



Sustainable Jersey Small Grants Cycle For Energy Related Projects

August 31, 2016

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Agenda

- 1. Overview of Cycle**
- 2. Use of Funding & Example Projects**
- 3. Eligibility Requirements**
- 4. Online Grant Application**
- 5. Tips for Successful Proposals**
- 6. Grant Reporting Requirements**
- 7. Questions and Answers**



**The Gardinier Environmental Fund is
contributing \$150,000 to support a
Sustainable Jersey Small Grants Program
cycle for municipal governments and public
school districts**



Available Funding

This 2016 Small Grants Cycle is underwritten by the Gardinier Environmental Fund:

- **Two (2) \$30,000 grants**
- **Nine (9) \$10,000 grants**

At least 50% of the available grant funding pool will be reserved for awards to certified municipalities and school districts with certified schools.

An applicant is only eligible to apply for and receive **one** grant. However, collaboration On a project between municipalities and schools is encouraged.



How to Apply

The online application must be submitted by **October 28**



There is one application for municipalities and schools.

The online application is available here:

<https://app.wizehive.com/appform/login/Gardinier2016>

We will review the online application later in this webinar.

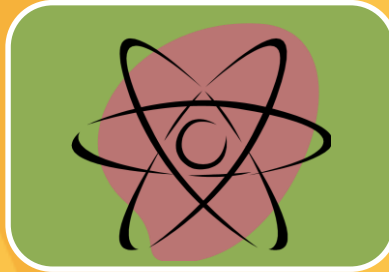


Use of Funding

Grant Project Categories



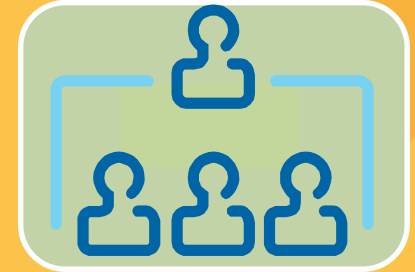
Building Efficiency



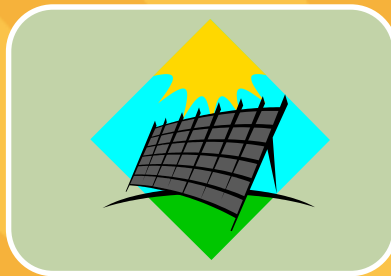
Energy Resiliency



Studies, Plans and
Engineering



Energy Education
Projects



Renewable Energy
Installations



Alt. Fuel Vehicles,
Programs &
Infrastructure



Innovative Energy
Projects

**The grant can be used in combination with NJ Clean Energy Program Incentives
18 month implementation period**



Energy Efficiency

In addition to the initial step of an energy audit (LGEA cost is covered 100% by the NJ Clean Energy Program!!), keep in mind the numerous other incentives offered by the State of New Jersey and utility companies to help fund energy efficiency upgrades.

