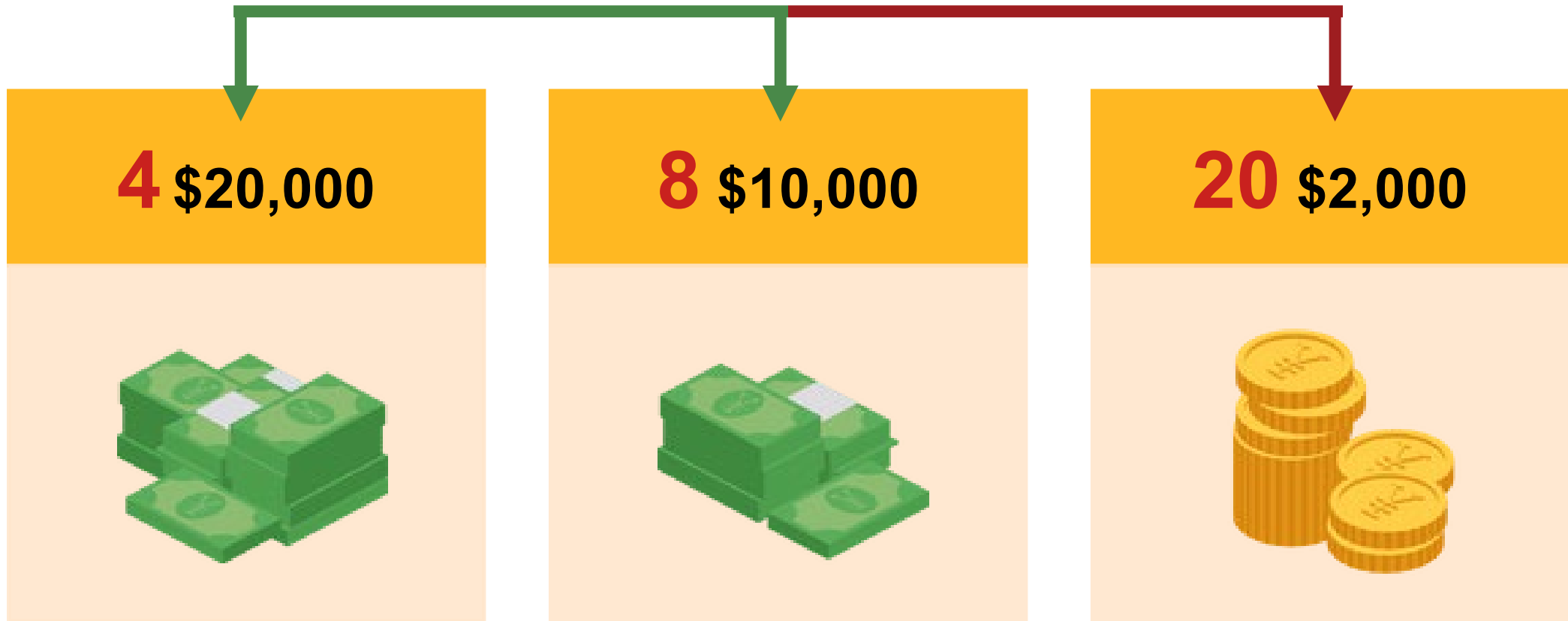
Grant Cycle Year	Grant Level	Current Grant Status	Eligible to Apply for Large Grant	Eligible to Apply for \$2,000 Grant
2023 Funded By: PSEG	\$10,000 or more	Open	No	Yes
		Closed+	Yes	Yes
	\$2,000 or less	Open	Yes	No
		Closed+	Yes	Yes
2015-2022 Funded By: PSEG or Gardinier*	\$10,000 or more	Open	No	No
		Closed+	Yes	Yes
	\$2,000 or less	Open	No	No
		Closed+	Yes	Yes

+ A grant is closed when the final report has been submitted and approved by Sustainable Jersey

* Applications were due on October 31 but are not awarded until January of the following year

Available Funding

- Can apply for one **LARGE** and one **SMALL** grant, but can only receive **ONE**



Use of Funding

Funding Level	Use of Funds
LARGE and SMALL	Fund all or part of a project that will earn points toward a Sustainable Jersey action , including the Innovative Project action .
SMALL	Fund general operating support and direct expenses for green teams.
LARGE	Fund a project that leverages partnerships with community resources and includes an outreach component focused on promoting community awareness of the project.

Projects for Points

Think outside the box!

