

SUSTAINABILITY
SUMMIT



Sustainable Jersey Boot Camp: Getting Started Support Session

Friday, May 5, 2023

Agenda

1. Municipal Program
2. Schools Program
3. Grants Program



Speakers



**Samantha A.
McGraw**
Sustainable Jersey
Senior Program
Manager



JoAnna Contarino
Sustainable Jersey for
Schools
Program Assistant



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Sustainable Jersey
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SUSTAINABILITY SUMMIT



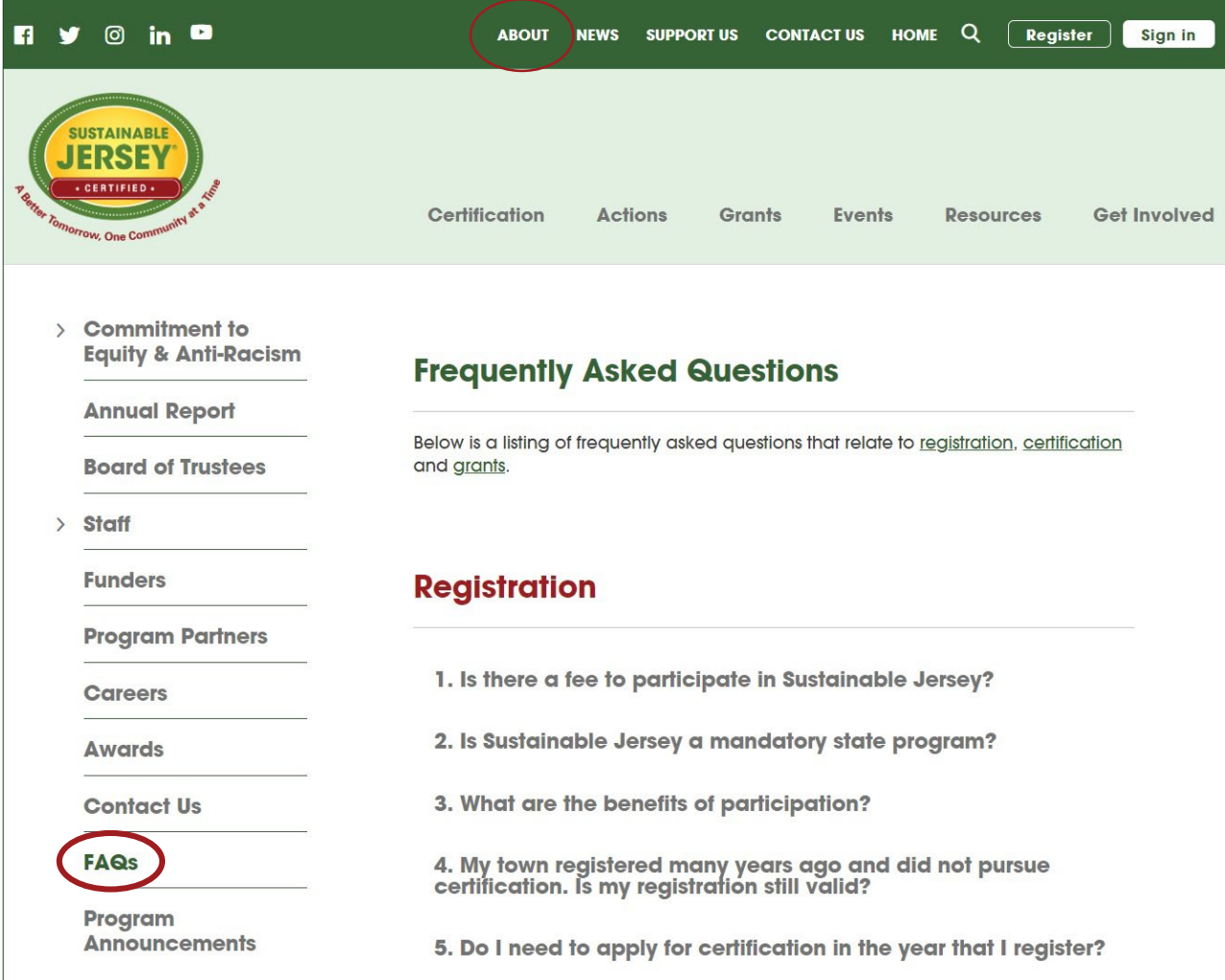
Getting Started with Municipal Certification



Getting Started - FAQs

FAQs page provides answers to many frequently asked questions about registration, certification, and the grants program.

sustainablejersey.com/about/faqs



The screenshot shows the Sustainable Jersey website's navigation and content. The top navigation bar is dark green with white text for 'ABOUT', 'NEWS', 'SUPPORT US', 'CONTACT US', and 'HOME'. A search icon and 'Register' and 'Sign in' buttons are also present. The 'ABOUT' link is circled in red. Below the navigation bar is a light green banner with the Sustainable Jersey logo on the left and a menu of links: 'Certification', 'Actions', 'Grants', 'Events', 'Resources', and 'Get Involved'. The main content area has a left sidebar with a list of links: 'Commitment to Equity & Anti-Racism', 'Annual Report', 'Board of Trustees', 'Staff', 'Funders', 'Program Partners', 'Careers', 'Awards', 'Contact Us', 'FAQs' (circled in red), and 'Program Announcements'. The main content area features a section titled 'Frequently Asked Questions' with a sub-section for 'Registration' containing five numbered questions.

ABOUT NEWS SUPPORT US CONTACT US HOME Q Register Sign in

SUSTAINABLE JERSEY
CERTIFIED
A Better Tomorrow, One Community at a Time

Certification Actions Grants Events Resources Get Involved

> Commitment to Equity & Anti-Racism
Annual Report
Board of Trustees
> Staff
Funders
Program Partners
Careers
Awards
Contact Us
FAQs
Program Announcements

Frequently Asked Questions

Below is a listing of frequently asked questions that relate to [registration](#), [certification](#) and [grants](#).

Registration

1. Is there a fee to participate in Sustainable Jersey?
2. Is Sustainable Jersey a mandatory state program?
3. What are the benefits of participation?
4. My town registered many years ago and did not pursue certification. Is my registration still valid?
5. Do I need to apply for certification in the year that I register?

Registration

1. To join Sustainable Jersey, the municipal governing body will need to pass a resolution to participate.
2. Designated representative signs up for an account & submits registration.
3. Once registration is approved, access given to Municipal Dashboard & certification application.
4. Registration never expires.

sustainablejersey.com/certification/registration-overview/

The screenshot shows the Sustainable Jersey website. At the top, there is a dark green navigation bar with social media icons (Facebook, Twitter, Instagram, LinkedIn, YouTube) on the left and links for ABOUT, NEWS, SUPPORT US, CONTACT US, HOME, and a search icon. The 'Register' button is circled in red. Below the navigation bar is a light green header section containing the Sustainable Jersey logo (a green circle with 'SUSTAINABLE JERSEY' and 'CERTIFIED' text, and the tagline 'A Better Tomorrow, One Community at a Time') and a horizontal menu with links for Certification, Actions, Grants, Events, Resources, and Get Involved.

The main content area is white. On the left is a sidebar menu with the following items: Municipal Dashboard, Certification Overview (with a right-pointing chevron), Why Get Certified?, 2023 Certification Cycle, Search Participating Municipalities & Approved Actions, Registration Overview (circled in red), Register a Municipality (with a right-pointing chevron), Annual Awards (with a right-pointing chevron), Resources, and FAQs.

The main content area features a section titled 'Registration Overview' with a sub-heading 'Participation in Sustainable Jersey is FREE and voluntary'. The text states: 'Sustainable Jersey is a nonprofit organization and participation in the program is not mandated by the state of New Jersey.' It further explains that to become a Sustainable Jersey Certified municipality, the municipality must first be registered with the program, and that only municipalities or organizations formally designated to represent the municipality may register. A sub-heading 'Pass a Resolution to Participate' follows, stating that a municipality will need to pass a resolution stating its intent to seek Sustainable Jersey certification and designate an entity to be in charge of the process. A button labeled 'Sample Registration Resolution' is provided. Another sub-heading 'Sign-In or Sign Up for a Website Account' is followed by text stating that the person responsible for registering the municipality must be signed in if they have an existing account or sign up for a website account on the Sustainable Jersey website. A button labeled 'Sign-In or Sign Up' is provided. The final sub-heading is 'Register a Municipality Online', with text stating that once signed into your account, the user should fill out the registration fields in the online registration form by providing municipal contact information and uploading a copy of the resolution to participate. A button labeled 'Sample Registration Resolution' is also present at the bottom of the page, circled in red.