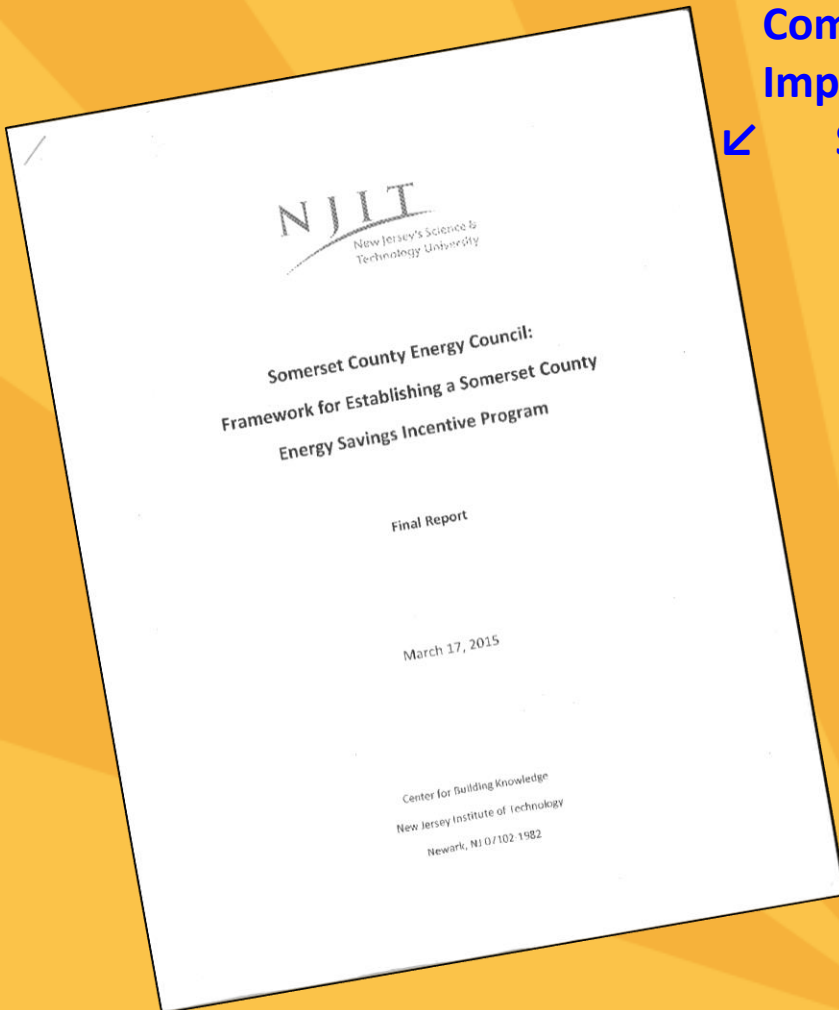
PROGRAM	INCENTIVE LEVEL	TYPE OF EQUIPMENT
NJCEP Direct Install	<ul style="list-style-type: none"> Existing facility (peak demand <200kW) Incentive pays 70% of cost of installed efficiency measures (equipment) Incentives paid directly to installer 	<ul style="list-style-type: none"> Lighting (interior lighting) HVAC Refrigeration Motors/Variable Frequency Drives
NJCEP Lighting (interior and exterior building, parking lot, recreational area)	<ul style="list-style-type: none"> Fixed incentive levels Pre-approval REQUIRED SmartStart Buildings Application Forms Must contact NJCEP 	<ul style="list-style-type: none"> Pre-qualified list of lighting equipment <ul style="list-style-type: none"> Performance lighting (new fixtures) Prescriptive lighting (1-to-1 replacement of lighting fixtures) Lighting controls
NJCEP SmartStart Buildings	<ul style="list-style-type: none"> Equipment incentives evaluated on a case-by-case basis Incentives based on type of equipment, efficiency, size, and end-use application SmartStart Buildings Application Forms Must contact NJCEP 	<ul style="list-style-type: none"> Electric Chillers Gas Cooling / Gas Heating Electric Unitary HVAC Ground Source Heat Pumps Variable Frequency Drives Gas Water Heating Food Service Equipment
Utility Company Incentives (may complement NJCEP incentives)	<ul style="list-style-type: none"> Offer on-bill repayment Offer 0% interest Incentives for local governments, local businesses, homeowners 	<ul style="list-style-type: none"> Utility company incentives vary by service territory Links for utility incentives programs provided in Sustainable Jersey actions