- What you should consider:
 - The status of your green team—does it need financial support?
 - Identifying a need within the community that can be addressed with a grant
 - Identifying where you need financial assistance to complete a program action
 - Identify an innovative project that you cannot find funding for elsewhere





FRANKLIN TOWNSHIP SENIOR CENTER

RAIN GARDEN IMPLEMENTATION PROJECT
505 DEMOTT LN, FRANKLIN TOWNSHIP
SOMERSET COUNTY, NEW JERSEY

PROJECT DESCRIPTION:

A BIOSWALE AND RAIN GARDEN ARE TO BE INSTALLED TO CAPTURE STORMWATER FROM THE BUILDING'S ROOFTOP (1,192 SF). THE BIOSWALE (115 SF) WILL CONVEY SOME OF THE STORMWATER ALONG THE NORTH EAST SIDE OF THE BUILDING TO THE RAIN GARDEN (600 SF). THIS STORMWATER WILL BE PIPED UNDER THE SIDEWALK AND DISCHARGED INTO THE RAIN GARDEN. THE EXISTING CATCH BASIN WILL BE RAISED TO ALLOW STORMWATER TO BE CAPTURED IN THE GARDEN.

LIST OF DRAWINGS:

SHEET NAME	TITLE
COVER	COVER SHEET
P-1	EXISTING CONDITIONS AND DEMOLITION PLAN
P-2	PROPOSED SITE PLAN
P-3	PLANTING PLAN
DT-1	RAIN GARDEN DETAILS
DT-2	BIOSWALE AND PLANTING DETAILS

LOCATION MAP (N.T.S):



LEGEND:

- EXISTING DRAINAGE AREA
- EDGE OF PAVEMENT
- EXISTING CENTERLINE
- EXISTING FENCE
- EXISTING TREELINE
- EXISTING TREE/SHRUB
- ▭ EXISTING BUILDING
- ⊕ EXISTING UTILITY POLE
- ⊙ EXISTING LIGHT POLE
- EXISTING CATCH BASIN
- EXISTING CONTOURS
- EXISTING SPOT ELEVATIONS
- LIMIT OF WORK
- PROPERTY LINES
- ▨ AREA TO BE DEPAVED
- ▩ PROPOSED GREEN INFRASTRUCTURE
- ▨ PROPOSED POROUS ASPHALT
- PROPOSED TREE
- PROPOSED TOP OF BERM
- PROPOSED CONTOURS
- PROPOSED SPOT ELEVATIONS

PLAN REVISIONS		
REV. DATE	REV. SUMMARY	REV. SHEETS

CHRISTOPHER C. GIBSON, P.E.
 PROFESSIONAL ENGINEER
 FRANKLIN TOWNSHIP SENIOR CENTER
 RAIN GARDEN IMPLEMENTATION PROJECT
 505 DEMOTT LN, FRANKLIN TOWNSHIP



Harrington Park Bio-swale

What exactly is a bio-swale? Typically the term refers to vegetated parking lot drainage ditches, very similar to residential rain gardens. The swale captures storm water runoff, filters out litter and other pollutants, and allows the rain water to slowly infiltrate back into the ground. By selecting all native perennial plants, these gardens are typically very low maintenance and provide many types of pollinators with sustenance.



Bioswale rendering courtesy of Rutgers Water Resources Program Green Infrastructure Guidance Manual

This project was completed by the Washington Township Green Team in fall of 2020 after being awarded a \$2,000 grant through the Sustainable Jersey Grants Program funded by the PSEG Foundation. Special thanks go out to the Washington Township DPW and Hoffman's Supply as well for all of their assistance and support with the project.



GENERAL NOTES:
 1. SURVEY CONDUCTED BY RUTGERS COOPERATIVE EXTENSION WATER RESOURCES PROGRAM. ALL ELEVATIONS ARE RELATIVE TO THE 100.00' BENCHMARK POINT. (OR ELEVATION DATA OBTAINED FROM (INSERT DATA SOURCE HERE, TYP NOAA DIGITAL COASTAL LIDAR). ELEVATION ARE HEIGHT ABOVE MEAN SEA LEVEL SET BY NAVD 1988).



THANK YOU!

Cactus Charly • Maple Leaf Diner •
St. James's Gate Publihc House •
La Strada Nuova • Gian Marco
Trattoria • Pita On Essex • Miti Miti
• Ariyoshi
for participating in

Greener To-Go!

