

SUSTAINABLE JERSEY GRANTS PROGRAM



FUNDED BY:



PSEG

FOUNDATION

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



Sustainable Jersey


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

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




ACTIONS FOR SUSTAINABLE COMMUNITIES


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






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



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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

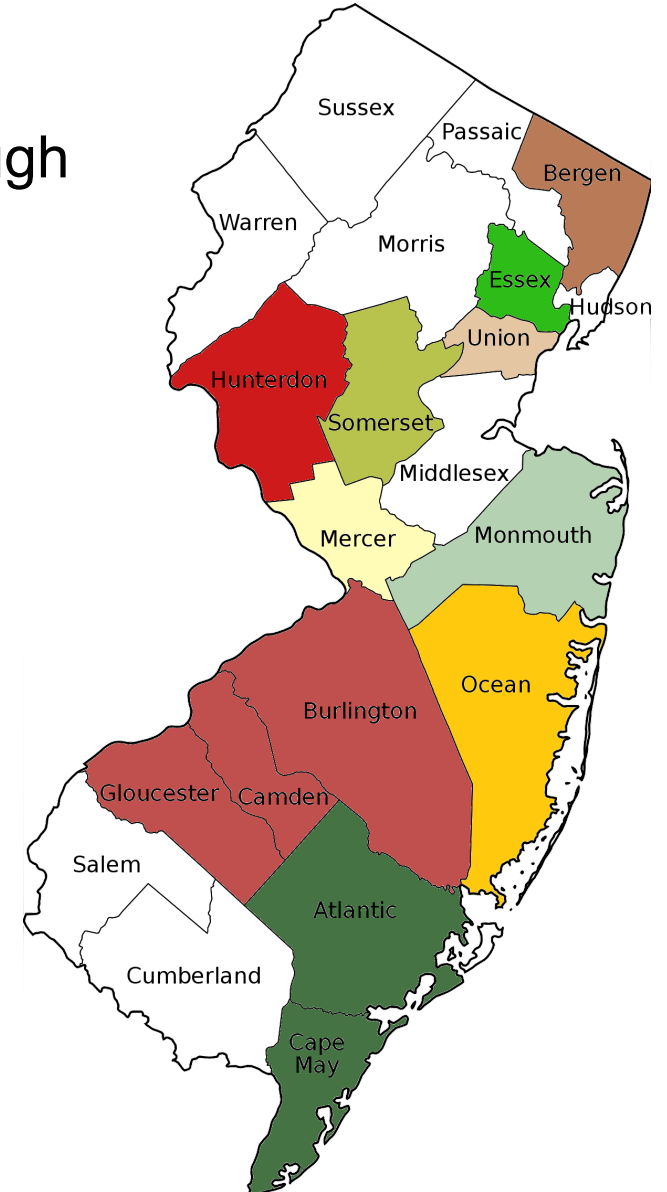
Please note: Sustainable Jersey actions and points may be subject to change. For the most recent official list of actions and points please visit the website at www.sustainablejersey.com.

Regional Hubs

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

Benefits

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



Sustainable Jersey Grants Program – Funding for Municipalities



- Since 2009, over \$4.7 million awarded to participating municipalities for 665 projects
- 296 / 466 (63.52%) registered municipalities have received at least one grant
- 50% of all grant funding is reserved for certified municipalities



Our Partnership with the PSEG Foundation



- The PSEG Foundation underwrites both the Sustainable Jersey school and municipal certification programs, along with the grants program.
- The PSEG Foundation is contributing \$200,000 to support the 2025 Sustainable Jersey Grants Program for NJ municipalities
- Over \$4.7 million in program support and direct grants



Florence Township (Burlington)