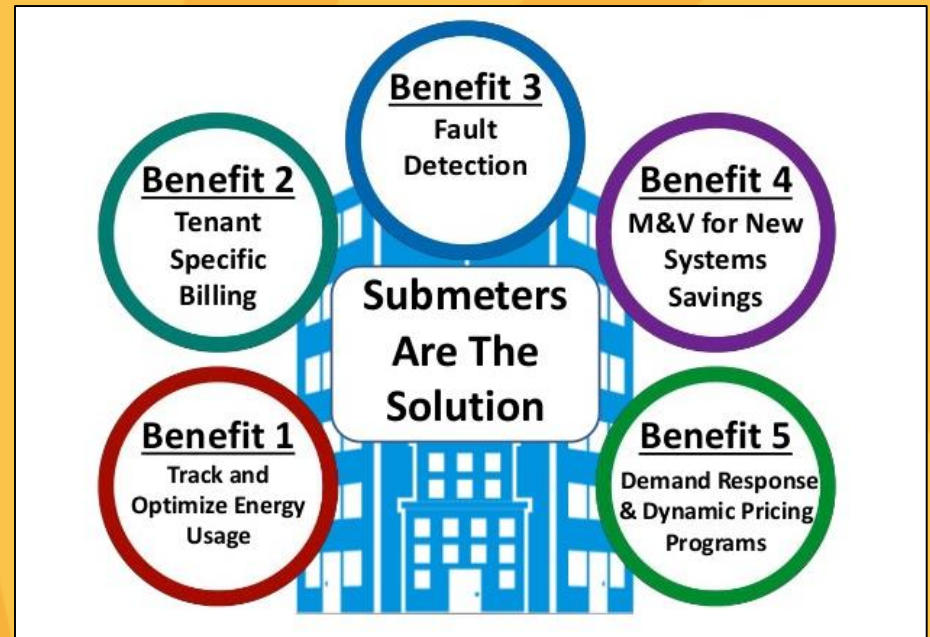
Studies, Plans, & Engineering

Studies and Engineering: Initial work for advanced projects, particularly engineering and business planning initiatives for projects likely to advance into implementation.

**Comprehensive
Implementation
Studies**



Sub-Metering Feasibility






Building Efficiency

Historic Buildings

- Older buildings were built to last!
- Buildings older than 1920 MORE efficient than those built later in the 20th Century
- Built without modern heating and cooling, so they incorporate energy savings designs such as deep eaves, cross ventilation
- South-facing for solar gain
- Old growth wood for windows can last for years and is more rot and warp resistant
- Requires specific expertise for energy retrofit



Solar Fire Stations

- Solar Thermal for domestic hot water needs
 - Solar plus storage / islanding for emergency operations
- 
- Solar PV reduces energy costs
 - Sustainable Jersey Actions
 - On-Site Solar Action
 - Storage and Islanding is an additional 10 points

raleighnc.gov/home/content/AdminServSustain/Articles/SolarThermal.html



Renewable Electric Storage

- New Jersey Clean Energy Program (NJCEP) funding
 - Open solicitation
 - Storage integrated with existing renewable energy system
 - Emergency back-up power for essential services
 - \$300 per kW
 - Up to \$300,000 OR 30% of project cost, whichever is less

njcleanenergy.com/renewable-energy/programs/energy-storage



Resilience

Solar + Storage



twitter.com/psegnews/status/716052526446022660

- Solar canopy on parking lot
- Rooftop solar on school
- Battery Storage
- Community shelter and warming station

- Hopewell Valley Central High School
- PSE&G Solar 4 All Program/Solar Storage Pilot Project
- National recognition by SEIA/SEPA at Solar Power Expo



Renewable Energy

Solar Parking Lot Canopy + EV Charging Station

Benefits

- Reduce urban heat island
- Keep vehicles cool in summer
- Protect vehicles from rain, snow
- Utilize unused space
- If building rooftop not suitable for solar
- Nearby to end user of energy
- Can be paired with EV chargers

Design Elements

- Significant construction project
- Experienced engineering / architectural partners
- High clearance
- Water, snow, ice management
- Vehicle protection piers



San Diego Zoo Solar Parking + EV Charging

Image: [sdge.com/newsroom/press-releases/2013-10-13/cost-savings-and-environmental-benefits-drive-growth-electric](https://www.sdge.com/newsroom/press-releases/2013-10-13/cost-savings-and-environmental-benefits-drive-growth-electric)



Renewable Energy

Solar Powered Bus Stop Shelters

- LED safety lighting
- No utility wiring or construction disruption
- WiFi routers



- Rechargeable battery pack
- Motion sensor night lighting



Images: www.handi-hut.com;
inhabitat.com/solar-powered-bus-shelter-unveiled-in-san-francisco/



Electric Vehicle Charging Stations

“It Pays to Plug In”

- NJ DEP and NJ BPU grant program
- Workplace charging stations (public, private, educational, government)
 - Up to \$250 per Level 1 Charger
 - Up to \$5,000 per Level 2 Charger
- First come, first served
- Sustainable Jersey Actions
 - Public Charging Infrastructure
 - Make Your Town EV Friendly



Image: EERE, Plug-in Electric Vehicle Handbook.
www.afdc.energy.gov/uploads/publication/pev_workplace_charging_hosts.pdf

drivegreen.nj.gov/programs.html

NOTE: Grant applicants may not be participating in PSE&G workplace charging program.