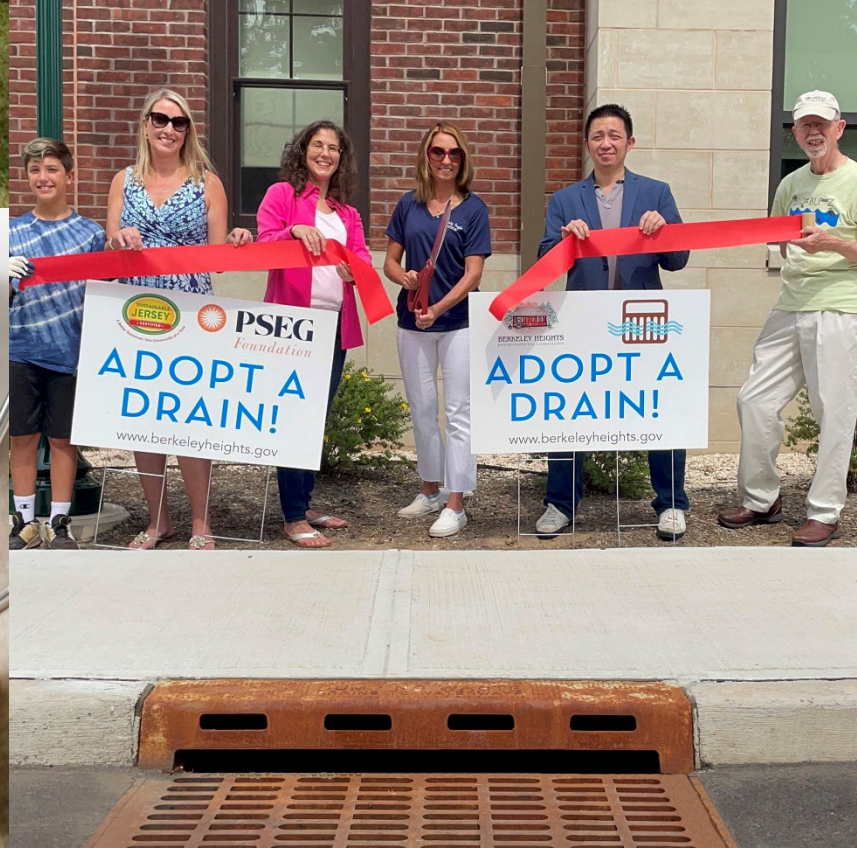
Thank you all for helping to advance sustainable take-out packaging options from the green teams of Maplewood, Millburn and South Orange, as well as Sustainable Jersey and the PSEG Foundation.



CITY OF LAMBERTVILLE
ENVIRONMENTAL COMMISSION

SUSTAINABLE BUSINESS FORUM

PREPARE FOR 2020





Borough of Roselle Park

Environmental Resource Inventory



Borough of Roselle Park

Environmental Resource Inventory

Presentation and Public Meeting

September 21, 2020
@ 7:00 pm

Municipal Land Use Board

Roselle Park Green Team
Page Liked · September 17 ·

Roselle Park's Green Team and the Environmental Commission are pleased to announce that the Borough's first ever Environmental Resource Inventory was completed on September 8, 2020. The ERI has been grant funded through Sustainable Jersey and the PSEG Foundation. Barbara Davis of The Land Conservancy of New Jersey will provide a presentation at the MLUB meeting on September 21, 2020 at 7pm in Borough Hall to explain the purpose of this inventory. We invite your participation, comments, and questions! #SustainableJersey

Tag Photo Add Location Edit

1,277 People Reached 190 Engagements [Boost Post](#)

4 1 Comment 6 Shares

Like Comment Share

Comment as Roselle Park...





Bert Steinmann, Mayor



EWING EAB PARTNERSHIP *presents...*

An Emerald Ash Borer (EAB) Information Session

Don't wait until it is too late to save your ash trees! Come to the Ewing Green Team's February meeting to learn from the experts about the EAB threat, how it will affect your property, options for managing your ash trees, and potential solutions.

Wed, Feb 22nd at 6:30 p.m.
Ewing Senior and Community Center
999 Lower Ferry Rd, Ewing

EAB FACTS

The EAB is a non-native invasive pest that attacks our native ash trees. It will kill 99% of them. It has recently been discovered in NJ.



For more information go to ewinggreenteam.org

Energy Projects



Energy Efficiency Upgrades

- Energy audits and energy efficiency projects (i.e. lightning, furnaces, etc.) are NOT eligible



Electric Vehicle Charging Stations

- EV charging station(s) installation projects are NOT eligible



Electric Vehicle Purchases

- The purchase of electric vehicles (except for Class 4-8 medium and heavy-duty vehicles) is NOT an eligible project for this grants cycle.



