



## Sustainable Jersey and Sustainable Jersey for Schools

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### Opportunity for FREE Technical Support on Energy Initiatives

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**Announcement Date:** February 13, 2017  
**Application Due Date:** April 14, 2017

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#### **A. Background**

Sustainable Jersey is once again partnering with the Environmental Defense Fund (EDF) and New Jersey Natural Gas (NJNG) to provide a powerful program to assist municipalities and school districts within [NJNG service territory](#) in completing the Sustainable Jersey energy actions. Efforts will be focused on improving building performance through energy efficiency analysis, planning, and upgrades, but may also include renewable energy and other energy-related improvements.

This program will provide a trained EDF Fellow, typically an MBA or similar graduate with specialty training in energy project assessment and development, to work for 10 weeks (40 hours per week) during the summer of 2017 at no cost to the municipality or school district. The fellow will provide the expertise and support needed to help implement Sustainable Jersey energy actions, including but not limited to:

- Establishing and/or updating comprehensive energy tracking management system, benchmarking, and creation of an energy usage baseline
- Creating a carbon footprint
- Planning and, where feasible, implementing energy audits to identify building improvements
- Where needed, providing business planning to formulate a building upgrade action plan
- Planning and helping to coordinate building performance upgrades
- Exploring feasible renewable energy options including direct purchase options and planning for on-site generation systems

The exact work program will depend on what energy work has already been completed, and the district or municipality priorities for building energy performance upgrades. Work on these efforts will include research and assistance with application for outside funding through the NJ Clean Energy Program or other incentive and grant programs, and developing the documentation needed to apply for Sustainable Jersey certification points for related energy actions.

Sustainable Jersey energy staff will provide guidance and support for the EDF Fellow and compensate him/her through a grant funded by New Jersey Natural Gas. The receiving municipality(ies) and district(s) will be expected to provide:

- The EDF Fellow a place to work for the 10 weeks of the program, during the summer of 2017, including a desk, a phone, a computer, and an email account.
- An on-site supervisor/coach to serve as the primary contact for the Fellow and provide oversight, in collaboration with the Sustainable Jersey energy program staff.
- Access to energy records as needed by the project, support from relevant staff, and an opportunity to present project results and recommendations to senior decision makers by the end of the program.

**Applications are due April 14, 2017.** Please contact Tony O'Donnell, Project Specialist for Sustainable Jersey's Energy Team, at 609-771-2921 or email him at [odonnela@tcnj.edu](mailto:odonnela@tcnj.edu) if you have any questions regarding this opportunity.

### ***B. Eligibility Requirements***

To be eligible to apply for 2017 EDF Fellow program, an applicant must:

- Be a New Jersey municipality or school district registered in the respective Sustainable Jersey certification program.
- Be physically located within the [New Jersey Natural Gas territory](#). See Section F of this application for a summary of areas included in the NJNG territory.
- Agree to provide the support outlined in Section A.

### ***C. Submitting the Application***

1. A completed application must be **submitted electronically by 11:59 pm on April 14, 2017 to [grants@sustainablejersey.com](mailto:grants@sustainablejersey.com)**.
2. The email subject line should include the municipality's or school district's name and "2017 EDF Fellows Application".
3. Applicants will receive an email acknowledging receipt of their application.

#### **D. Selection Process**

A committee of Sustainable Jersey staff will review and evaluate applications. **During the selection process, it is likely that staff will want to interview appropriate municipal, school personnel to assess potential match with the EDF Fellows program. Applicants must be responsive to this interview request to be considered for the program.**

Applications will be screened based on the Eligibility Requirements outlined in Section B and evaluated based on the criteria outlined below:

- The applicant is registered in the Sustainable Jersey or Sustainable Jersey for Schools program.
- Responsiveness to selection committee interview request.
- Demonstrated commitment to support the Fellow's effort and complete the appropriate energy actions.

#### **E. Sustainable Jersey Technical Support for Energy Initiatives Application Form 2017**

Please complete the attached *Sustainable Jersey Technical Support for Energy Initiatives 2017 Application*. Please contact Tony O'Donnell, Project Specialist for Sustainable Jersey's Energy Team at 609-771-2921 or email him at [odonnella@tcnj.edu](mailto:odonnella@tcnj.edu) if you have any questions regarding this opportunity.