Eligibility Requirements

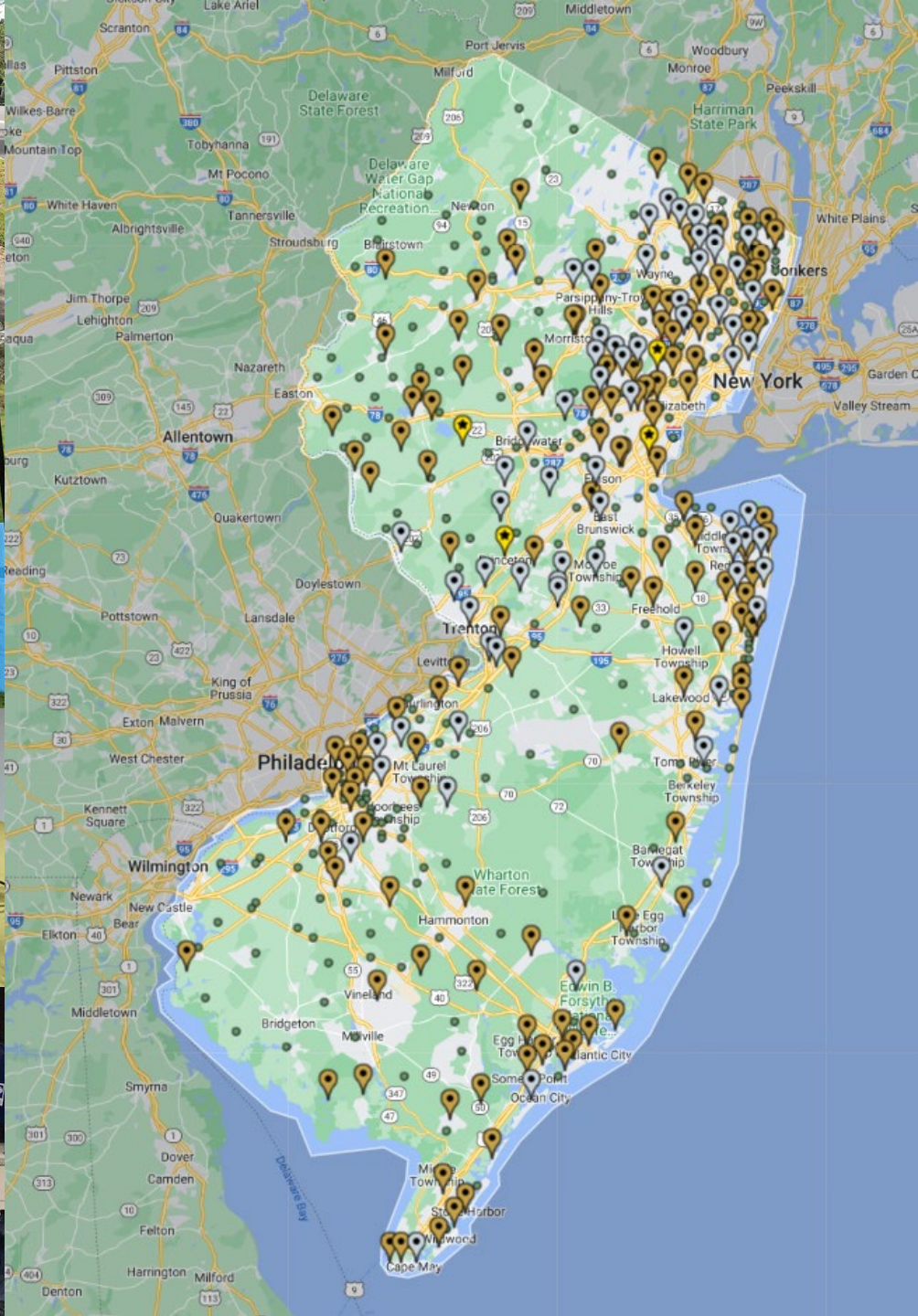
Community Partnership & Outreach

Create Green Team

10 Points

Required for all certification levels

COMPETITIVE FUNDING AVAILABLE

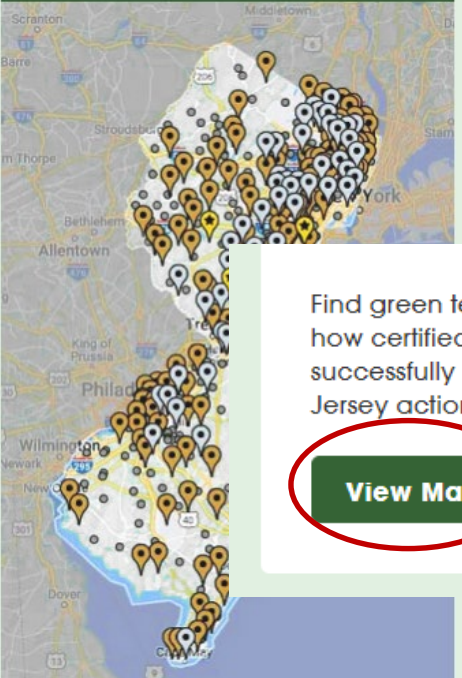


Participants Map Search



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

View Municipalities and Approved Actions



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

View Map

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

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

MAP VIEW

LIST VIEW

* If not listed, your municipality is not registered

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



Previous Grantees

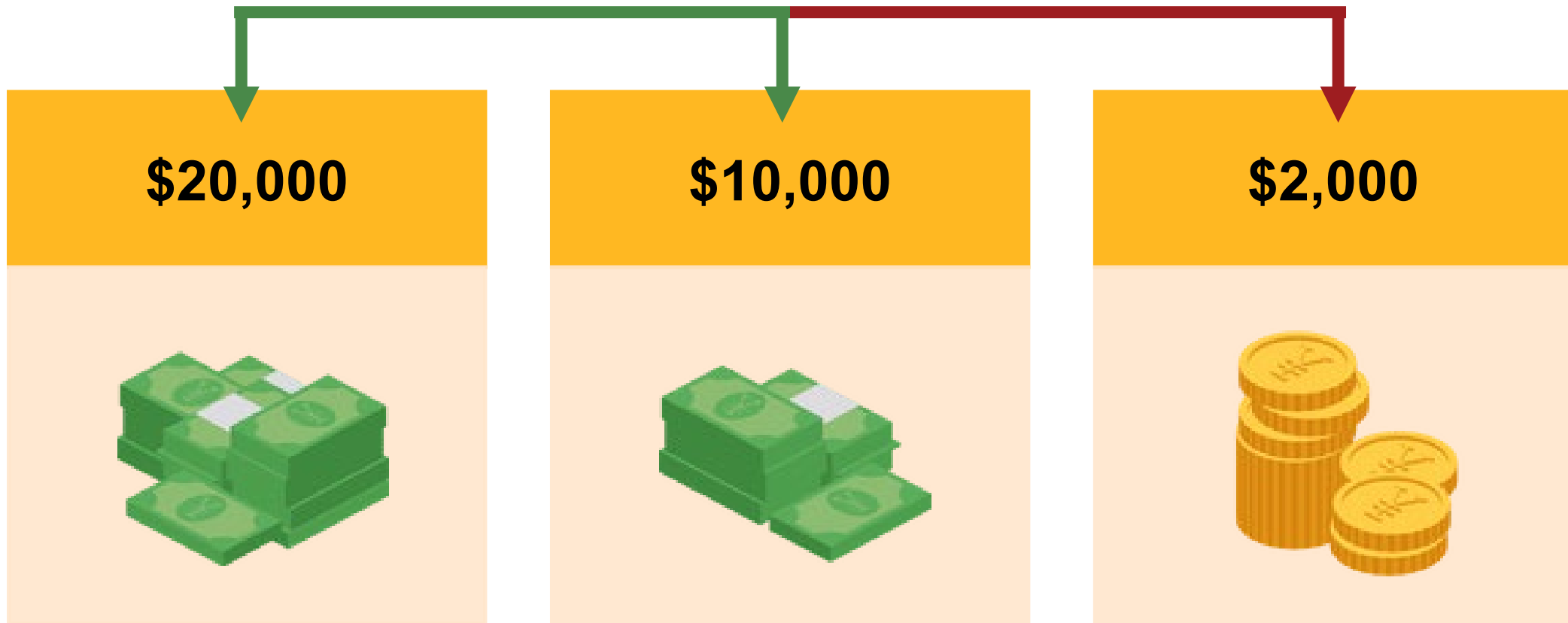
Grant Cycle Year	Grant Level	Current Grant Status	Eligible to Apply for Large Grant	Eligible to Apply for \$2,000 Grant
2024 Funded By: PSEG	\$10,000 or more	Open	No	Yes
		Closed+	Yes	Yes
	\$2,000 or less	Open	Yes	No
		Closed+	Yes	Yes
2015-2023 Funded By: PSEG or Gardinier	\$10,000 or more	Open	No	No
		Closed+	Yes	Yes
	\$2,000 or less	Open	No	No
		Closed+	Yes	Yes

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

Available Funding