Funding and Resources for Ineligible Energy Projects

Attachment 1: Energy Incentive Programs

New Jersey's Clean Energy Program (NJCEP) Programs	
Program	Summary
Combined Heat & Power (CHP) & Fuel Cell	Funding for energy efficiency through on-site power generation and productive use of waste heat. Funding based on eligible technology and size (installed rated capacity).
Energy Savings Improvement Program	A state-facilitated funding mechanism used to finance energy efficiency upgrades at public institutions. Allows a public entity to use energy savings to pay for the cost of energy-related capital upgrades.
Local Government Energy Audit (LGEA)	Free ASHRAE Level 2 audit for local government buildings with a minimum 200kW monthly average peak demand.
New Construction (and Gut Renovation) Programs	Incentive programs for new construction and gut renovation projects that achieve energy savings beyond code requirements: SmartStart New Construction; Customer Tailored Programs; and Whole Building/Comprehensive (Pay for Performance).
For more information on NJCEP programs visit: www.NJCleanEnergy.com/muni , email Outreach@NJCleanenergy.com or call 866-657-6278	

Incentive Programs for Local Governments from Utilities

As of July 1, 2021, New Jersey utility companies are offering energy efficiency incentive programs, including:

Direct Install Program. Provides turnkey energy solutions for small business and local government customers.

Engineered Solutions. Provides tailored energy efficiency assistance to public service entities.

Equipment Rebates. Offers a wide range of pre-qualified "standard" measures with set incentive values.

Utility Incentive Programs (Note: Local governments are considered businesses)	
Utility	Webpage and Contact Info
Atlantic City Electric	Webpage , email EnergyEfficiency@atlanticcityelectric.com or call 866-353-0007
Elizabethtown Gas	Webpage , email ETGBusiness@appliedenergygroup.com or call 888-263-7372
Jersey Central Power & Light	Webpage , email energysavenj@firstenergycorp.com or call 800-662-3115
New Jersey Natural Gas	Webpage , email SAVEGREEN-Com@njng.com or call 877-455-6564
Public Service Electric & Gas	Webpage , email pseenergysaver@dnv.com or call 844-300-7734
Rockland Electric	Webpage , email DL-NJSaves@oru.com or call 877-434-4100
South Jersey Gas	Webpage , email SJGBusiness@appliedenergygroup.com or call 888-263-7372

EV and EV Charging Infrastructure Incentives	
Program	Summary
NJ BPU's Clean Fleet EV Incentive Program	Incentives for local government purchase of EVs and EV charging station(s)
NJ DEP's It Pay\$ to Plug In	Incentives for EV charging stations; charging stations may be installed at workplaces, public places, and multi-unit dwellings
NJ DEP Stop the Soot Grant	Incentives to replace diesel vehicles with electric and for eMobility projects
NJ EDA's NJ ZIP	Incentives for medium and heavy duty vehicles in select urban areas
Note: Utility companies are announcing EV incentives ongoing, check each utility website for up to date information. Incentives may include "make-ready" electric vehicle charging infrastructure (everything but the charging station).	
Atlantic City Electric Vehicle Program	PSE&G Electric Vehicle Charging Program
JCPL Electric Vehicle Program	Rockland Electric Company

Sustainable Jersey Energy Technical Assistance

Free Energy TA

- Municipalities located in Elizabethtown Gas (ETG), New Jersey Natural Gas (NJNG), and South Jersey Gas (SJG) service territories

PSE&G Partnership Program

- Municipalities who have PSE&G as both their gas and electric utility—special program with funding available

PSEG Cycle

- > Complete Streets
Technical Assistance

SJ-PSE&G Energy Efficiency Partnership Program

Energy Technical Assistance for Municipalities and School Districts





How to Apply

A screenshot of the Sustainable Jersey website. The top navigation bar includes social media icons (Facebook, Twitter, Instagram, LinkedIn, YouTube), menu items (ABOUT, NEWS, SUPPORT US, CONTACT US, HOME), a search icon, and buttons for "Register" and "Sign in". Below this is a secondary navigation bar with "Certification", "Actions", "Grants" (circled in red), "Events", "Resources", and "Get Involved". The main content area on the left lists several program categories: "PSEG Cycle", "Complete Streets Technical Assistance", "SJ-PSE&G Energy Efficiency Partnership Program", "Energy Technical Assistance for Municipalities and School Districts", "Thinking about Applying for Grants?", "Grant Recipient Information", and "Previous Recipients & Projects". On the right, there is a promotional banner for the "Sustainable Jersey Grants Program" funded by the PSEG Foundation, featuring an image of a plant growing from a jar of coins. Below the banner is a section titled "Sustainable Jersey Grants Program Cycle" with a paragraph of text and a sub-section for "Applicant Eligibility Requirements".