Establish your Green Team

- Leads and coordinates the sustainability activities of the community
- Develops plans, implements programs, and assists with educational opportunities that support the creation of a sustainable community
- Diverse group of members encouraged



Green Team Cont'd.

- Aspire to create a team representing the demographics of the town
- Can be part of an existing group, like an Environmental Commission

Learn more about green teams:

sustainablejersey.com/resources/green-team-resources/what-is-a-green-team/



Certification Timeline



- Three rounds of submission & review.
- Recommended to submit in first and/or second rounds to gain feedback on application prior to final deadline.
- Certified municipalities recognized at Sustainable Jersey Annual Luncheon at NJLM Conference in November.

	FIRST ROUND	SECOND ROUND	THIRD ROUND
Submission Deadline	Feb. 26	May 12	July 27
Return Date	Early-April	Mid-June	Mid-Sep.

Actions

1. Review menu of actions on website or in the Master Action Tracking Spreadsheet.
2. Check Program Updates page for new & updated actions.
3. Talk with green team members to identify interests and assign actions to work on.

sustainablejersey.com/actions

Sustainable Jersey
A Better Tomorrow, One Community at a Time

Certification **Actions** Grants Events Resources Get Involved

Municipal Dashboard

- > Action Development
- Priority & Prerequisite Actions
- 2023 Certification Cycle
- > Gold Star Standards
- Program Updates**
- Search Participating Municipalities & Approved Actions
- Resources

Actions

Sustainable Jersey actions are designed with flexibility to meet the varying needs of all municipalities. Actions are organized within action categories. Each action description below outlines steps for completion, certification points, resources, and municipal spotlights. Review the requirements to earn Bronze or Silver certification [here](#). Many actions have variable points, which means there are several ways to complete the action based on the work done. Access your municipality's application for certification through the [Municipal Dashboard](#).

Important Note: Due to changes in Chrome, some documents in Sustainable Jersey actions may not download after clicking on the link. The documents can still be downloaded in Chrome by **right clicking** on the link and selecting to **open it in a new tab or window**.

Search Actions

Type in a word(s) to identify all actions with that word(s) in the title

Mandatory Priority

↑ BACK TO TOP EXPAND ALL ↓ COLLAPSE ALL ↑

- Animals in the Community
- Arts & Creative Culture
- Brownfields
- Community Partnership & Outreach
- Diversity & Equity

Download Master Action Tracking Spreadsheet

Download Sustainable Jersey Brochure

Tour the Sustainable Jersey Website

Actions

4. Review action description for helpful guidance.

5. Meet with municipal representatives to determine what actions may already be complete.

sustainablejersey.com/actions

Community Education & Outreach

5 Points 10 Points 15 Points 20 Points

Print Get PDF

Why is it important?	Updated January 2020
Who should lead and be involved with this action?	Community education and outreach is an essential element of any effort to make change. It provides community members with an understanding of sustainability as it relates to their everyday lives by giving them an understanding of how the choices they make can lead to a more sustainable future for themselves and their communities. This action promotes sustainability literacy and builds awareness, understanding, and action by educating municipal staff, residents, business and non-profit sectors of the community about the need for sustainable choices and behaviors. In addition to promoting action outside of local government, it can build support within the community for local government through various community education and outreach activities. Partners offer opportunities for stakeholders to learn and to implement sustainable practices.
Timeframe	
Project costs and resource needs	
What to do, and how to do it ("How to")	
What to submit to earn points for this action	
Resubmission Requirements	
Approved Action Expiration Date	
Spotlight: What NJ municipalities are doing	
Resources	

Important: Review action sections before starting work

Why is it important?

Achieving sustainability requires contributions from local, state, national, and international entities as well as individuals. The collective impact of individual action will significantly change the world around us, and communities are key leaders for engaging those individual actors. Community education and outreach is the logical first step in creating a shared understanding of the importance of sustainability and how each member of the community can help achieve it.

Green Team Resources

1. What is a Green Team?
 - a. Information about forming your green team & sample docs.

2. Working on Certification
 - a. Master Action Tracking Spreadsheet
 - b. Application User Guide
 - c. Certification-specific webinar recordings & presentations
 - d. **Strategizing for Success: Actions to Help Your Town Get Certified Webinar** – identifies low-hanging fruit actions to consider including in your application.

sustainablejersey.com/resources/green-team-resources/working-on-certification/

The screenshot shows the Sustainable Jersey website's Resources page. The header features the Sustainable Jersey logo (a green circle with 'SUSTAINABLE JERSEY CERTIFIED' and the tagline 'A Better Tomorrow. One Community at a Time') and navigation links for Certification, Actions, Grants, Events, Resources (circled in red), and Get Involved. A left sidebar menu includes links for Data Center, Publications (with 'Green Team Resources' checked and highlighted by a red box), Presentations, and Funding Database. The main content area is titled 'Green Team Resources' and contains four resource cards: 'Creating a Green Team', 'Green Team 2.0', 'Working on Certification', and 'Green Team Promotion'. Each card includes a brief description and a 'Read More' button.

Webinar Recordings

- Webinars on different action topics available to view at your convenience.
- Presentations from other conferences available as well under the general Presentations page.

sustainablejersey.com/resources/presentations/webinars/

The screenshot shows the Sustainable Jersey website. At the top left is the logo with the text "SUSTAINABLE JERSEY CERTIFIED" and the tagline "A Better Tomorrow, One Community at a Time". The navigation menu includes "Certification", "Actions", "Grants", "Events", "Resources" (circled in red), and "Get Involved".

On the left sidebar, a menu lists: "Data Center", "Publications", "Green Team Resources", "Presentations" (highlighted with a red box), and "Funding Database". Under "Presentations", there are links for "Sustainability Summit", "NJLM Conference", "Trainings", and "Webinars". Below this is the "New Jersey Community Solar Project Finder".

The main content area is titled "Webinar Recordings & Presentations". It contains a paragraph: "To further assist you in the certification process, we have provided links to previous webinar recordings and presentations that supply information relevant to all aspects of our program. If you were unable to attend one of our online presentations, this is a great opportunity to learn about what you missed. Webinars are listed by action category."

Below this is a "Category Navigation" section with two columns of links:

- Arts & Culture
- Brownfields
- Certification & Recertification
- Community Partnership & Outreach
- Emergency Management & Resiliency
- Energy
- Grants Program
- Green Design
- Health & Wellness
- Land Use & Transportation
- Local Economies
- Natural Resources
- Public Information & Engagement
- Waste Management

Below this is a section titled "Arts & Culture" with a sub-heading "New Resources for Arts & Creative Culture Actions Webinar".

Under "December 2021", there are links for "View Recording" and "Download Presentation".

Under "May 2020", there are links for "View Recording" and "Download Presentation".

At the bottom, there is a link for "The Art of Sustainability - Creative Placemaking and Your Community".

At the bottom left, there is a "Navigate to:" section with a list of links: "Arts & Culture", "Brownfields", "Certification & Recertification", "Community Partnership & Outreach", "Emergency Management & Resiliency", and "Energy".