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



Use of Funding



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



Grant Project Ideas



Delran Municipal Green Team Updates

Lake Lonnie

We received a SJ grant and are planning improvements.

- Marked trails
- Kiosk
- Geocaches including night caches
- A new gate that locks at night

The DHS Ornithology Club installed bird and bat houses



Bat boxes and specific bird boxes built by Production Design 2 students.



Back	Length	Width	Height	Volume	Weight	Cost
1	10.0	1.0	1.0	10.0	10.0	10.0
2	10.0	1.0	1.0	10.0	10.0	10.0
3	10.0	1.0	1.0	10.0	10.0	10.0
4	10.0	1.0	1.0	10.0	10.0	10.0
5	10.0	1.0	1.0	10.0	10.0	10.0
6	10.0	1.0	1.0	10.0	10.0	10.0
7	10.0	1.0	1.0	10.0	10.0	10.0
8	10.0	1.0	1.0	10.0	10.0	10.0
9	10.0	1.0	1.0	10.0	10.0	10.0
10	10.0	1.0	1.0	10.0	10.0	10.0
11	10.0	1.0	1.0	10.0	10.0	10.0
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93	10.0	1.0	1.0	10.0	10.0	10.0
94	10.0	1.0	1.0	10.0	10.0	10.0
95	10.0	1.0	1.0	10.0	10.0	10.0
96	10.0	1.0	1.0	10.0	10.0	10.0
97	10.0	1.0	1.0	10.0	10.0	10.0
98	10.0	1.0	1.0	10.0	10.0	10.0
99	10.0	1.0	1.0	10.0	10.0	10.0
100	10.0	1.0	1.0	10.0	10.0	10.0

Projects for Points

Think outside the box!