PSEG Cycle

- > Complete Streets Technical Assistance
- SJ-PSE&G Energy Efficiency Partnership Program
- Energy Technical Assistance for Municipalities and School Districts
- > Thinking about Applying for Grants?
- > Grant Recipient Information
- Previous Recipients & Projects

Sustainable Jersey Grants Program

FUNDED BY: PSEG Foundation

Sustainable Jersey Grants Program Cycle

The PSEG Foundation is contributing \$200,000 to support another cycle of the Sustainable Jersey Grants Program. With this contribution, the PSEG Foundation has provided \$3.4 million dollars in funding to support local sustainability initiatives in municipalities and schools across the state. The PSEG Foundation's ongoing support of the Sustainable Jersey Grants Program is an excellent example of how public/private partnerships can encourage local grass roots efforts to improve the quality of life in New Jersey.

Applicant Eligibility Requirements

In order to be eligible for this funding, applicants must be a **NJ municipality currently participating in the Sustainable Jersey program**. Applicants must have

Online Application

Deadline: Friday, February 9, 2024, at 11:59pm

App Link: bit.ly/SJPSEGGGrantApp



Sustainable Jersey Grants Program Account

This grant account can be used from year to year to submit applications to be considered for funding by the Sustainable Jersey Grants Program. A municipality should use one account to submit its grant applications with. Below is more information on how to utilize your grant account.

Cycle Specific Portals

Note that this portal is specific to the PSEG grants-- by signing in to this portal with your grant account, you will be able to review any past submissions and

Sign In

Email

Password

[Log In](#) [Forgot your password?](#)

Need an Account?

[Sign Up](#)

Sign Up

Enter an email address and choose a password to create a new account.

Email

Password

- Must contain at least one lowercase letter
- Must contain at least one uppercase letter
- Must contain one number
- Must be between 8 and 32 characters
- Must not be an email address

Confirm password

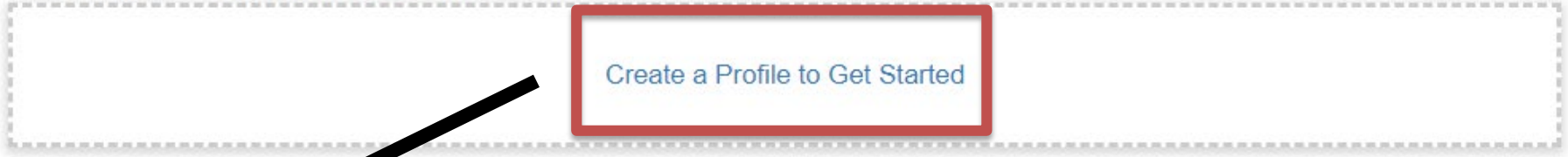
Passwords must match

[Sign Up](#)

Thank you for signing up for a Sustainable Jersey Grants Program account! As the **primary grant contact**, you will use this account to submit grant applications and, if your project is selected for funding, the required reporting requirements. Before moving forward with your grant application, you must first create a Profile for your grant account.

Please click "+Create a Profile to Get Started" to begin. You can always edit your Profile by clicking "Edit".

You cannot move forward until you have completed your Profile.



Profile ▾

Save Draft

Create Profile

Primary Application Contact

This is the primary person Sustainable Jersey will correspond with regarding this application and any subsequent award. The primary contact must be a municipal staff member or an elected/appointed official (green team member/volunteer). It cannot be a consultant.

Name *

Title *

Organization/Municipality

Phone *

Phone Number Extension

Email *

PRIMARY CONTACT

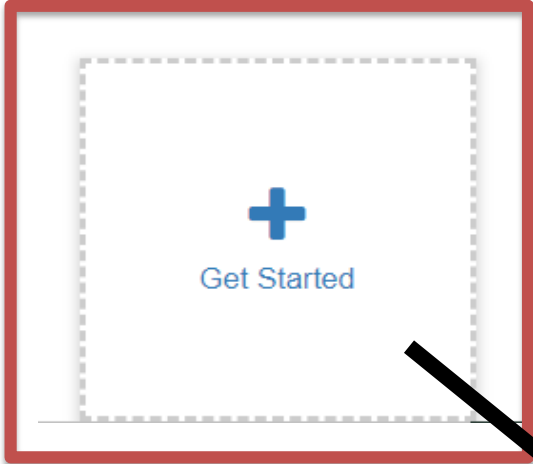
MUST be a municipal employee or appointed/elected official such as a green team member or councilperson. If working with a consultant who plans on submitting the application on behalf of the municipality, they should submit it using a municipal grant account with a proper primary contact.

Thank you for filling out the profile form for your grant account. Below you will find buttons that will allow you to do the following:

- Use the "get started" button to create a new grant application for the 2024 Sustainable Jersey Grants Program Cycle funded by the PSEG Foundation
- Complete the reporting requirements associated with an awarded grant
- Download a copy of an application that was submitted but not selected for funding (follow the instructions available [here](#))

SUBMITTING YOUR APPLICATION

The Submit button will turn Green and become clickable once you mark your application form for that section as complete. This is only possible once all required fields have been filled out. You will need to click submit for each of the three application sections. You can access the next section only after completing the one before it, but you will still be able to access any section to make changes before the application deadline (even if you submitted that section already).