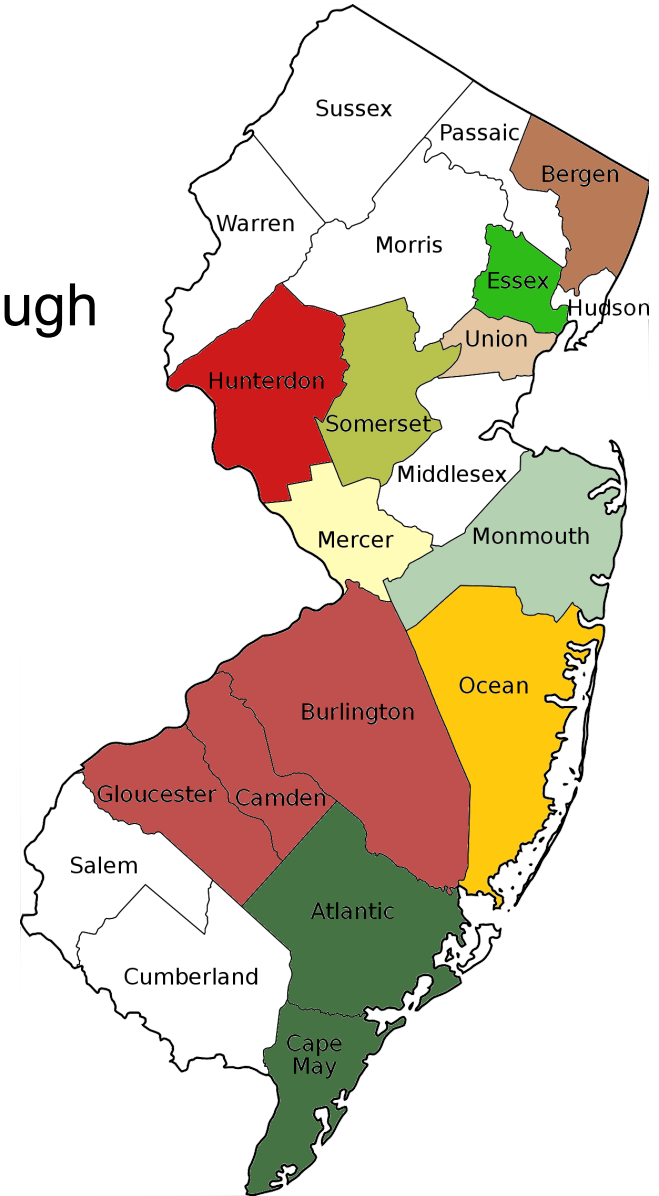


Regional Hubs

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





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 find examples of documentation from certified towns and connect with municipal green teams

Search by action

By Certified Action

[Animals in the Community](#)

[Arts & Creative Culture](#)

- Establish a Creative Team
- Creative Assets Inventory
- Creative Placemaking Plan
- Municipal Commitments to Support Arts and Creative Culture
- Utilizing Your Creative Assets

View certified towns approved for that action

MUNICIPALITY	COUNTY	CERTIFICATION
Asbury Park City	Monmouth	SILVER
Atlantic Highlands Boro	Monmouth	BRONZE
Belleville Twp	Essex	BRONZE
Bogota Boro	Bergen	BRONZE
Bordentown City	Burlington	SILVER
Bradley Beach Boro	Monmouth	BRONZE
Brigantine City	Atlantic	BRONZE
Cape May City	Cape May	SILVER
Chatham Boro	Morris	SILVER

View certification report for example documentation

Bordentown City
Certification Level: Silver
Certified On: October 28, 2022
Total Points: 615
Certification Report: [View Report](#)
Applicant Profile: [View Profile](#)

SUSTAINABILITY SUMMIT



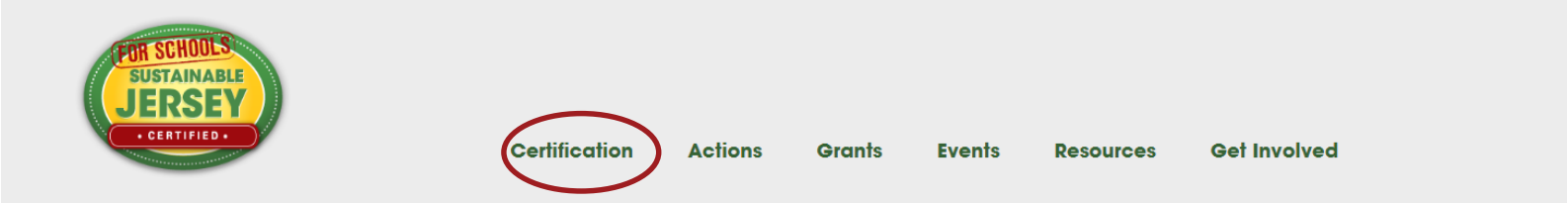
Getting Started with School Certification



Resources

FAQs

- Navigate to the FAQ page from the certification menu.



- > Certification Overview
- Why Get Certified?
- 2023 Certification Cycle
- Digital Schools Program
- Registration Overview
- Register a District or School
- Search Participating Districts, Schools & Approved Actions
- > Annual Awards
- Resources
- FAQs**



Certification

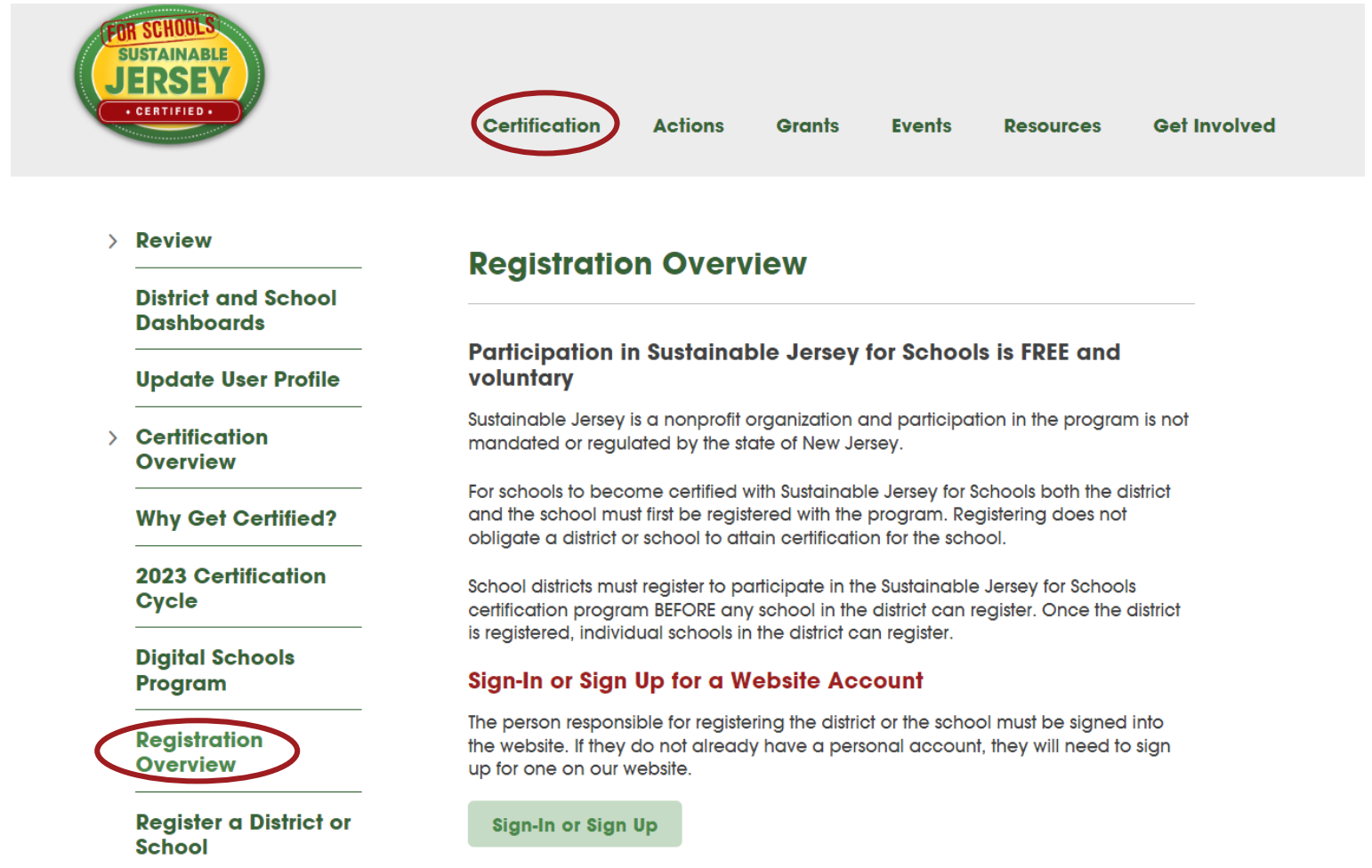
Sustainable Jersey for Schools certification is a **FREE**, voluntary, and prestigious designation to help schools and districts pursue a balanced sustainability program one policy, program, or resource audit at a time. With a Sustainable Jersey for Schools certification, your school can start slowly and see how each small step yields meaningful gains.