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



Green Infrastructure and Stormwater Management



Bio-Swale



Rain Garden



Adopt-A-Drain



Planning

Community and School Gardens



Greenhouse



Traditional



Aquaponics



Indoor Tower

Sustainable Landscaping and Pollinators



Gardens



Certifications

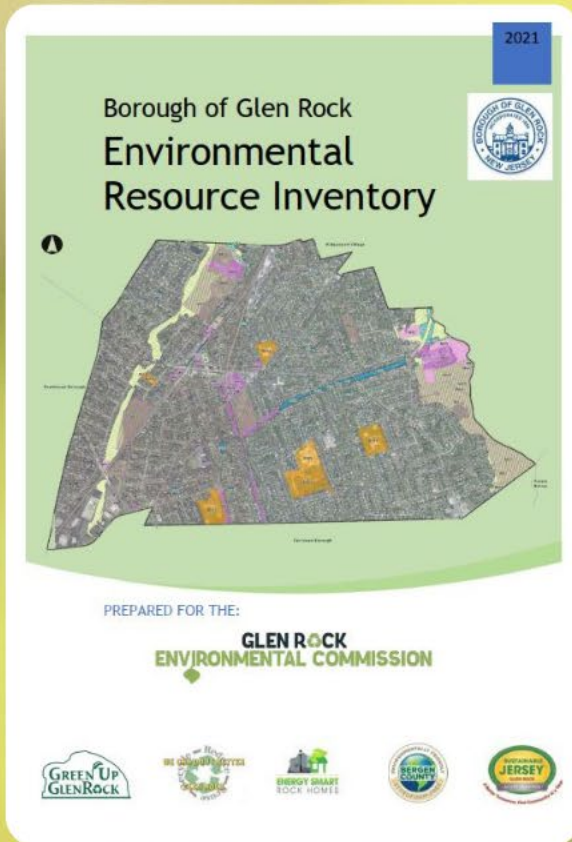


Education

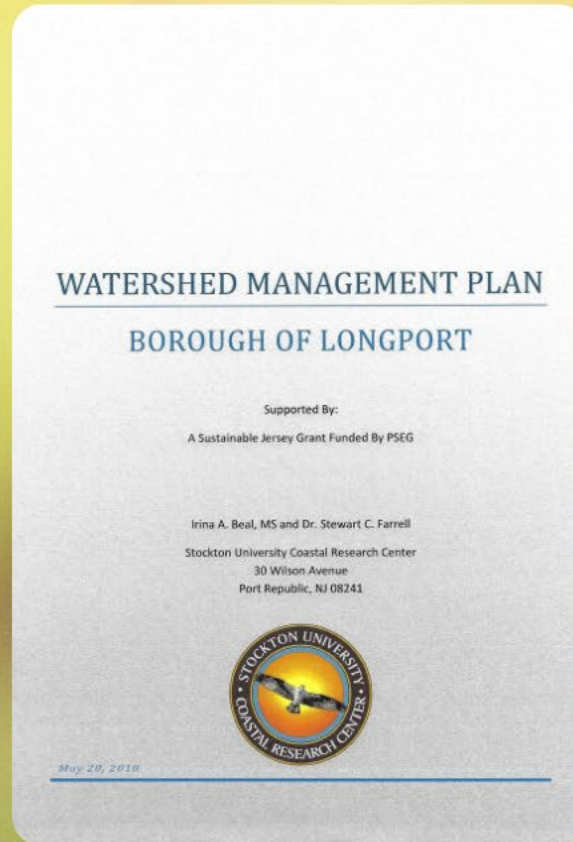


Beekeeping

Planning, Studies and Inventories



ERI



Watershed Management



Community Visioning



Creative Assets Inventory

Recycling and Waste Management



Waste Audits



Improved Recycling



TerraCycle

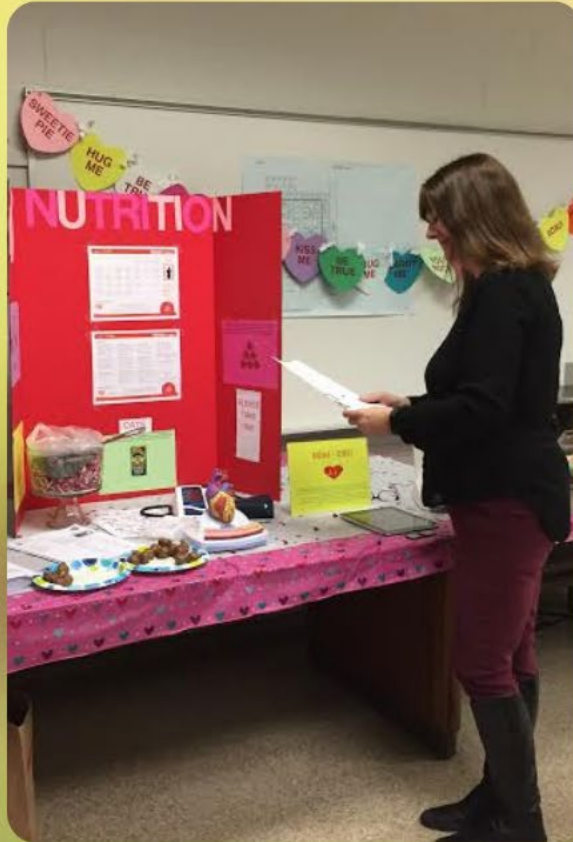


Non-Mandated Collection

Health and Wellness



Promoting Physical Activity



Nutrition Education



Health Fairs



Anti-Idling Campaigns

Support Local Community Groups



Arts & Creatives



Farmers Market



Business

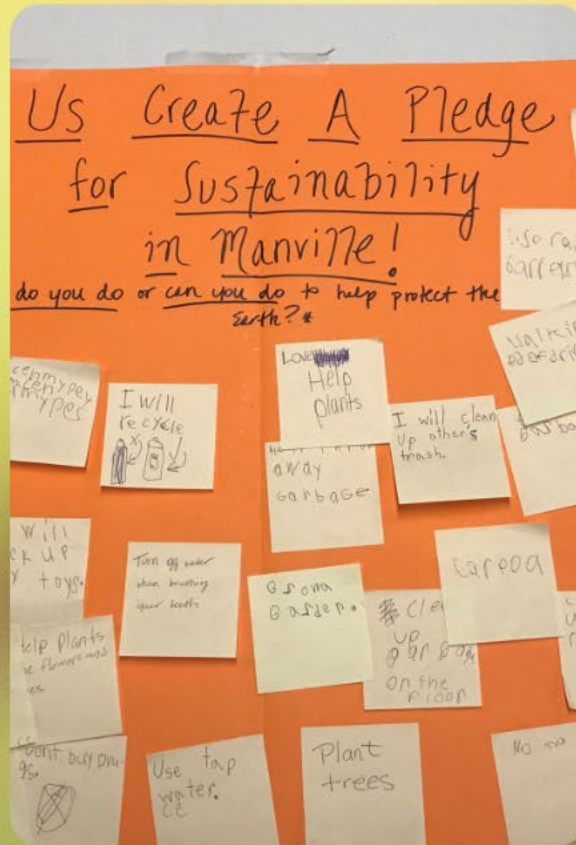


Library

Green Team Support



Annual Activities



Community Engagement



Promotion Materials



Green Fair

Energy Projects

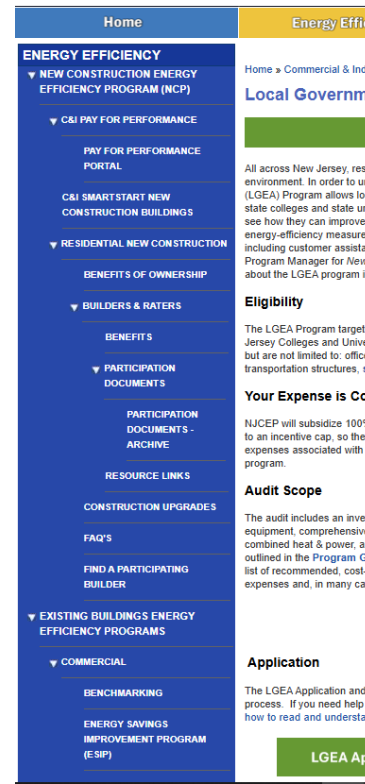


NEW RULES FOR THE 2024-2025 PROGRAM!



Energy Efficiency Upgrades

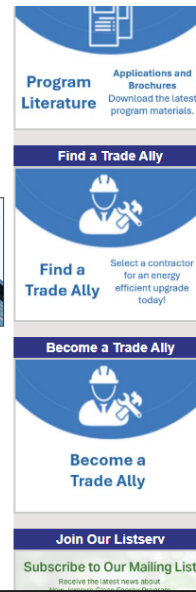
- Energy audits and energy efficiency projects (i.e. lightning, furnaces, etc.) are **NOT** eligible
- Funding available through programs offered by NJCEP and utility companies



HOME INDUSTRIES ▾ SOLUTIONS ▾ GETTING STARTED ▾

Get ahead of next winter by replacing your old heating equipment now. PSEG helps you save big on heating costs with incentives and streamlined installation on a wide variety of energy-efficient heating systems.

FIND INCENTIVES



Energy Projects