Complete Section One

Please complete Section One: Municipal Grant Proposal. This section must be submitted by the end of the day on February 9, 2024.

There are 65 days remaining to submit this.

Submit Section One

Municipal Grant Proposal

Action Required

Open

Complete this form requesting information on your municipality's Sustainable Jersey grant history, grant project proposal, and application contacts. This is considered your grant proposal and it is recommended that you review the [Application Information Packet](#) before completing this step.



Application Information Packet



SUSTAINABLE JERSEY GRANTS PROGRAM



FUNDED BY: PSEG Foundation

Sustainable Jersey Grants Program Funded by the PSEG Foundation 2024 Application Information Packet for Municipalities

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Application Sections

Grant Account and Profile	
Municipal Grant Proposal - due 2/9/2024	
1. Requested Funding Amount	4. Application Contacts
2. Sustainable Jersey Grant History	5. Grant Proposal
3. Applicant Information	6. Optional Information
Current Sustainable Jersey Status - due 2/9/2024	
1. Current Status in the SJ Program	2. Green Team Documentation*
Grant Authorization Resolution – due 3/15/2024	
1. Authorization to submit grant application	

*Not required from Sustainable Jersey municipalities **currently certified** in the Sustainable Jersey program

Standard Application Form

Grant Proposal Sections

- **All Grant Applications Include:**
 - **Project Title and Brief Description**
 - **Action Plan and Timeline**
 - **Budget Narrative**
 - **Detailed Project Budget**
- **Only Large Grant Applications Include:**
 - **Project Team**
 - **Community Engagement**
 - **Project Impact and Evaluation**

There are templates available to help you quickly and easily complete each section of the application, such as the action plan & timeline and budget sections.

Project Description

LARGE and SMALL

- The description concisely summarizes the specific project to be funded by the grant award

TIP: Project Selection

- Think “outside the box”
- Identify all requirements associated with the project
- Consider community dynamics when crafting your proposal so it’s successful
- Consult stakeholders before settling on a plan
- Understand your capacity



Project Team Members

LARGE

- The designated project team appears qualified to undertake the proposed project
- The project team includes representation from municipal and community stakeholder groups that will be involved in or impacted by the implementation of the proposed project



TIP: Building Your Team

- Include representation from stakeholder groups that will be involved/impacted by the implementation of the project like municipal staff, residents, the school community, etc.





Action Plan and Timeline Template

LARGE and SMALL

KNOW THAT YOU...

...cannot submit a proposal for a project already underway or completed.



Please use this form to outline the specific steps or tasks needed to complete the proposed project. These steps include project planning, implementation, community outreach and evaluation. Identify the target completion date for each step to ensure the project can be accomplished by the end of the performance period. Include plans for ribbon cutting ceremonies and milestone events. Implementation steps should **NOT** begin until after the grant is awarded at the press announcement event. Additional lines can be added.

Steps/Tasks that the Project Team will take to Complete the Proposed Grant Project	Team Member Responsible	Target Completion Date
Planning Steps		
1.		
2.		
3.		
Implementation Steps		
1.		
2.		
3.		
Community Engagement Activities		
1.		
2.		
3.		
Evaluation and Reporting Steps		
1.		
2.		
3.		

Project Promotion – Events Where Promotional Materials With Sponsor Recognition Are Distributed		
Name of Event	Materials	Date
1.		
2.		
3.		
Proposed Date of Ribbon Cutting Ceremony (if applicable)		

Action Plan & Timeline

LARGE and SMALL

- Identify the steps needed to complete the project and target completion dates
- Identify how you plan on promoting the project, such as holding a ribbon cutting ceremony
- Implementation steps cannot start until late May 2024 (after grant is awarded)

TIP: Project Planning/Implementation

- Consider administrative delays, such as the procurement process and plan time for paperwork
- Research the products you plan to use
- Plan ahead for summer months/downtime
- Spend time and resources to train volunteers
- Try to plan for the unexpected – always have a “plan B”



Community Engagement

LARGE

- Capitalize on collaborations between community stakeholders including representatives from the schools, municipal and county agencies, civic or community-based organizations, non-profits, professional organizations and local businesses

TIP: Building & Engaging Your Team

- Recruit volunteers early on
- Identify and involve all relevant parties from the beginning
- Get students/youth involved
- Keep meetings short, timely, meaningful and efficient



PASSAIC BISTRO DISTRICT
Fall Walking Tour
Mayor Hector C. Lora invites you

SATURDAY
NOVEMBER 03 2018
11:30 am - 3:30 pm

Experience the District's unique food, culture and art. Try Latin dishes || Comfort sandwiches from Mexico || Cuban punch || Subs from the neighborhood || Mojo of Guatemala || Churrasco from Peru || Dominican mango || Arroz y granadilla from Puerto Rico

FREE!!
Rain Date Sunday, Nov. 4th
Tours will be given hourly!