Certification Overview	2023 Application Cycle
View the program guidelines	Review the timeline to achieve

Getting Started

Registration

- Districts
 - Board Resolution
- Schools
 - Participation letter



The screenshot shows the Sustainable Jersey for Schools website. At the top left is the logo, a circular emblem with 'FOR SCHOOLS' at the top, 'SUSTAINABLE JERSEY' in the center, and '• CERTIFIED •' at the bottom. To the right of the logo is a navigation menu with the following items: 'Certification' (circled in red), 'Actions', 'Grants', 'Events', 'Resources', and 'Get Involved'. Below the navigation is a sidebar menu with the following items: '> Review', 'District and School Dashboards', 'Update User Profile', '> Certification Overview' (circled in red), 'Why Get Certified?', '2023 Certification Cycle', 'Digital Schools Program', and 'Register a District or School'. The main content area on the right features a section titled 'Registration Overview' with a sub-heading 'Participation in Sustainable Jersey for Schools is FREE and voluntary'. Below this, there are three paragraphs of text explaining the program's non-profit status, registration requirements for districts and schools, and the need to sign in or sign up for a website account. A green button labeled 'Sign-In or Sign Up' is located at the bottom right of the content area.

Certification Actions Grants Events Resources Get Involved

> Review

District and School Dashboards

Update User Profile

> **Certification Overview**

Why Get Certified?

2023 Certification Cycle

Digital Schools Program

Registration Overview

Register a District or School

Registration Overview

Participation in Sustainable Jersey for Schools is FREE and voluntary

Sustainable Jersey is a nonprofit organization and participation in the program is not mandated or regulated by the state of New Jersey.

For schools to become certified with Sustainable Jersey for Schools both the district and the school must first be registered with the program. Registering does not obligate a district or school to attain certification for the school.

School districts must register to participate in the Sustainable Jersey for Schools certification program BEFORE any school in the district can register. Once the district is registered, individual schools in the district can register.

Sign-In or Sign Up for a Website Account

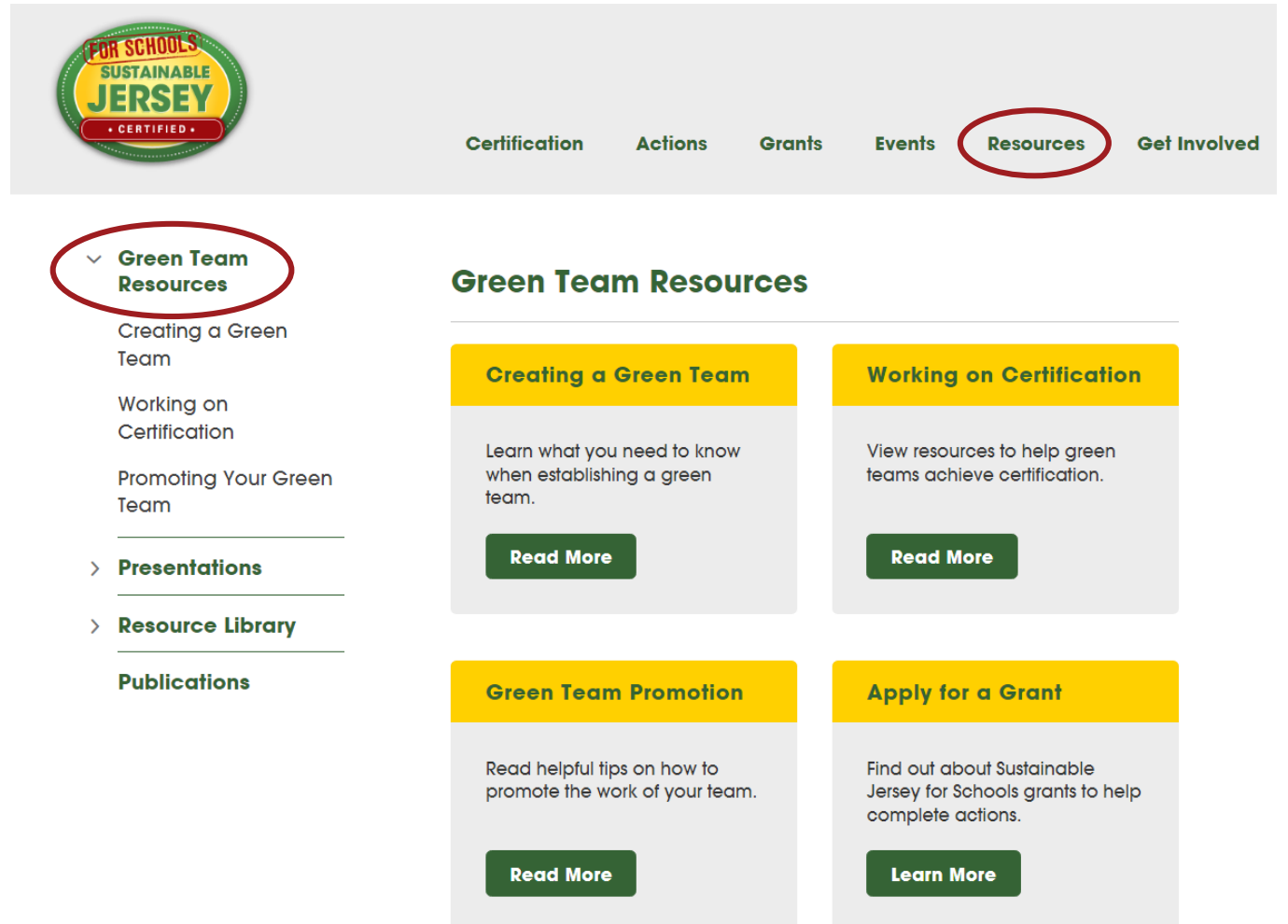
The person responsible for registering the district or the school must be signed into the website. If they do not already have a personal account, they will need to sign up for one on our website.

Sign-In or Sign Up

Getting Started

Forming a Green Team

- District vs School
- Diverse green team members from different parts of the school
- Can be an existing school committee such as a wellness committee



The screenshot shows the Sustainable Jersey website. At the top left is the logo for 'FOR SCHOOLS SUSTAINABLE JERSEY CERTIFIED'. The navigation menu includes 'Certification', 'Actions', 'Grants', 'Events', 'Resources' (circled in red), and 'Get Involved'. A sidebar menu on the left has 'Green Team Resources' circled in red, with sub-items: 'Creating a Green Team', 'Working on Certification', 'Promoting Your Green Team', 'Presentations', 'Resource Library', and 'Publications'. The main content area is titled 'Green Team Resources' and features four cards: 'Creating a Green Team' (with a 'Read More' button), 'Working on Certification' (with a 'Read More' button), 'Green Team Promotion' (with a 'Read More' button), and 'Apply for a Grant' (with a 'Learn More' button').

Resources

Certification Timeline

- Two review deadlines, followed by a final deadline.
- Follows a similar timeline each year.

2023 Certification Application Cycle

Sustainable Jersey for Schools operates on a once a year application cycle, with three submission dates. See the chart below for details on the structure and timing of the application cycle. To maximize the potential for feedback and ultimately achieve certification, it is highly recommended to submit an application with documentation for at least two rounds of review. Applicants who wait until the final deadline to submit an initial application will have to wait until the next year's certification cycle to address any issues identified during the review process.

Request a help session with our staff to make progress on your certification application. Someone from our staff will reach out to finalize a time for a Zoom meeting or phone call.