Electric Vehicle Charging Stations

- Must be paired with It NJDEP's It Pay\$ to Plug In Program **or** NJBPU's Clean Fleet EV Program **AND** utility funding.



Electric Vehicle Purchases

- Must be paired with incentives, such as the ones mentioned above along with Direct Pay, and can include pursuit-class police vehicles and medium and heavy-duty EV's.



Class 4-8 Medium and Heavy-Duty Vehicles

Vehicle types include:

- Utility trucks and vans
- School, shuttle, and transit buses
- Garbage trucks
- Delivery/freight trucks

Energy Projects

Energy Education, Conservation, or Behavioral Change Projects

- Includes green challenges that encourage residents to conserve energy and provides guidance on how to do so.
- Includes any kind of community education about renewable energy or what the municipality is doing to be more energy efficient.





Funding and Resources for Energy Projects

Attachment 1: Incentive Programs for Energy Projects

Federal Incentive Program for Tax-Exempt and Governmental Entities

Direct (Elective) Pay Program. The Inflation Reduction Act's Direct (Elective) Pay program allows tax-exempt entities, such as municipalities and schools, to receive payments equivalent to tax credits for qualifying clean energy projects. Projects like EV purchases, EV charging infrastructure, renewable energy generation (e.g., solar, wind, etc.), energy storage, and projects that utilize combined heat and power (CHP) qualify. Learn more [here](#).

New Jersey's Clean Energy Program (NJCEP) Incentive Programs for Local Governments

For information on NJCEP programs visit: NJCleanEnergy.com/EEP, email Outreach@NJCleanenergy.com or call 866-657-6278.