Electric Vehicle Charging Stations

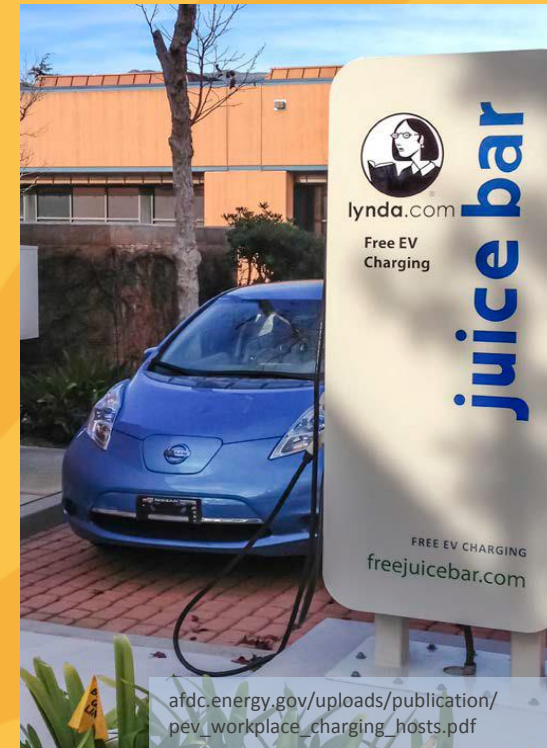
PSE&G EV Workplace Charging

- PSE&G provides charging equipment
- Organization pays:
 - Installation costs
 - Ongoing maintenance
 - Cost of electricity used



pseg.com/info/media/newsreleases/2016/2016-07-27.jsp#.V8bhKnokavl

PSE&G Workplace
Charging at TCNJ



Alternative Fuel Vehicles

Electric, Propane, Natural Gas



Alternative Fuel Vehicles

- Code enforcement vehicles
- Police vehicle fleet
- Light and heavy duty trucks
- Bus fleet
- Options
 - Electric
 - Propane
 - Natural Gas

Benefits

- Cleaner burning
- Air quality/health benefit
- Lower noise level
- Reduced maintenance costs
- Lower greenhouse gas emissions
- Sustainable Jersey Actions
 - Purchase AFV
 - Vehicle Conversions
 - Carbon Footprint



Alternative Fuel Vehicles

Electric, Propane, Natural Gas

Propane School Bus Fleet

- School bus fleet
 - Nation's largest fleet (480,000 busses in operation)
 - Largest form of mass transit
- Alternative fuel vehicles cost more than diesel
- Vehicle conversion
- Save 40-50% on fuel costs
- Sustainable Jersey Action
 - School Carbon Footprint





Fleet Route Optimization

Telematics

- Planning optimal routes maximizes efficiency
 - Reduces miles driven
 - Reduces stops at signals
 - Reduces time spent in traffic
 - Reduces number of vehicles needed for routes



Images: sussex.nj.us/Cit-e-Access/webpage

For more information:

- U.S. Department of Energy
Alternative Fuel Data Center

afdc.energy.gov/conserve/behavior_strategies.html



Evaluation Criteria

Proposals are evaluated based on...

Innovativeness
& uniqueness

Likelihood of
success

Impact of
proposed
project

Applicant
capacity

Influence on
future
activities

Partnerships &
leveraging



Eligibility Requirements

1. Be a New Jersey municipal government or school district.
2. Registered with Sustainable Jersey or Sustainable Jersey for Schools **AND** have an active **Green Team** in accordance with program requirements.
3. Proposed grant projects that would be eligible for funding or rebates available from the New Jersey Board of Public Utilities Clean Energy Program (NJCEP), regional utility company programs, or other state government incentive programs **must leverage these resources in addition to the Sustainable Jersey small grant as part of the overall project budget.** Municipalities participating in the Sustainable Jersey Solar Challenge are NOT eligible to apply for funding to support their participation in that program, but may submit a grant proposal for a different project.
4. Previous project grant recipients are eligible to apply IF they did not receive a large project grant in a 2016 grant cycle.
5. Any 2015 or earlier grant recipients must have closed out their grant to be eligible to apply.



Eligibility Requirements

6. Applicants already awarded a \$10,000 grant in previous **2016** Sustainable Jersey grant cycles are **NOT** eligible to apply.