Registration at
<https://passaicbistrowalkingtour.eventbrite.com>
Location: Passaic at Market Street

For questions contact us at 973-365-5512 or UEZ@cityofpassaicnj.gov

PSEG
Passaic
New Jersey
CERTIFICATE



Budget Narrative

LARGE and SMALL

- Clearly summarizes project expenses and identifies all the sources of funding, including in-kind contributions such as volunteer hours
- Identify and leverage no or low cost resources (costs should be reasonable)
- Identify if additional funding besides the grant is in-hand or committed
- Matches up with your detailed project budget



TIP: Budget

- Leverage no or low cost resources to cost-effectively complete the project
- Detailed budget consistent with budget narrative
- Budget is realistic, costs justified, resource contributions have reasonable value
- Keep in mind promotional item value limits
- Include shipping costs



Detailed Project Budget Template

LARGE and SMALL



Sustainable Jersey Grants Program Budget Template



Matching or in-kind contributions are encouraged, but not required. If the proposed project will be 100% funded by the grant, do not enter anything in the Other Funding Sources column. If other funding will be used to complete the project in conjunction with the grant, please identify the amount in the Other Funding Source column. Identify the source of the additional funding, if it has been secured, and any other details deemed necessary to include in the Budget Narrative. Any NJCEP, utility, or other incentives should be included. In order to upload your budget to the grant application, you must convert the excel document into a PDF. Please make sure that the rows and columns in the PDF are not cut off due to page breaks. To ensure this, select the "fit to paper width" option when saving as a PDF.

Applicant Name:

A. SALARIES, WAGES, AND FRINGE BENEFITS

Name	Title	Hours	Sustainable Jersey Grant Funded	Other Funding Sources (cash, incentives or in-kind)	Total Cost
					\$ -
					\$ -
Total Municipal Salaries			\$ -	\$ -	\$ -

B. SUBCONTRACTORS/CONSULTANT COSTS

Subcontractor/Consultant	Role in Project	Period of Performance	Sustainable Jersey Grant Funded	Other Funding Sources (cash, incentives or in-kind)	Total Cost
					\$ -
					\$ -
Total Subcontractor/Consultant Cost			\$ -	\$ -	\$ -

C. ITEMIZED EQUIPMENT

Item	Unit Cost	Quantity	Sustainable Jersey Grant Funded	Other Funding Sources (cash, incentives or in-kind)	Total Cost
					\$ -
					\$ -
Total Equipment Cost			\$ -	\$ -	\$ -

D. ITEMIZED SUPPLIES

Item	Unit Cost	Quantity	Sustainable Jersey Grant Funded	Other Funding Sources (cash, incentives or in-kind)	Total Cost
					\$ -
					\$ -
Total Cost of Supplies			\$ -	\$ -	\$ -

E. OTHER ITEMIZED EXPENSES

Item	Justification	Quantity	Sustainable Jersey Grant Funded	Other Funding Sources (cash, incentives or in-kind)	Total Cost
					\$ -
					\$ -
Total Other Expenses			\$ -	\$ -	\$ -

TOTAL PROPOSED BUDGET			\$ -	\$ -	\$ -
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Budget Template

LARGE and SMALL

- Itemize expenses from all sources of funding and quantify any in-kind contributions
- Eligible expenses include staff stipends, consultant or contractor service fees, equipment, project supplies, training and educational materials, and promotional items (including meeting supplies, incentives, awards and “give-aways”).
- Promotional items cannot comprise more \$1,000 of the proposed grant budget for 20k & 10k grants and \$200 for 2k grants
- Ineligible expenses include facilities/administrative (overhead) costs





Green Team Documentation

LARGE and SMALL

IF YOU ARE CURRENTLY CERTIFIED

Then you are exempt from this requirement, as we already have this information via your certification report

List of Green Team Members

- First Name, Last Name, Affiliation NO OTHER INFORMATION
- xxx
- xxx
- xxx
- xxx

(if just forming, it is okay if this mostly consists of the project team)

Summary of Green Team Activities

A brief description of what your green team has been working on in the past year. Explain what actions you have identified and are working towards completing. Explain what community activities you have tabled at, participated in, or hosted. Can be a bulleted list. Can also upload your green team yearly report, if you have one.