Project Type	Incentives	Program
Community Energy Plans (CEP) NJCleanEnergy.com/CEP	The CEP grant program provides support to municipalities to develop local climate action plans based on their assessment of which Energy Master Plan strategies are most applicable in their communities. Next round of funding announced in January 2025.	NJCEP
New Construction & Gut Rehabilitation NJCleanEnergy.com/NCP	Incentives for new construction and gut renovation projects that achieve energy savings beyond code requirements.	NJCEP
Combined Heat & Power and Fuel Cells (CHP) NJCleanEnergy.com/CHP	Incentives for on-site power generation and productive use of waste heat. Funding based on eligible technology and size (installed rated capacity).	NJCEP
Large Energy Users Program (LEUP) NJCleanEnergy.com/LEUP	Program is designed to promote self-investment in energy efficiency for eligible projects in the states' largest non-hospital commercial and industrial facilities.	NJCEP
FREE Local Government Energy Audit (LGEA) NJCleanEnergy.com/LGEA	Free ASHRAE Level 2 audit for local government and nonprofit entities with a minimum 200kW monthly average peak demand.	NJCEP
Financing for Local Government Equipment Upgrades (ESIP) NJCleanEnergy.com/ESIP	A state-facilitated funding mechanism used to finance energy efficiency upgrades at public institutions. Allows a public entity to use energy savings to pay for the cost of energy-related capital upgrades.	NJCEP
Existing Buildings: Equipment Upgrades, In-Store Discounts NJCleanEnergy.com/UTILITY	Incentive programs and rebates for local government, residential, and commercial customers.	Utilities*
FREE Income Eligible Upgrades NJCleanEnergy.com/CP	The New Jersey Comfort Partners Program is a free program that helps income-eligible customers reduce their utility bills through implementing cost effective measures which save energy and money while improving their home's safety and comfort at no cost to them.	NJCEP & Utilities*

* for utility programs, see tables below

Sustainable Jersey Energy Technical Assistance



Free Energy TA

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

PSE&G Partnership Program

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

PSEG Cycle

- > Complete Streets Technical Assistance
-

SJ-PSE&G Energy Efficiency Partnership Program

Energy Technical Assistance for Municipalities and School Districts





IRS Direct Pay Tax Credits for Non-Profits

Direct Pay (Elective Pay), part of the Inflation Reduction Act (IRA), allows tax-exempt entities, including municipalities and school districts, to receive tax credits for clean energy projects.

About Direct Pay

- All eligible projects receive tax credits (not competitive)
- Currently authorized for 10 years
- Projects completed in 2023 are eligible for tax credits until Nov 15
For local governments filing on a calendar year, fiscal year deadline is May 15

Eligible Projects Include

- Renewables – solar, geothermal, wind, etc.
- Electric vehicles
- Electric vehicle charging infrastructure (*limited*)
- Combined heat and power; Electric storage

Full list of Direct Pay eligible tax credits at irs.gov/pub/irs-pdf/p5817g.pdf

Direct Pay can be used in combination with other funding sources, like NJBPU incentives.

Example

Lightweight EV	\$24,000
NJBPU Clean Fleet Grant	-\$4,000
Direct Pay Tax Credit	-\$7,500
<hr/>	
Total cost to entity	\$12,500

Note: Total incentive can not exceed total project cost.

For more information, visit Sustainable Jersey's [Direct Pay Tax Credits](#) page or [register](#) for the Sustainable Jersey September 24th webinar on Direct Pay.



How to Apply

ABOUTNEWSSUPPORT USCONTACT USHOMEQRegisterSign in

CertificationActionsGrants & Technical AssistanceEventsResourcesGet Involved

Climate Vulnerability Assessment Technical Assistance

> Complete Streets Technical Assistance

PSEG Cycle

> Free Energy Technical Assistance for New Jersey Municipalities and School Districts

SJ-PSE&G Energy Efficiency Partnership Program

Direct Pay Tax Credits for Municipalities, School District, and Nonprofits

SUSTAINABLE JERSEY
GRANTS PROGRAM

FUNDED BY: **PSEG**
FOUNDATION

Sustainable Jersey Grants Program Cycle

The PSEG Foundation is contributing \$200,000 to support another cycle of the Sustainable Jersey Grants Program. With this contribution, the PSEG Foundation has provided \$3.7 million dollars in funding to support local sustainability initiatives in municipalities and schools across the state. The PSEG Foundation's ongoing support of the Sustainable Jersey Grants Program is an excellent example of how public/private partnerships can encourage local grass roots efforts to improve the quality of life in New Jersey.

Applicant Eligibility Requirements

In order to be eligible for this funding, applicants must be a **NJ municipality currently participating in the Sustainable Jersey program**. Applicants must have an appointed **green team** that meets the standards in the [Green Team action](#).

Application Resources



Have a municipal sustainability project that needs funding?
Consider applying for a Sustainable Jersey grant

Sustainable Jersey is pleased to announce that the PSEG Foundation is contributing \$200,000 to support another cycle of funding for New Jersey municipalities.



Available Grants

\$20,000 and \$10,000 municipal project grant
\$2,000 green team support or project grants



Eligibility

New Jersey municipalities participating in the Sustainable Jersey program with an established green team. Previous grant recipients must meet additional requirements.



Application

Submit via the online portal by 11:59pm on Friday, February 14, 2025



Informational Webinar

Thursday, December 19, 2024, from 1pm - 2:30pm



Learn More & Apply

Application and webinar links:
bit.ly/MunicipalPSEGGrants



2025 PSEG Grants Cycle QuickStart Guide

The Sustainable Jersey Grants Program is an important resource benefit available to any NJ municipality participating in the Sustainable Jersey program. Please consider taking advantage of the annual funding cycles in order to support your municipality's journey to becoming more sustainable. This QuickStart guide provides a basic overview of the 2025 PSEG Grants Cycle. More detailed cycle information can be found in the [Application Information Packet](#). Apply [here](#).