[Request a Help Session](#)

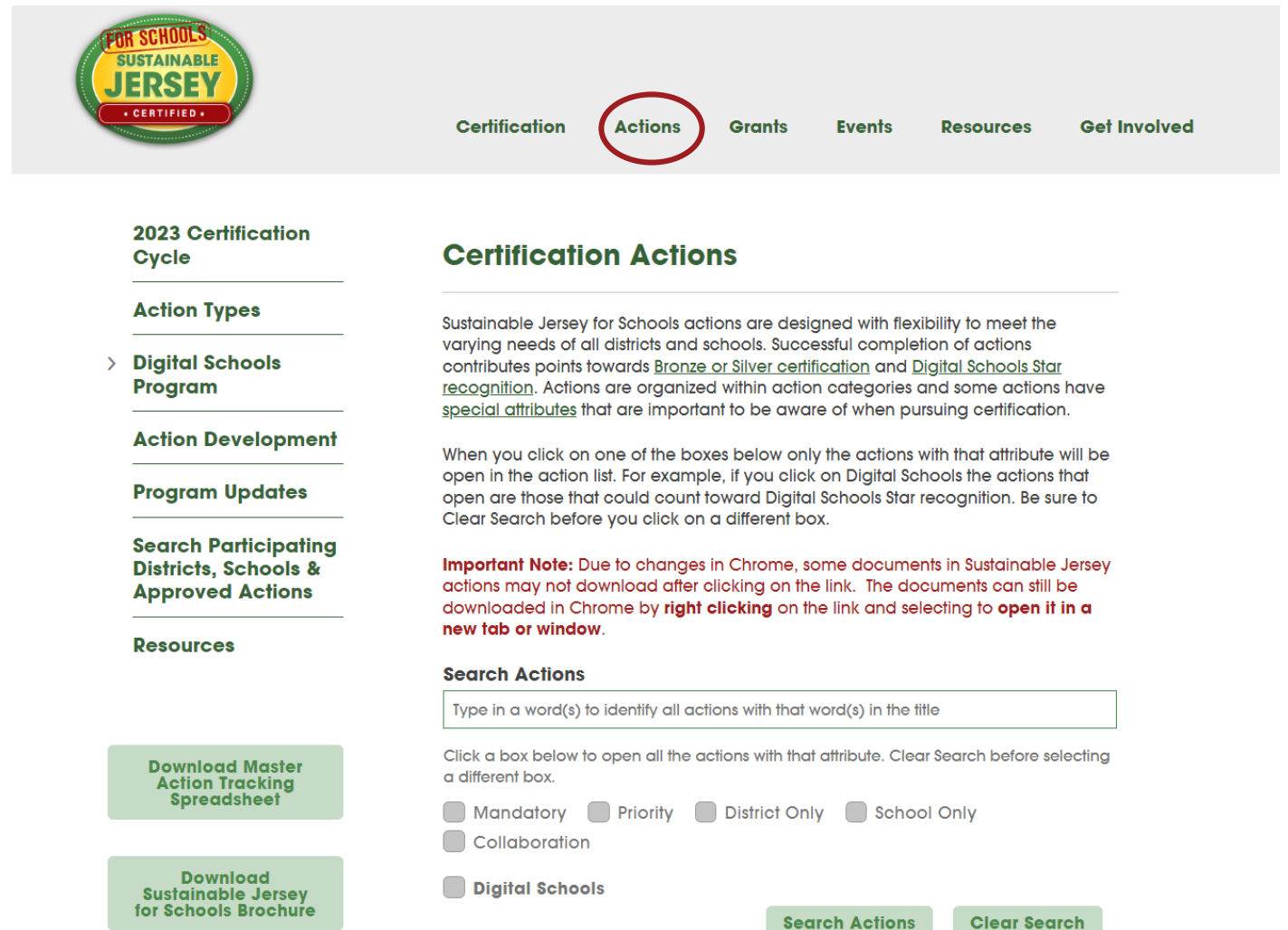
Timeline

	FIRST ROUND	SECOND ROUND	THIRD ROUND
Submission Deadline	January 20	March 31	June 15
Return Date	Late February	Early May	Early August

Resources

Actions

- The only mandatory action is the Green Team.
- District Only vs School Only.
- Digital schools actions.



The screenshot shows the website's navigation bar with the logo on the left and menu items: Certification, Actions (circled in red), Grants, Events, Resources, and Get Involved. Below the navigation, there are several menu items: 2023 Certification Cycle, Action Types, Digital Schools Program (with a right-pointing arrow), Action Development, Program Updates, Search Participating Districts, Schools & Approved Actions, and Resources. At the bottom of this section are two green buttons: 'Download Master Action Tracking Spreadsheet' and 'Download Sustainable Jersey for Schools Brochure'. The main content area is titled 'Certification Actions' and contains a paragraph explaining that actions are designed with flexibility and contribute to certification points. It also includes a note about document downloads in Chrome and a search section with a text input field, filter checkboxes for Mandatory, Priority, District Only, School Only, and Collaboration, and a 'Digital Schools' checkbox. At the bottom right of the search section are 'Search Actions' and 'Clear Search' buttons.



Certification **Actions** Grants Events Resources Get Involved

2023 Certification Cycle

Action Types

> Digital Schools Program

Action Development

Program Updates

Search Participating Districts, Schools & Approved Actions

Resources

Download Master Action Tracking Spreadsheet

Download Sustainable Jersey for Schools Brochure

Certification Actions

Sustainable Jersey for Schools actions are designed with flexibility to meet the varying needs of all districts and schools. Successful completion of actions contributes points towards [Bronze or Silver certification](#) and [Digital Schools Star recognition](#). Actions are organized within action categories and some actions have [special attributes](#) that are important to be aware of when pursuing certification.

When you click on one of the boxes below only the actions with that attribute will be open in the action list. For example, if you click on Digital Schools the actions that open are those that could count toward Digital Schools Star recognition. Be sure to Clear Search before you click on a different box.

Important Note: Due to changes in Chrome, some documents in Sustainable Jersey actions may not download after clicking on the link. The documents can still be downloaded in Chrome by **right clicking** on the link and selecting to **open it in a new tab or window**.

Search Actions

Type in a word(s) to identify all actions with that word(s) in the title

Click a box below to open all the actions with that attribute. Clear Search before selecting a different box.

Mandatory Priority District Only School Only

Collaboration

Digital Schools

Search Actions

Clear Search

Resources

School Application

- District Only actions and actions claimed by the District will show up grey in school applications.

• District Only 

• School Only 

School District Foundation

10 Points


STATUS: APPROVED

• EXPIRES ON 08/31/24 • LAST UPDATED 04/25/23 • THIS SUBMISSION IS CURRENTLY LOCKED

Climate Mitigation & Renewable Energy

School Carbon Footprint

10 Points

 Priority

STATUS: UNPLANNED

Resources

Actions

- What to look for:
 - Look-back period
 - What to do and how to do it
 - What to submit to earn points for this action
 - Resources

District Sustainability Policy

10 Points

Priority District

Print

Get PDF

Why is it important?

An important role of every school board is to set policy that governs the actions of the district. Policies, some of which are mandated by law, cover a broad range of topics. Policies developed by the district that are not state-mandated generally reflect district interests and standards. Adopting a policy on sustainability would convey a commitment on the part of the school district and the community towards sustainability.

Who should lead and be involved with this action?

Sustainability is defined as meeting the needs of the present without compromising the ability of future generations to meet their own needs. It considers the interrelationship of economic, social, and environmental factors that protect and enhance present and future quality of life.

Timeframe

The sustainability policy should include a definition of sustainability, indicate the district's desire to conduct its operations, and make decisions and conduct operations with identified sustainability priorities that include at a minimum: protecting students, staff and community from environmental harm; preparing student for the future by educating for sustainability (knowledge of concepts and practices of environmental, social, and economic responsibility and sustainability); and include an intent to assess current and future

Project costs and resource needs

What to do, and how to do it ("How to")

What to submit to earn points for this action

Spotlight: What New Jersey

Resources

User Guide & Tracking Spreadsheet

- Navigate to the Resources menu, Green Team Resources, and then Working on Certification

Quick Start Resources

Application User Guide

This document provides step-by-step guidance on all aspects of the District Dashboard, School Dashboard and online certification application including using the online application, updating the District or School profile, and adding users to the account.

[Download Application User Guide](#)

Master Action Tracking Spreadsheet

This spreadsheet provides an inventory of program actions, abbreviated submission requirements, look back and approval periods, resubmission requirements, and point values. It is a great tool to help a green team identify which actions should be completed by the district or the school. The spreadsheet can also be used to assess which actions the school or district may already be doing and plan for new actions it hopes to pursue. It can also be used to track progress in completing actions and compiling the required documentation.

[Download the MATS](#)

Resources

Resource Library

- Navigate to Resources and then Resource Library

Resource Library

Sustainable Jersey for Schools endeavors to connect schools, community partners, volunteers and green team members with resources that can help them identify strategies and implement initiatives towards greater sustainability.

Remote Learning & Operations

Resources to help staff, students, and families with learning and providing services remotely.

[View Resources](#)

Climate Change Curriculum

Curricula resources from national organizations, universities and schools to support preK-12 education about climate change.

[View Resources](#)

Education for Sustainability

Lesson plans, assessment tools, and other resources for integrating sustainability into lessons and units for different disciplines and grade levels.

