

GREEN ACRES PROGRAM
New Jersey Department of Environmental Protection

**PARK DEVELOPMENT
APPLICATION**

LOCAL & NONPROFIT ASSISTANCE PROGRAM

Deadline: March 1, 2023

Application Information Sessions:
January 11th and February 1st & 22nd



Green Acres Mission Statement

*To achieve, in partnership with others, a system of interconnected open spaces
the protection of which will preserve and enhance New Jersey's natural environment
and its historic, scenic, and recreational resources
for public use and enjoyment.*

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APPLICATION INFORMATION

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Park Development Application

Since 1961, the Green Acres Program has funded the acquisition of open space for recreation and conservation purposes, and the development of outdoor recreational facilities. Green Acres remains committed to preserving New Jersey's natural, historic, and recreational resources statewide and is pleased to continue the tradition of partnering with local and county governments and nonprofit organizations to serve New Jersey residents.

The Green Acres Program is excited to introduce several improvements to the Local and Nonprofit Assistance Program for the 2023 funding round. These changes were shared in two recently held stakeholder meetings to which all Green Acres' local government and nonprofit partners were invited (recordings available at [Green Acres website](#)). The goals of the improvements are twofold: (1) to ensure Green Acres funds high quality preservation and recreation projects that are likely to succeed; and (2) to make the application process and project implementation faster and fairer. To help facilitate these changes, detailed instructions are included in the application package. Please share feedback and suggestions for upcoming funding rounds by emailing GreenAcres@dep.nj.gov or by emailing the appropriate [Green Acres Project Manager](#).

The Green Acres application package is longer than in past funding rounds because it includes information about new funding opportunities and enhanced grant percentages, as well as additional guidance for applicants, including information about the most frequently asked questions and common mistakes. To help Green Acres' applicants submit competitive applications with a greater chance of success, information on the types of projects that will achieve multiple public goals and support existing planning, open space, and recreation initiatives has been included.

Green Acres will be hosting virtual application information sessions, on:

- January 11th - Application overview and Q&A
- February 1st - Application Q&A
- February 22nd - Application Q&A

On January 11th, two virtual application information sessions will be held:

- 10:00am to 12:00pm for Acquisition projects (including Green Acres and Urban Parks), and
- 1:00pm to 3:00pm for Park Development (Green Acres and Urban Parks), Stewardship, and Jake's Law projects.

The February 1st and 22nd virtual application information sessions are for all projects and will be held from 10:00am to 12:00pm.

Notices will be sent to stakeholders, and links to the virtual application information sessions will be posted on the Green Acres website. The virtual application information sessions will be recorded, and the recordings also will be available on the Green Acres website.

In the [Submitting a Competitive Application](#) section, details about the following State, Department, and Program priorities are provided:

- Public Engagement and Outreach
- Public Recreation Benefits
- Environmental Justice
- Community Revitalization
- Protection of Natural and Historic Resources
- Climate Mitigation and Resilience
- Consistency with Open Space and Recreation Planning
- Stewardship of Public Funds

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To assist applicants, a detailed [Table of Contents](#) and links are provided throughout the document to assist in locating information needed to select the best funding option for the community's needs, determine eligibility, understand the funding parameters, and submit a successful application.

Definitions

These definitions are used in the application materials. Please note that all population data is based on the 2020 Census:

Municipalities

[Highly Populated Municipality](#) – A municipality with a population of 35,000 or more

[Densely Populated Municipality](#) – A municipality with a population density of 5,000 or more per square mile

[Urban Aid Municipality](#) – A municipality eligible to receive state aid pursuant to P.L.1978, c.14 (C.52:27D-178 et seq.)