A completed application must be **submitted electronically by April 14, 2017 to [grants@sustainablejersey.com](mailto:grants@sustainablejersey.com)**. The email subject line should include the municipality's or school district's name and "2017 EDF Fellows Application". Applicants will receive an email acknowledging receipt of the application.



## Technical Support for Energy Initiatives 2017 Application

<b>Municipality or School District Name</b>	
<b>County</b>	

### Primary Municipal/School District Contact

*(The application follow-up and will be directed to this contact.)*

<b>Name</b>	
<b>Title</b>	
<b>Mailing Address</b>	
<b>Phone</b>	
<b>Email</b>	

For **municipal applicants**, please list the approximate number of buildings. For **school district applicants**, please list each school in the district including the name and type (elementary, etc.). In lieu of listing the information here, it can be included as an attachment. Just note in the box that an attachment is provided.

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**Summary**

*Please provide a summary of the energy relative initiatives that are completed or planned at any of the municipal or school district facilities. Note if the efforts were funding in part through the New Jersey Board of Public Utilities Clean Energy Program or other external funding source.*

**Authorization**

*The application should signed by an authorized individual. For a municipality, this includes the mayor or other authorized member of the governing body, or the business administrator. For school districts, this includes the superintendent or business administrator.*

I hereby authorize submission of this application, and agree that if selected, \_\_\_\_\_  
\_\_\_\_\_ will accept the assignment of an EDF Fellow for a period of 10 weeks during the Summer of 2017 and provide him/her with the necessary guidance and support to accomplish the program outlined in this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**F. New Jersey Natural Gas Territory**

**BURLINGTON COUNTY**

Bass River Township  
Washington Township

**MIDDLESEX COUNTY**

Old Bridge Township (\*)

**MONMOUTH COUNTY**

Aberdeen Township  
Allenhurst Boro  
Asbury Park, City of  
Atlantic Highlands  
Avon-By-The-Sea  
Belmar Boro  
Bradley Beach Boro  
Brielle Boro  
Colts Neck Township  
Deal Boro  
Eatontown Boro  
Englishtown Boro  
Fair Haven Boro  
Farmingdale Boro  
Freehold Boro  
Freehold Township  
Hazlet Township  
Highlands Boro  
Holmdel Township  
Howell Township  
Interlaken Boro  
Keansburg Boro  
Keyport Boro  
Lake Como Boro  
Little Silver Boro  
Loch Arbour Village  
Long Branch, City of  
Manalapan Township  
Manasquan Boro  
Marlboro Township  
Matawan Boro  
Middletown Township

**MONMOUTH COUNTY**

Monmouth Beach Boro  
Neptune City Boro  
Neptune Township  
Oceanport Boro  
Ocean Township  
Red Bank Boro  
Rumson Boro  
Sea Bright Boro  
Sea Girt Boro  
Shrewsbury Boro  
Shrewsbury Township  
Spring Lake Boro  
Spring Lake Hts. Boro  
Tinton Falls Boro  
Union Beach Boro  
Wall Township  
West Long Branch Boro

**MORRIS COUNTY**

Boonton, Town of  
Boonton Township  
Denville Township  
Dover, Town of  
Jefferson Township  
Lincoln Park Borough  
Mine Hill Township  
Montville Township  
Mountain Lakes Boro  
Mount Arlington Boro  
Mount Olive Twp. (\*)  
Netcong Boro  
Parsippany-Troy Hills Twp.(\*)  
Randolph Township (\*)  
Rockaway Boro  
Rockaway Township  
Roxbury Township  
Washington Township (\*)  
Wharton Boro  
Victory Gardens Boro

**OCEAN COUNTY**

Barneget Light Boro  
Barneget Township  
Bay Head Boro  
Beach Haven Boro  
Beachwood Boro  
Berkeley Township  
Brick Township  
Eagleswood Township  
Harvey Cedars Boro  
Island Heights Boro  
Jackson Township  
Lacey Township  
Lakehurst Boro  
Lakewood Township  
Lavallette Boro  
Little Egg Harbor Twp.  
Long Beach Township  
Manchester Twp. (\*)  
Mantoloking Boro  
Ocean Gate Boro  
Ocean Township  
Pine Beach Boro  
Point Pleasant Boro  
Point Pleasant Beach  
Seaside Heights Boro  
Seaside Park Boro  
Ship Bottom Boro  
South Toms River Boro  
Stafford Township  
Surf City Boro  
Toms River Township  
Tuckerton Boro

**SUSSEX COUNTY**

Hopatcong Boro

(\*) Partial Franchise