[View Resources](#)

Professional Development

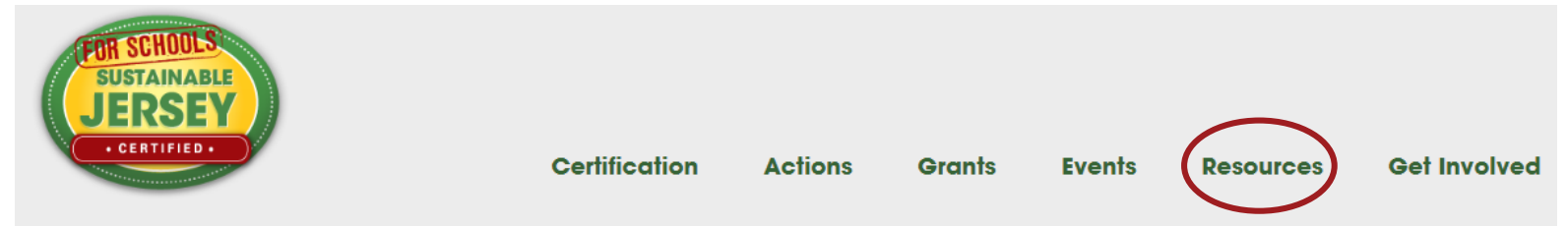
Resources for virtual training to enhance knowledge on a broad range of sustainability topics from equity to indoor air quality.

[View Resources](#)

Resources

Webinar Recordings

- Navigate to the Resources menu, Presentations, Webinar Recordings



> **Green Team Resources**

∨ **Presentations**

Webinar Recordings

NJSBA Conference

Other Presentations

Sustainability Summit

> **Resource Library**

Publications

Webinar Recordings & Presentations

To further assist you in the certification process, we have provided links to previous webinar recordings and presentations that supply information relevant to all aspects of our program. If you were unable to attend one of our online presentations, this is a great opportunity to learn about what you missed. Webinars are listed by action category.

Category Navigation

- [Arts & Culture](#)
- [Certification & Recertification](#)
- [Digital Schools Program](#)
- [Education for Sustainability](#)
- [Energy](#)
- [Grants Program](#)
- [Green Design](#)
- [Healthy School Environments](#)
- [Integrated STEM](#)
- [Learning Environment](#)
- [School Culture and Climate](#)
- [School Grounds](#)
- [Student & Community Outreach](#)



Participants Map Search

Use the [Participating Districts & Schools](https://sustainablejersseyschools.com/certification/search-participating-districts-schools-approved-actions/) (*sustainablejersseyschools.com/certification/search-participating-districts-schools-approved-actions/*) page to find examples of documentation from certified schools and connect with school green teams

Search by action

By Certified Action

Board Leadership & Planning

- District Sustainability Policy
- Professional Development for Sustainability
- Green Enhancement of District Strategic Plans
- Strategic Plan Implementation of Green Initiatives
- School Community Asset Mapping
- School District Foundation

View certified schools approved for that action

APPLICANT	COUNTY	CERTIFICATION
Alexandria Middle School (Hunterdon)	Hunterdon	BRONZE
Lester D. Wilson Elementary School (Hunterdon)	Hunterdon	BRONZE
Florence M. Burd Elementary School (Sussex)	Sussex	BRONZE
Long Pond School (Sussex)	Sussex	BRONZE
Atlantic Highlands Elementary School (Monmouth)	Monmouth	BRONZE
Bedminster Township Elementary School (Somerset)	Somerset	BRONZE
Roy W. Brown Middle School (Bergen)	Bergen	BRONZE
Berkeley Elementary School (Essex)	Essex	BRONZE

View certification report for example documentation

East Brunswick Campus (Middlesex)
Certification Level: Bronze
Certified On: August 25, 2021
Total Points: 190
Certification Report: [View Report](#)
Applicant Profile: [View Profile](#)

Collaboration

Actions Municipalities & Schools Can Work on Together

- Anti-Idling Programs
- Community Education & Outreach
- Civic Stewardship Activities
- Community Asset Mapping
- Green Challenges
- Green Fairs
- Pedestrian and Bicycle Safety & Promotion Initiatives
- Safe Routes to School
- School Travel Plan for Biking & Walking
- Recycling Non-Mandated Materials
- Waste Audit

SUSTAINABILITY SUMMIT



Jumpstart Your Certification with a Grant





SUSTAINABLE JERSEY GRANTS PROGRAM

Free program for participating schools and municipalities

- Offers \$2,000-\$20,000 grants to help complete program actions
- Since 2009, over **\$7.4 million** awarded to fund over **1,300** sustainability projects
- **202 / 383 (53%)** registered districts have received at least one school and/or district grant
- **277 / 464 (60%)** registered municipalities have received at least one grant
- **50%** of all funding is reserved for certified communities

MUNICIPAL GRANTS



SCHOOL GRANTS



Eligibility

- **New Jersey municipality or school/school district that is **registered** in Sustainable Jersey**
 - Registration is free and easy
 - Follow the guidance [here](#) for schools/school districts and [here](#) for municipalities
- **With an established **green team****
 - Follow the guidance via the [school](#) and [municipal](#) green team action
 - Can designate an existing group or use your project team as a starting point



Use of Funding

- Must be used for projects that could earn the municipality or school points in the Sustainable Jersey program
- \$2,000 grants that can also be used to support the green team's certification efforts by funding annual initiatives and promotional materials
- Eligible expenses include everything except
 - Facilities/administrative (overhead) costs
 - Reimbursement of a project that has already been completed
- If you are not sure if your project is eligible, do not hesitate to contact us to find out

NOTE: Some cycles have more specific requirements for funding usage

Energy Projects



Energy Efficiency Upgrades

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



Electric Vehicle Charging Stations

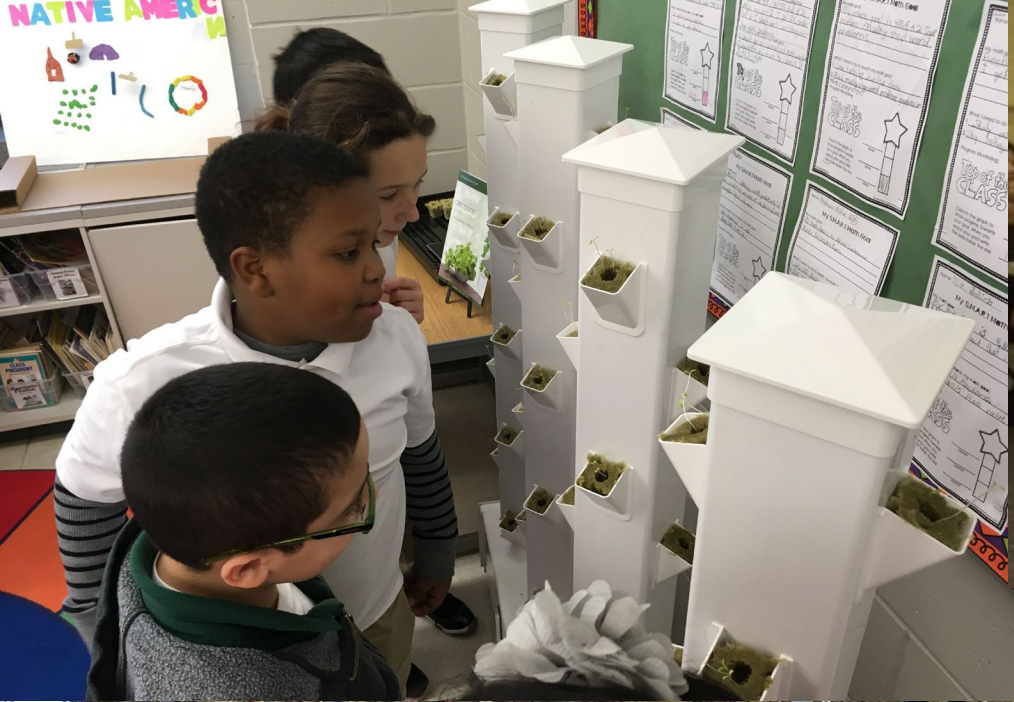
- EV charging station(s) installation projects are NOT eligible