[Standard Municipality](#) – A municipality that does not qualify as Highly Populated, Densely Populated, or Urban Aid

Counties

[Highly Populated County](#) – A county with a population density of 1,000 or more per square mile

[Densely Populated County](#) – A county with a population density of 5,000 or more per square mile

[Standard County](#) – A county that does not qualify as Highly Populated or Densely Populated

Nonprofits

[Statewide Nonprofit](#) – A nonprofit that conducts land preservation and/or park development activities in multiple regions of the state

[Standard Nonprofit](#) – A nonprofit that does not qualify as a Statewide Nonprofit

Other Definitions

[Overburdened Community \(OBC\)](#) - New Jersey’s Environmental Justice Law defines an [overburdened community](#) as any census block group, as determined in accordance with the most recent United States Census, in which:

- at least 35 percent of the households qualify as low-income households (at or below twice the poverty threshold as determined by the United States Census Bureau); and/or
- at least 40 percent of the residents identify as minority or as members of a State recognized tribal community; and/or
- at least 40 percent of the households have limited English proficiency (without an adult that speaks English “very well” according to the United States Census Bureau).

[Adversely Stressed Overburdened Community \(AS/OBC\)](#) - An Overburdened Community with a combined stressor total higher than the 50th percentile for total environmental and public health stressors.

Lists of Highly and Densely Populated Municipalities, Highly Populated Counties, Densely Populated Counties, Urban Aid Municipalities, and municipalities that contain at least one Adversely Stressed Overburdened Community can be found in [Tools / References](#). The Green Acres Program encourages applicants to review this information prior to project planning to determine applicant category and to check whether the potential project is located within an Adversely Stressed Overburdened Community using [EJMAP](#) (see instructions in [Tools / References](#)).

2023 Funding Round Programs

The Green Acres Program is excited to offer four funding programs for 2023, as identified below. Information for each funding round program is provided in every application package to ensure that applicants are aware of all funding options and the limits on the number of funding requests that can be submitted per applicant.

Figure 1: 2023 Funding Round Programs

Applicants may submit one request per funding program

Program	Description	Eligibility Notes
Traditional Green Acres	Land Acquisition (Planning Incentive, Site-Specific Incentive, Standard, Urban Aid, or Nonprofit) <i>OR</i>	All local governments and nonprofits
	Park Development <i>OR</i>	All local governments; Nonprofit projects located in an Urban Aid, Densely Populated, or Highly Populated Municipality or a Densely Populated County or that draw over 75% of their users from those areas
	Urban Parks Rollover	Projects located within Adversely Stressed Overburdened Communities within Urban Aid Municipalities that were unfunded or underfunded through the Urban Parks Program
Stewardship	Restoration and Protection of Natural Resources and Historic Landscapes	All local governments and nonprofits
Jake’s Law Playground Funding	Completely Inclusive Playgrounds	County governments
Urban Parks	Land Acquisition, Park Development & Historic Preservation	Local government projects located within Adversely Stressed Overburdened Communities within Urban Aid Municipalities

This application is for park development projects. Please see the [Green Acres’ Forms and Regulations website](#) to obtain applications for other programs. Please note that March 1, 2023, is the deadline for all funding programs, for new applications as well as supplemental funding requests for local governments and nonprofits that have active projects that are progressing in a timely fashion.

For local governments and nonprofits seeking supplemental funding, please complete and submit the 2023 Supplemental Funding Request Form, available on the Green Acres website (<https://dep.nj.gov/greenacres/forms-and-regulations/>) by the March 1, 2023 deadline. Applicants for supplemental funding should reach out to the appropriate Green Acres contact for assistance in filling out the form.

Funding Request Limits

Applicants may submit one request for each funding program, and the one request for each program may be a new application *OR* a supplemental funding request. For example, an applicant can request supplemental funding for a Planning Incentive project *OR* funding for a new Green Acres park development application, but not both. The [Funding Request Limits by Applicant Type](#) chart in [Tools / References](#) lists the maximum number of funding requests that can be submitted by each applicant type and may be helpful.

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Please carefully consider project management capacity when deciding how many applications to submit. To ensure project success, applicants should not take on more than they can complete within the 2-year project period.