7. Applicants awarded \$10,000 or \$30,000 Sustainable Jersey grant cycles prior to 2016 must have **completed the grant project, submitted the final report and financial documentation, and received confirmation from Sustainable Jersey that the final report has been approved** to be eligible.

Year Grant Awarded	Amount	Grant Status	Eligible to Apply for Grant
2016	\$10,000 or \$30,000	Open	No
		Closed +	No
	Under \$10,000	Open	Yes
		Closed +	Yes
2015 or earlier	\$10,000 or \$30,000	Open	No
		Closed +	Yes
	Under \$10,000	Open	Yes
		Closed +	Yes




Application


Information Packet

The application information packet can be downloaded from the Grants and Resources Page of the **Sustainable Jersey** or **Sustainable Jersey for Schools** website.

Questions:
Samantha McGraw
609-771-2938
grants@sustainablejersey.com



Sustainable Jersey Small Grants Program for Energy Initiatives Funded by the Gardinier Environmental Fund
2016 Municipality and School District Grant Application Package



Announcement Date:	Thursday, August 11, 2016
Application Due Date:	Friday, October 28, 2016
Link to Application:	https://app.wizehive.com/appform/login/Gardinier2016

All questions regarding the Small Grants Program should be directed to grants@sustainablejersey.com or 609-771-2938. General questions regarding the Sustainable Jersey Municipal Program should be directed to info@sustainablejersey.com or 609-771-2938. General questions regarding the Sustainable Jersey Schools Program should be directed to schools@sustainablejersey.com or 609-771-3427.

Table of Contents	
A. Background.....	2
B. Eligibility Requirements	2
Additional Eligibility Rules for Previous Grant Recipients	3
C. Use of Grant Funding	3
D. Grant Proposal	5
Grant Application Overview	5
E. Selection Process.....	7
F. Grant Awards and Additional Terms.....	8
Grant Awards	8
Additional Terms.....	8
G. Grant Recipient Reporting Requirements.....	9
Reporting Procedures	9
H. Sample Budget Template	10
I. New Jersey Clean Energy Program (NJCEP) Incentives	11

1



Application

Application Sections

Eligibility Screening

1. Sustainable Jersey Registration
2. Green Team Requirements
3. Previous Grant Requirements

Grant Proposal

1. Project Title and Brief Description
2. Project Team Members & Resumes
3. Action Plan & Timeline
4. Impact of Project
5. Budget Narrative
6. Evaluation

Required Attachments & Information



1. Green Team Information*
2. Authorization to Submit Grant
3. Detailed Budget

* Not required from Sustainable Jersey **certified** municipalities or districts with certified schools.



Application

Online Application



Sustainable Jersey & Sustainable Jersey for Schools

2016 Gardinier \$10,000 and \$30,000 Grant Application

For more information about the Sustainable Jersey Small Grants Program cycle, [click here for the information packet](#).

Sign Up/Sign In:

If this is the first time you are accessing this application, please Signup by entering an email address and a password to create an application for this cycle.

*Please note that each grant cycle is unique. Information on previously submitted applications is not carried over from application to application. Previous applicants must create a new application for each cycle. However, you can use the same email and password to Sign Up for each cycle. Additionally, if you are submitting multiple applications for different schools, each application must use a **different email address** to login into the grants application portal. If you are awarded a grant you will need to know the email address associated with the application to access the reporting forms.*

Once your new account is created, you will then be taken to the application form. If you have already created an application, please Login to review/edit your application or fill in other requested information.

Online Application Instructions:

You may save your work, log out, and resume your in progress application at any time. Drafts of the application will automatically save every 5 minutes, and a "save draft" button is available at the end of the application form.

If you have any questions regarding the application or its online submission, please contact grants@sustainablejersey.com or 609-771-2469.

Application Due Date: Friday, October 28, 2016 at midnight

LOGIN

Email

Password

[Forgot Password?](#)

SIGNUP

Email

Password

Confirm Password

POWERED BY
wizehive

Access the application here:

<https://app.wizehive.com/appform/login/Gardinier2016>



Application Sections

Proposal Sections

Project Title and Brief Description

- Provide a 2-3 sentence description of what you plan to accomplish
- Project descriptions should be clear and concise

Project Team Members & Resumes

- List the key people that will be involved in the project along with their resumes.

Action Plan & Timeline

- Outline the steps that will be taken to complete the project.
- Make sure the project can be completed by the end of the 18 month performance period.