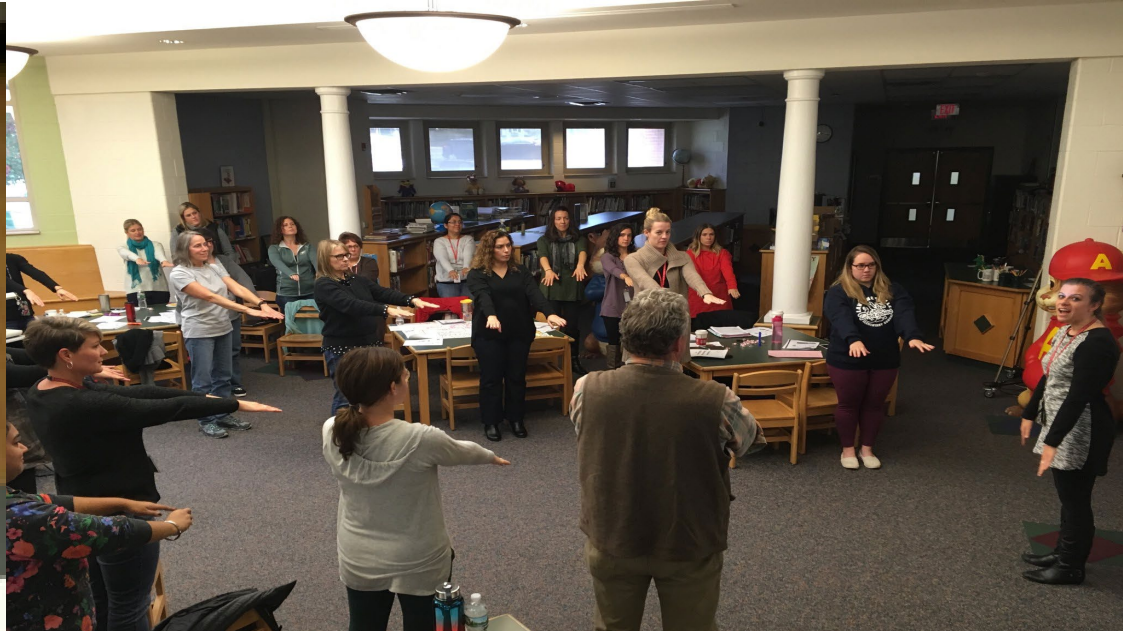


Electric Vehicle Purchases

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







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. GRIFFITH, P.E. PROFESSIONAL ENGINEER
FRANKLIN TOWNSHIP SENIOR CENTER RAIN GARDEN IMPLEMENTATION PROJECT 505 DEMOTT LN, FRANKLIN TOWNSHIP, NJ 07003
RUTGERS New Jersey Agricultural Experiment Station



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.



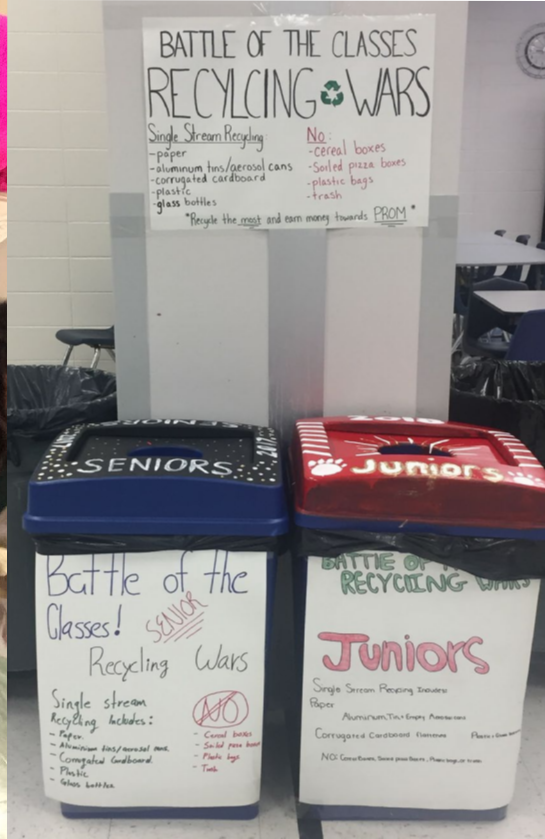
Bioswale rendering courtesy of Rutgers Water Resources Program Green Infrastructure Guidance Manual

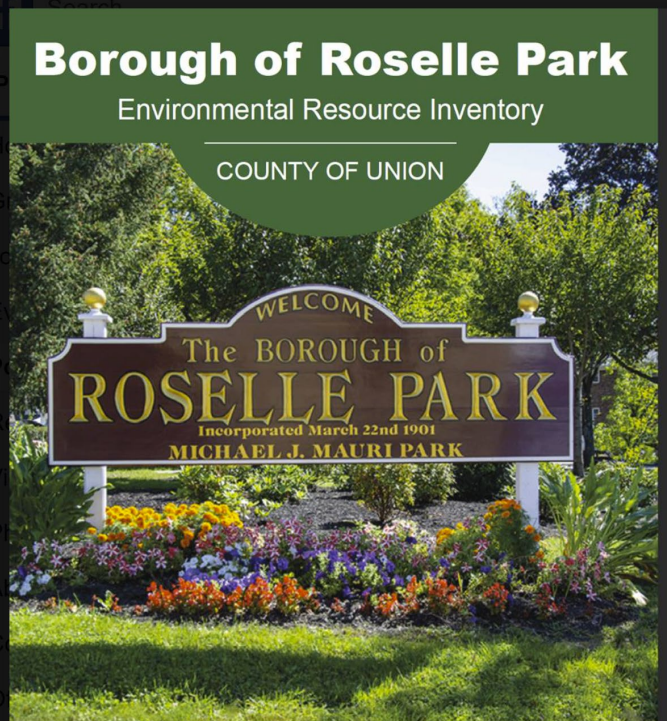
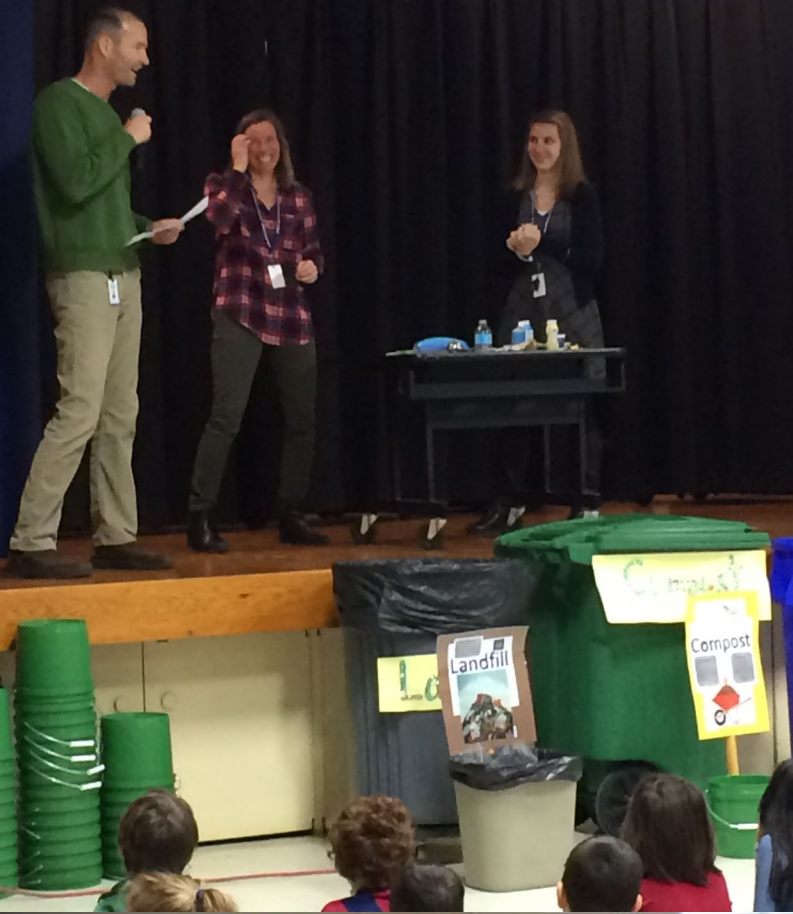
This project was completed by the Washington Township Green Team in fall of 2020 after being awarded a \$2,000 grant through the Sustainable Jersey Grants Program funded by the PSEG Foundation. Special thanks go out to the Washington Township DPW and Hoffman's Supply as well for all of their assistance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