APPLICATIONS ARE DUE BY 11:59PM ON FEBRUARY 14, 2025

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Sustainable Jersey Grants Program Funded by the PSEG Foundation

2025 Application Information Packet for Municipalities

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[Flyer](#)

[QuickStart Guide](#)

[Application Info Packet](#)

Online Application

Deadline: Friday, February 14, 2025, at 11:59pm

App Link: bit.ly/SJPSEGGrantApp



Sustainable Jersey Grants Program Account

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

Cycle Specific Portals

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

Sign In

Email

Password

Log In

[Forgot your password?](#)

Need an Account?

[Sign Up](#)

Sign Up

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

Email

Password

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

Confirm password

• Passwords must match

[Sign Up](#)

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

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

You cannot move forward until you have completed your Profile.

Create a Profile to Get Started

Profile ▾

Save Draft

Create Profile

Primary Application Contact

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

Name *

Title *

Organization/Municipality

Phone *

Phone Number Extension

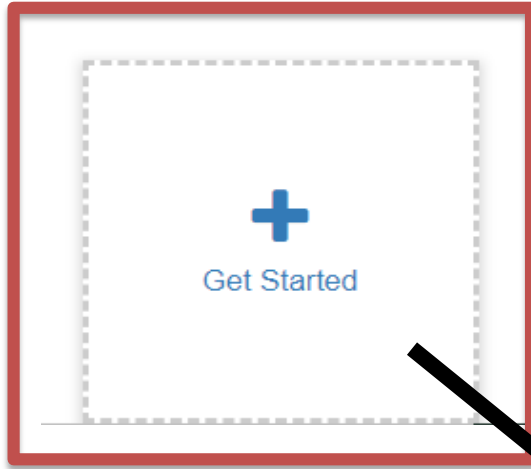
Email *

PRIMARY CONTACT

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

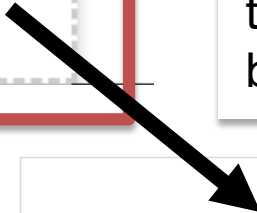
Thank you for filling out the profile form for your grant account. Below you will find buttons that will allow you to do the following:

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



SUBMITTING YOUR APPLICATION

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



Complete Section One

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

There are 65 days remaining to submit this.

Municipal Grant Proposal

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

Action Required

Open

Application Sections



Grant Account and Profile	
Municipal Grant Proposal - due 2/14/2025	
1. Requested Funding Amount	4. Application Contacts
2. Sustainable Jersey Grant History	5. Grant Proposal
3. Applicant Information	6. Optional Information
Current Sustainable Jersey Status - due 2/14/2025	
1. Current Status in the SJ Program	2. Green Team Documentation*
Grant Authorization Resolution – due 3/21/2025	
1. Authorization to submit grant application	

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

Standard Application Form



Grant Proposal Sections

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

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

Project Description

LARGE and SMALL

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

TIP: Project Selection

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



Project Team Members



LARGE

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



TIP: Building Your Team

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





Action Plan and Timeline Template

LARGE and SMALL

KNOW THAT YOU...

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

Attachment 2: Grant Application Proposed Project Action Plan



Project Grant Application Proposed Project Action Plan



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

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

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

Action Plan & Timeline

LARGE and SMALL

- Identify the steps needed to complete the project and target completion dates
- Identify how you plan on promoting the project, such as holding a ribbon cutting ceremony
- Implementation steps cannot start until late May 2025 (after grant is awarded)