Application Sections

Proposal Sections

Impact of Project

- Describe how this project will advance your energy conservation, energy efficiency, energy resiliency or renewable energy efforts.
- Describe how the project will augment existing efforts and/or be a catalyst to advance your energy initiatives.

Budget Narrative

- Describe how the grant funds will be spent.
- Explain the total budget for the project if other funds are necessary to complete the project.
- Identify other project funding sources including in-kind and cash matches.

Evaluation

- Describe how you will assess the impact of the project.
- What kind of documentation will be submitted to evaluate success?



Application Sections

Required Attachments

Green Team Information*

- List of Green Team members
- Documentation establishing green team
- Summary of green team activities from the last year

Authorization to Submit Grant Application

- NOTE: This is **DIFFERENT** from the resolution passed to register for Sustainable Jersey.

Detailed Budget

Templates for the detailed budget and resolution of support can be found on the Gardinier Small Grants Program page of www.sustainablejersey.com and www.sustainablejerseyschools.com and also within the grant application

*Criteria waived for certified communities and districts with certified schools



Application Sections

Required Attachments

Resolution of Support

- Supporting resolution from local governing body authorizing the grant.*
- In order for a municipality or school district to be awarded this grant, the local governing body must pass a resolution supporting the application by October 28, 2016.
- If this resolution has not been acted on by the application submission date, a letter from the mayor or business administrator stating that the resolution is in process and will be submitted by December 5th, 2014 can be provided in the interim.

* This is NOT the same as the Resolution needed to register for Sustainable Jersey/Sustainable Jersey For Schools participation or to establish a Green Team.



Application Sections

Required Attachments

Detailed Budget

Budget Template

Sample Budget Template

An Excel version of the template is available [here](#).

**Small Grants Program
Budget Template**

The sample budget template is available here in an editable form. It is provided for your convenience. You do not have to use this template to meet our requirements but you must include an itemized budget in your application. Simply insert rows in each section if you have additional line items. If the proposed project will be 100% funded by the grant, do not enter anything in the Other Funding Source (cash or in-kind) column. If the grant funds will contribute to the completion of a project this will also be funded by other sources, please identify the amount of this funding in the Other Funding Source column. In addition, in the Budget Narrative please identify what the other funding sources are and if the funding has been secured.

Applicant Name:

A. SALARIES, WAGES, AND FRINGE BENEFITS

Name	Title	Hours/Rate	Sustainable Jersey Grant Funds	Other Funding Sources (cash or in-kind)	Total Cost
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
Total Salaries			\$ -	\$ -	\$ -

B. SUBCONTRACTORS/CONSULTANT COSTS

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

C. ITEMIZED EQUIPMENT

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

D. ITEMIZED SUPPLIES

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

E. OTHER ITEMIZED EXPENSES

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

8

Include an itemized project budget showing salaries, consultant or contractor service fees, equipment, and supplies



Tips for Proposals

Successful proposals are...

Practical

Well Written

Impactful

**Effective in Leveraging Resources
and Partnerships**



Awarding of Grants

Grant awards will be announced by:

December 15, 2016

Fifty percent (50%) of the grant funds will be disbursed at the beginning of the grant period.

The remainder will be transmitted upon completion of the grant funded activities and acceptance of the recipient's final report.



Reporting Requirements

All grant recipients are required to:

1. Participate in applicable NJCEP or utility sponsored energy conservation or energy efficiency funding incentives and include those rebates or cost adjustments in the project budget. See Section I for an overview of the incentive programs. **We strongly encourage all applicants to coordinate with the NJCEP at 866-NJSMART (866-657-6278) or visit the [website](#).**
2. Notify Sustainable Jersey of any project related ribbon-cutting ceremonies or milestone events so that media outreach can be coordinated with Sustainable Jersey and the Gardinier Environmental Fund to celebrate the applicant's accomplishments in completing the grant project.
3. Install a sign indicating the project was funded by the Sustainable Jersey Small Grants Program and the Gardinier Environmental Fund (where applicable).