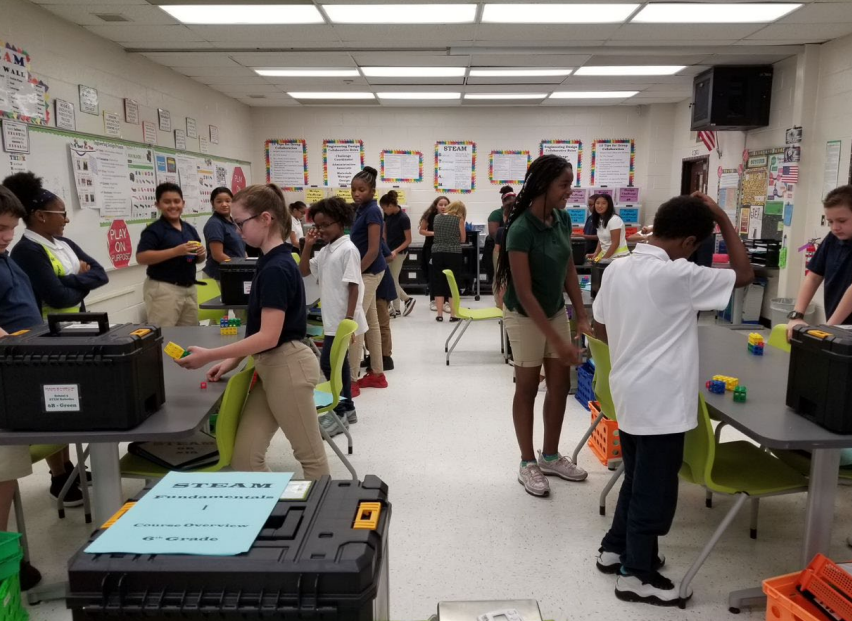
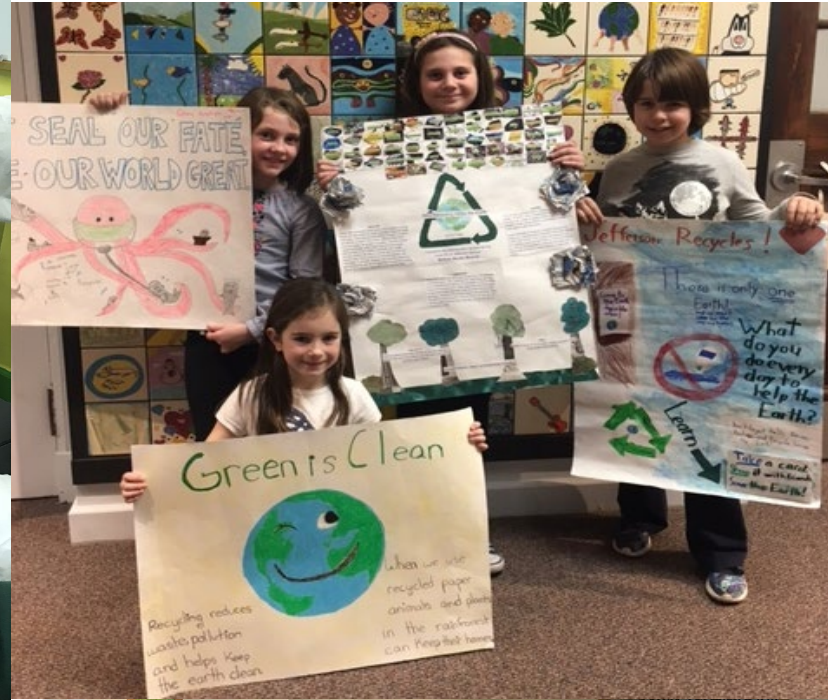









ERI completed on September 8, 2020

	What DO you do for the environment?	What WOULD you do for the environment?
USE A REUSABLE WATER BOTTLE	●●●●●	●
WALK OR RIDE YOUR BIKE INSTEAD OF DRIVING FOR LOCAL TRIPS	●●●●●	●
USE ELECTRIC OR HUMAN-POWERED LAWN EQUIPMENT	●●●●●	●
KEEP YOUR THERMOSTAT AT 68°F OR LESS IN WINTER AND 76°F OR MORE IN SUMMER	●●●●●	●●
CHOOSE ENVIRONMENTALLY FRIENDLY CLEANERS	●●●●●	●
STOP WATERING YOUR LAWN	●●●●●	●●
USE REUSABLE BAGS	●●●●●	●●●●●
COMPOST FOOD SCRAPS & YARD WASTE	●●●●●	●●●●●
INSTALL A RAIN BARREL	●●●●●	●●●●●



CURRENT ANNUAL CYCLES

CYCLE SPONSOR	PROJECT TYPE	ELIGIBLE APPLICANTS	GRANT AMOUNTS	CYCLE LAUNCHED	FUNDING AVAILABLE
 <p>atlantic city electricSM AN EXELON COMPANY</p>	Env. Stew. and Resiliency	Munis in ACE Territory	\$5k	Late April	\$50,000
 <p>njea NEW JERSEY EDUCATION ASSOCIATION®</p>	General Sustainability	NJEA-Affiliated Schools	\$2k & \$10k	Late August	\$180,000
 <p>PSEG Foundation</p>	General Sustainability	Public Schools Munis	\$2k & \$10k \$2k, \$10k & \$20k	Mid-Oct Mid-Nov	\$100,000 \$200,000

Standard Grant Application

Grant Proposal Sections

- **All** Grant Applications Include:
 - **Project Title and Brief Description**
 - **Action Plan and Timeline**
 - **Budget Narrative**
 - **Detailed Project Budget**
- **Only** 10k/20k 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.

Green Team Documentation

- Currently certified municipalities/schools **DO NOT** need to provide this information
- Otherwise, we need the following green team documentation:
 - List of green team members
 - Summary of green team activities
- If a green team was recently formed, you can submit your future plans in lieu of a summary of activities
- *Note: this documentation is not needed for the Sustainable Communities grant application*



Grant Authorization Doc

- **Upload a **Grant Authorization Document** in support of the grant project and application**
 - Municipalities must pass a resolution and schools have the additional option of submitting a letter from the principal, BA or superintendent
 - Must specify the specific grants cycle you are applying in
 - Must be signed and dated
 - Can use the same documentation for grant applications within the same program year

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



SUSTAINABLE JERSEY GRANTS PROGRAM



FUNDED BY:

PSEG
Foundation

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.

Sign In

Email

Password

Log In

[Forgot your password?](#)

Need an Account?

Sign Up

✓ **Thinking about
Applying for Grants?**

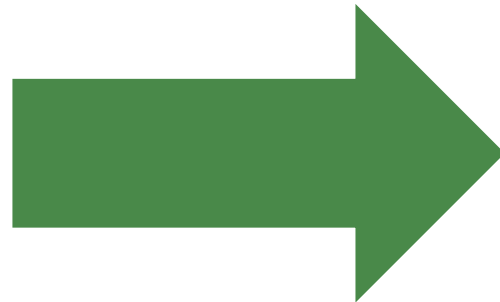
Eligibility

Use of Funding

Application Tips

Required
Documentation

Online Application
Portal Instructions



Eligibility overview

Includes examples

Lists all application sections

Download templates

***Grant application portal and
account creation walkthrough***

Application Tips



- **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
- When deciding what project to apply for funding for, **think outside the box!**
 - Choose projects that address a need in your community
 - Find ways to make your project innovative, even if it is a more common project such as a garden—there are ways to make your project stand out
- **Connect your project to your Sustainable Jersey certification efforts**
 - Explain how the grant will get you the last points needed to get certified
- **Get started early**—do not wait until the last minute to work on the app

Application Tips



- Pay attention to the **evaluation criteria** that aligns directly with the app sections
 - While the criteria is always the same, the point totals often differ
- **Include the community and stakeholders** in as many of the steps to complete the project as possible, including the planning phase
 - Invite residents, local businesses, and organizations
 - Collaborate with your school/municipality and/or local non-profit and apply strategically
- **Identify sources of in-kind** donations of time, labor, and funding to show that your community has skin in the game
 - Not required but always helps make your app more competitive



Thank You

Session slides will be available on sustainablejersey.com by 5/12.

Other Capacity Building Summit Sessions

From Hashtags To Media Releases: Communication Tools For Effective Outreach

1:45pm – 2:45pm, Lecture Hall

Resource Provider Rapid Fire

1:45pm – 2:45pm, Room GS2

Questions?



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Stay updated on grants, technical assistance, events
and program updates by joining the Sustainable Jersey
and/or Sustainable Jersey for Schools mailing list