



## Sustainable Jersey and Sustainable Jersey for Schools

### Opportunity for FREE Technical Support on Energy Initiatives

**Announcement Date:** March 1, 2019  
**Application Due Date:** April 8, 2019

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#### **A. Background**

Sustainable Jersey is partnering with the Environmental Defense Fund (EDF) and New Jersey Natural Gas (NJNG) on a program to assist municipalities and school districts within [NJNG service territory](#). The program provides direct technical assistance at no cost to school districts and municipalities to improve building performance through energy efficiency analysis, planning, and upgrades.

A trained EDF Fellow, typically an MBA or similar graduate with in-depth training in energy project assessment and development, will work onsite at the school district or municipality for approximately 9-10 weeks (part-time, as each EDF Fellow works with more than one local government unit) during the summer of 2019. EDF Fellows provide expertise and support for school districts and municipalities to take advantage of [New Jersey Natural Gas](#) and [New Jersey’s Clean Energy Program \(NJCEP\)](#) incentives for energy efficiency audits and for facility and/or equipment upgrades that can help save energy and money. Further details on the incentives are in Section G below.

EDF Fellows in this program in the previous years have helped school districts and municipalities to:

1. Submit documentation for [Sustainable Jersey energy actions](#), including but not limited to:
  - Energy Tracking and Management (including Benchmarking)
  - Municipal or School Carbon Footprint
  - Energy Efficiency for Municipal and School Facilities
  - Fleet Inventory

2. Prepare documentation to submit applications for NJCEP programs such as Local Government Energy Audit, Direct Install, and SmartStart as well as to assist in preparing grant applications (such as for the Sustainable Jersey Grants Program or NJDEP's It Pays to Plug In program). Further details on NJNG and NJCEP incentive programs are provided below in Section G.

The exact work program for each school district or municipality will depend on the energy work that has already been completed, as well as district or municipality priorities for building energy upgrades. To learn more about what EDF Fellows have helped schools and municipalities to accomplish, please visit the EDF website: <http://bit.ly/EDFSJFellows>

The EDF Fellows work with Sustainable Jersey staff and are compensated through a grant funded by New Jersey Natural Gas. The selected municipality(ies) and school district(s) will be expected to provide:

- A place for the EDF Fellow to work onsite for the 9-10 weeks of the program during the summer of 2019.
- An on-site supervisor/coach to serve as the primary contact for the Fellow and provide oversight, in collaboration with Sustainable Jersey energy program staff.
- Access to utility bills and other energy records as needed for 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 Monday April 8, 2019.** Please contact Nancy Quirk, Energy Program Manager at: 609.771.2902 or [quirkn@tcnj.edu](mailto:quirkn@tcnj.edu) if you have any questions regarding this opportunity.

**2017 EDF Program Promotional video:** If you are thinking of applying and would like more details about how the program works, please take a look at this 5 minute promotional video discussing the work done in 2017 through the EDF Fellow program: <https://youtu.be/pyjRTEUAlkw>

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

To be eligible to apply for the 2019 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 for the EDF Fellow as outlined in Section A above.

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

1. A completed application must be **submitted electronically by 11:59 pm on Monday April 8, 2019 to [grants@sustainablejersey.com](mailto:grants@sustainablejersey.com)**.
2. The email subject line should include the municipality's or school district's name and "2019 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:

- 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 2019**

Please complete the attached *Sustainable Jersey Technical Support for Energy Initiatives 2019 Application*.

A completed application must be **submitted electronically by Monday April 8, 2019 to [grants@sustainablejersey.com](mailto:grants@sustainablejersey.com)**. The email subject line should include the municipality's or school district's name and "2019 EDF Fellows Application". Applicants will receive an email acknowledging receipt of the application.

Contact Nancy Quirk, Sustainable Jersey Energy Program Manager at: 609.771.2902 or [quirkn@tcnj.edu](mailto:quirkn@tcnj.edu) if you have any questions regarding this opportunity.



## Technical Support for Energy Initiatives 2019 Application

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

### Primary Municipal/School District Contact

*(The application follow-up from Sustainable Jersey 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 municipal 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, you can include it in an attachment; just note in the box that an attachment is provided.

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**Summary**

*Please provide a summary of the energy initiatives that have been completed or are being planned at any of the municipal or school district facilities. Note if the efforts were funded in part through NJNG and/or New Jersey’s Clean Energy Program (NJCEP) incentives or other external funding sources. A list of NJNG and NJCEP incentives available to local governments is provided in Section G below.*

**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 9-10 weeks during the summer of 2019 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

## **G. New Jersey Natural Gas and NJCEP Incentive Programs**

### **New Jersey Natural Gas (NJNG) SAVEGREEN program**

**Call: 877-455-NJNG (6564)**

Working in partnership with New Jersey's Clean Energy Program™ (NJCEP), NJNG's 0% APR On-Bill Repayment Program (OBRP) can help make upgrading to high-efficiency natural gas equipment more affordable.

#### **DIRECT INSTALL**

SAVEGREEN provides upfront incentives to remove the cost of constraints for participating in the Direct Install program from NJCEP. This affordable turnkey solution starts with a free energy assessment of your building and is designed to reduce costs by replacing lighting, HVAC systems and other outdated operational equipment including refrigeration, with energy-efficient alternatives.

#### **Highlights include:**

- NJCEP will pay up to 70 percent of retrofit costs. Terms and Conditions apply.
- With SAVEGREEN's OBRP, you can finance the balance at 0% APR for three years.
- Work with NJCEP's network of participating independent contractors.

#### **SMARTSTART BUILDINGS**

NJCEP provides individual energy efficiency rebates to help you achieve substantial energy savings, both now and for many years to come.

#### **Highlights include:**

- Receive NJCEP rebates for eligible commercial energy-efficient equipment.
- With SAVEGREEN's OBRP, you can finance the balance up to \$130,000 at 0% APR for 10 years.
- Choose your own contractor.

**For all NJCEP incentive programs, call 866-NJSMART (866-657-6278) or visit:**

[www.njcleanenergy.com/commercial-industrial/home/home](http://www.njcleanenergy.com/commercial-industrial/home/home)