Reporting Requirements

4. Acknowledge the Sustainable Jersey Small Grants Program and the Gardinier Environmental Fund, as providing funding for grant related programs, activities and events. Copies of materials acknowledging the funders will be required attachments in the final grant report.
5. Include at least TWO photographs depicting the grant project and/or related activities with the final report. Whenever possible the photographs should include community members. Sustainable Jersey reserves the right to use these photographs in reports to the grant program sponsor, presentations, and other program related materials.



Reporting Requirements

Six-month Status Report – Due September 30, 2017

- Project description
- Completed, delayed, and upcoming project milestones
- Estimated project completion date
- List of project expenditures paid for by the grant funds to date
- Modifications to the original project plan outlined in the grant proposal (if needed). **All substantial project or budget modifications must be pre-approved by Sustainable Jersey.**

Grant reporting will be completed online. Reminders will be emailed to the primary project contact in advance of the reporting submission deadline.



Reporting Requirements

Final Report – Due June 30, 2018

- Brief description of completed project highlighting the outcomes and impact.
- Challenges faced and how they were addressed.
- Summary of any modifications to the project, activities, and outcomes outlined in the original proposal.
- Impact of the project including who benefitted and how, and next steps.
- Lessons learned.
- Samples of communications distributed related to the grant.
- TWO photographs of the grant project and/or related activities.
- Documentation Sustainable Jersey and Gardinier Environmental Fund were acknowledged as the project funders in promotional materials and signage.
- Expenses, listing of budgeted vs. actual expenses and supporting documentation (invoices, purchase orders, receipt copies, etc.)
- Signed and dated [Grantee's Certification and Declaration](#) page

Grant reporting will be completed online. Reminders will be emailed to the primary project contact in advance of the reporting submission deadline.



Key Things to Remember

The application is due **October 28, 2016** by midnight

The **application** is available online at

<https://app.wizehive.com/appform/login/Gardinier2016>

Good Luck!

For more information contact Sustainable Jersey at grants@sustainablejersey.com or 609-771-2938



District & School Upcoming Events

2016 NJEA Small Grant Cycle Informational Webinar

September 14, 2016, 3:00-4:00pm

[REGISTER](#)

School districts and schools registered with Sustainable Jersey for Schools are eligible to apply for ten \$10,000 and forty \$2,000 grants to support implementation of projects that help gain points needed for Sustainable Jersey for Schools certification and make progress toward a sustainable future. These grants are funded by NJEA. Webinar participants will walk through the essentials of the online Sustainable Jersey for Schools Small Grant application process. **Application Deadline: October 28.**

Successful School Green Teams

September 29, 2016, 3:00-4:00pm

[REGISTER](#)

Participants will learn from other schools and districts tools to enhance green team participation and strengthen partnerships. Additional clarification and guidance will be offered on fulfilling the requirements for the mandatory "Green Team" action.



District & School Upcoming Events

Preparing for Certification

October 6, 2016, 3:00-4:00pm

[REGISTER](#)

Is your school or district participating in the Sustainable Jersey for Schools program? Whether you are already certified or just getting started, this webinar will provide helpful tips for making progress toward making your school or district more sustainable.

The webinar will provide:

- A brief overview of the program and the Sustainable Jersey for Schools website
- Tips for selecting and documenting actions at both the district and schools' level
- Timeline for the certification cycle for 2017

Navigating the Application for First Time Users

October 13, 2016, 3:00 - 4:00pm

[REGISTER](#)

Registered districts and schools will walk through the basics of the online application process to achieve bronze or silver certification for 2017. Learn how to add contributors to your application, search actions, upload documentation, and submit your materials for review.

Meet the Faces of Sustainable Jersey



Visit Us in Atlantic City at:

THE NJ SCHOOL BOARDS ASSOCIATION "WORKSHOP 2016"

October 25-27, 2016

THE NJEA CONVENTION

November 10-11, 2016

THE NEW JERSEY LEAGUE OF MUNICIPALITIES CONFERENCE

November 15-17, 2016

The Sustainable Jersey Awards Luncheon is on November 15, 2016. Sustainable Jersey has 9 sessions at the NJLM Conference. For more information, click [here](#)

CHECK THE [SUSTAINABLE JERSEY CALENDAR](#) and [THE SUSTAINABLE JERSEY FOR SCHOOLS CALENDAR](#) ON OUR WEBSITES FOR FURTHER DETAILS AND MORE INFORMATION ON UPCOMING EVENTS or to REGISTER FOR EVENTS!

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