TIP: Project Planning/Implementation

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



Community Engagement

LARGE

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



TIP: Building & Engaging Your Team

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

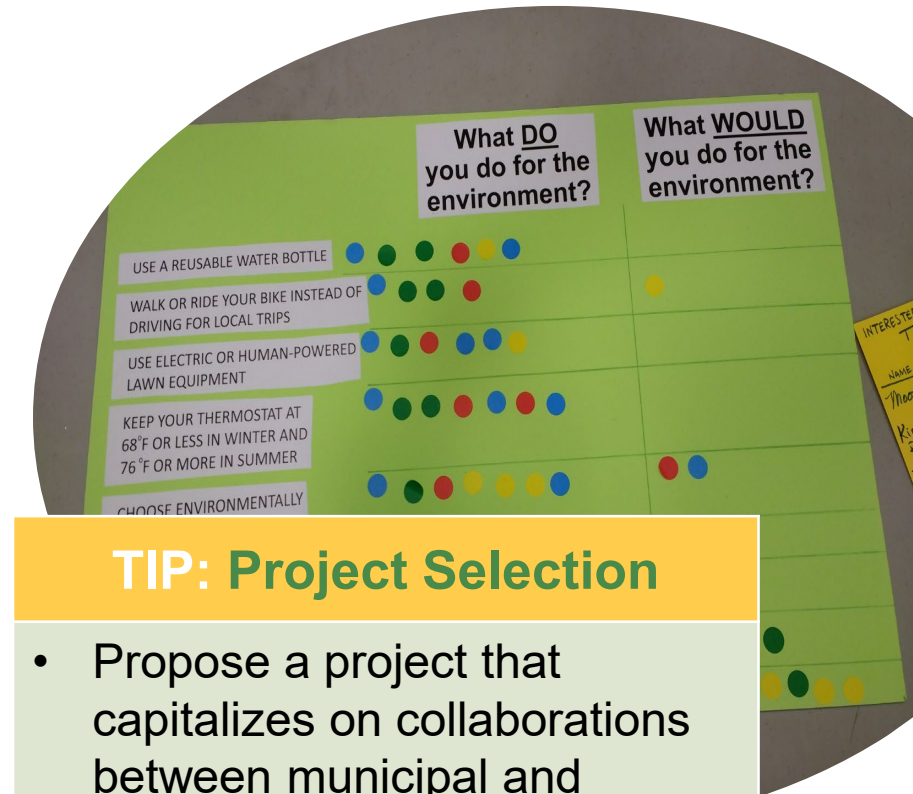


Project Impact & Evaluation



LARGE

- Project should contribute toward making progress in the Sustainable Jersey Certification program
- Aim to be unique, innovative and address a specific need
- Be clear about what the project hopes to accomplish and provide relevant background information
- Identify who will benefit from the proposed project (staff, residents, etc.) and how
- Have a plan to evaluate project outcomes



TIP: Project Selection

- Propose a project that capitalizes on collaborations between municipal and district/school stakeholders
- Consultant-driven projects should feature a green team component

Budget Narrative

LARGE and SMALL

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



TIP: Budget

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



PSEG

FOUNDATION

Detailed Project Budget Template

LARGE and SMALL



Sustainable Jersey Grants Program Budget Template



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

Applicant Name:

A. SALARIES, WAGES, AND FRINGE BENEFITS

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

B. SUBCONTRACTORS/CONSULTANT COSTS

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

C. ITEMIZED EQUIPMENT

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

D. ITEMIZED SUPPLIES

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

E. OTHER ITEMIZED EXPENSES

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

TOTAL PROPOSED BUDGET			\$ -	\$ -	\$ -
-----------------------	--	--	------	------	------

Budget Template

LARGE and SMALL

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





Green Team Documentation

LARGE and SMALL

IF YOU ARE CURRENTLY CERTIFIED

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

List of Green Team Members

- First Name, Last Name, Affiliation
- xxx
- xxx
- xxx
- xxx

NO OTHER INFORMATION

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

Summary of Green Team Activities

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

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



Grant Authorization Resolution Template

LARGE and SMALL

UPLOAD THE RIGHT RESOLUTION

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

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

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

SAMPLE RESOLUTION [Municipality]

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

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

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

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

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

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

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



10k & 20k Evaluation Criteria

All proposals are evaluated based on...

Project
Description

10 Points

Project Team
Members

10 Points

Action Plan &
Timeline

15 Points

Community
Engagement

15 Points

Project Impact
and Evaluation

30 Points

Budget

20 Points

SELECTION PROCESS

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



\$2,000 Evaluation Criteria

All proposals are evaluated based on...

Project
Description

Budget

Action Plan
& Timeline

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

2025 Cycle Timeline



<u>Timeframe</u>	<u>Action</u>
Friday Dec. 20, 2024	Webinar presentation & recording posted on website
Friday Feb. 14, 2025	Section One: Grant Proposal and Section Two: Current SJ Status of all grant applications due
Friday Mar. 21, 2025	Section Three: Grant Authorization Resolution due <i>Should also aim to be registered, have a green team, and have closed out outstanding grants by this time</i>
Late April	Recipient/non-recipient notification
Late May	Grant announcement event and funds distributed

Reporting Requirements

Grant recipients are required to complete the following reporting requirements

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



Application Tips



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

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

Contact Us



**Questions about the
certification program?**

Maureen Jones

Program Coordinator

info@sustainablejersey.com

609-771-2938



**Questions about the grants
program?**

Kaitlyn Vollmer

Grants Program Manager

grants@sustainablejersey.com

609-771-3189

Thank You!

To ask questions, please either:

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



APPLYING FOR CERTIFICATION IN 2025?



Submission Deadline:

#1

February 23

#2

May 16

#3

July 31

bit.ly/SJCertCycle



South Jersey
Transportation
Planning Organization



RUTGERS-NEW BRUNSWICK
Edward J. Bloustein School
of Planning and Public Policy
Alan M. Voorhees Transportation Center



Complete Streets Technical Assistance Program



Free Workshops! Free Technical Assistance! Free Demonstration Materials Lending Library!

bit.ly/CompleteStreetsSJTPO



CLIMATE VULNERABILITY ASSESSMENT

TECHNICAL ASSISTANCE PROGRAM



**BUILT
SYSTEM**



**NATURAL
SYSTEM**



**SOCIAL
SYSTEM**



**ECONOMIC
SYSTEM**



**GOVERNANCE
SYSTEM**

<https://www.sustainablejersey.com/grants/climate-vulnerability-assessment-technical-assistance/>

Application Deadline: December 20, 2024

Are you signed up for the Sustainable Jersey mailing list?

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



Join The Sustainable Jersey Mailing List

Join

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