(if just getting started, explain future plans and goals for your green team)



Grant Authorization Resolution Template

LARGE and SMALL

UPLOAD THE RIGHT RESOLUTION

This resolution is **DIFFERENT** than the resolution required to register in the Sustainable Jersey certification program or the resolution required to establish a green team.

Resolution of Support from Local Governing Body Authorizing the Sustainable Jersey® Grant funded by PSEG

Some municipalities have requested a sample resolution that would be included with their application in support of their **Sustainable Jersey Grant funded by PSEG**. Any standard resolution in support of applying for a grant will suffice. We do not require that you use this format. However, if you would like a sample resolution to draw from, one is provided below.

SAMPLE RESOLUTION [Municipality]

Resolution of Support from Local Governing Body Authorizing the Sustainable Jersey® Grant funded by PSEG

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, [Municipality] strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, [Municipality] is participating in the Sustainable Jersey Program; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants funded by PSEG;

THEREFORE, the [Municipality's Governing Body] of [Municipality] has determined that [Municipality] should apply for the aforementioned Grant.

THEREFORE, BE IT RESOLVED, that [Municipality's Governing Body] of the [Municipality], State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey Grant funded by PSEG.

10k & 20k Evaluation Criteria

All proposals are evaluated based on...

Project
Description

10 Points

Project Team
Members

10 Points

Action Plan &
Timeline

15 Points

Community
Engagement

15 Points

Project Impact
and Evaluation

30 Points

Budget

20 Points

SELECTION PROCESS

Decided by a Blue Ribbon Selection Committee composed of program partners and sustainability experts across the state

\$2,000 Evaluation Criteria

All proposals are evaluated based on...

Project
Description

Budget

Action Plan
& Timeline

- Up to 50% of the grant funds will be reserved for certified municipalities
- Efforts towards Sustainable Jersey certification are considered
- The regional distribution of grants throughout the state is considered

2024 Cycle Timeline

<u>Timeframe</u>	<u>Action</u>
Friday Dec. 8, 2023	Webinar presentation & recording posted on website
Friday Feb. 9, 2024	Section One: Grant Proposal and Section Two: Current SJ Status of all grant applications due
Friday Mar. 15, 2024	Section Three: Grant Authorization Resolution due <i>Should also aim to be registered, have a green team, and have closed out outstanding grants by this time</i>
Late April	Recipient/non-recipient notification
Late May	Grant announcement event and funds distributed

Reporting Requirements

Grant recipients are required to complete the following reporting requirements

- 10k and 20k Grantees
 - Nine-month interim report (status update)
 - Final Report (due after 18 months)
- 2k Grantees
 - Final Report (due after 12 months)
- Grant reporting will be completed online. Reminders will be emailed to the primary project contact in advance of the reporting submission deadline.



Application Tips



Consider these 4 tips to increase your chances of receiving a grant

- Apply for both a small and a large grant
 - Can copy and paste information; just need to change the budget and action plan and timeline
- Include the community and stakeholder in as many of the steps to complete the project as possible, including the planning phase
 - Invite residents, local businesses, and organizations
- Identify sources of in-kind donations of time, labor, and funding to show that your community has skin in the game
- Be detailed—too much information is better than too little



APPLYING FOR CERTIFICATION IN 2024?

Submission Deadline:

- #1 February 25
- #2 May 10
- #3 July 31

bit.ly/SJ2024CertCycle



Upcoming Webinars

<https://www.sustainablejersey.com/nc/events/>

DEC
12

Winter Best Practices to Reduce Road Salt
12:00pm - 1:00pm

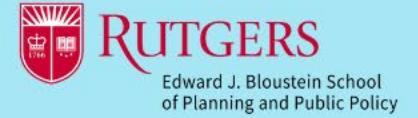
DEC
13

2024 Certification Webinar
12:00pm - 1:30pm

FEB
6

Using the Enhanced Stormwater Control Ordinance Action to Meet New DEP Requirements
12:00pm - 1:00pm

Complete Streets Technical Assistance Program



Applications Due 2/2/24

bit.ly/CompleteStreetsTA



Are you signed up for the Sustainable Jersey mailing list?

Bi-weekly emails with program updates, new funding opportunities, partner event information, and more!



Join The Sustainable Jersey Mailing List

Join

Sign-up button located at the bottom of the Sustainable Jersey website homepage at sustainablejersey.com

Thank You!

To ask questions, please either:

- Raise your hand (to ask question verbally)
 - Make sure to unmute yourself using the green microphone button
 - If calling in via the telephone, make sure you input the audio code: **516-507-388**
- Type your question in the question box



Contact Us



**Questions about the
certification program?**

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Program Coordinator

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**Questions about the grants
program?**

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609-771-3189