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Eligibility

The Green Acres Program *strongly* suggests applicants contact the program prior to preparing an application to discuss the proposed project and confirm eligibility. New applications will undergo an eligibility and completeness review upon receipt; only those complete applications deemed eligible will be ranked and compete for funding.

Eligible Applicants

Local Governments – County and municipal governments are eligible to apply for funding, with limitations for the Jake’s Law and Urban Parks programs noted above in Figure 1. School boards, housing authorities, and other similar agencies without primary recreation and conservation responsibilities are not eligible.

Nonprofit Organizations – Nonprofits that meet the requirements set out in the [Nonprofit Eligibility Certification](#) form are eligible to apply for traditional Green Acres and Stewardship funding, with limitations for park development projects noted above in Figure 1. This form must be signed by the nonprofit’s chief executive officer and attorney, and the form and attachments must be submitted with the application or request for supplemental funding.

Please note: Applicants that have three or more open projects or that are not making sufficient progress on open compliance issues are not eligible to submit new applications. These applicants were notified in October 2022. Applicants in the first category (three or more open projects) may submit supplemental funding requests for open projects if those projects are making significant progress.

Eligible Projects

Eligible park development projects are those that create, restore, or expand outdoor recreation opportunities. Eligible recreation facilities include, but are not limited to, athletic fields and courts and facilities for picnicking, fishing, boating, biking, hiking, swimming, camping, nature and historic interpretation, and similar activities. Facilities that support outdoor recreation are also eligible; examples of support facilities include lighting, parking areas, and structures that provide restrooms, concessions, or storage for park equipment. Support facilities or other ancillary project elements (i.e., parking lots, site preparation costs, etc.) should be commensurate with the recreational component of any given project or phase.

Projects must result in a usable recreation facility; applications for support facilities and/or ancillary improvements alone and will likely not rank high enough to receive a funding award. Indoor recreation facilities, community centers, school sports facilities, and facilities that support semi-professional or professional athletics also are not eligible for Green Acres funding. All projects must be constructed in compliance with the Americans with Disabilities Act.

Green Acres periodically re-evaluates the safety and environmental impact of synthetic turf fields, as more research is done on their benefits and risks. The DEP’s Division of Science and Research recently concluded a review of existing research on Green Acres’ behalf. Based on their findings, Green Acres will continue to fund the construction of synthetic turf fields, but applicants are encouraged to conduct their own due diligence. Applicants should address in their application the reasons they are choosing synthetic over natural turf and review their due diligence findings with the public.

Replacement of facilities that Green Acres funded less than 20 years ago is ineligible, with limited exceptions. Please contact Green Acres early in the project planning stage if there is uncertainty or extenuating circumstances regarding whether a proposed improvement was funded by Green Acres within the past 20 years.

Eligible Project Sites

Applicants may apply to develop any property with clear title, except property that:

- a. is identified by a municipality or otherwise designated for use in meeting municipal fair share low- and moderate-income housing obligations under the Fair Housing Act of 1985 (N.J.S.A. 52:27D-301)

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- b. is designated as a road right-of-way
- c. does not have an established legal means of access

Site Ownership

Applicants must either own the land to be developed or must obtain an irrevocable lease (pre-approved by Green Acres) for a term of at least 25 years from the beginning of the project. If no such lease exists, applicants should submit a letter from the landowner agreeing to provide such an agreement if the project is approved.

If the applicant does not own the land, but the property is listed on a local government's Recreation and Open Space Inventory, the applicant may instead provide a use agreement (pre-approved by Green Acres) authorizing access to the site and permission to construct the proposed improvements, or a letter or governing body resolution from the landowner agreeing to provide such an agreement.

If improvements are proposed within state-owned tidelands, the applicant must hold a grant or license to use the property.

Site Limitations & Permitting

Applicants seeking development funds should carefully analyze site suitability early in the open space/outdoor recreation planning process and prior to submitting an application to Green Acres. Early awareness of possible site development limitations is integral to sound planning practices and often minimizes subsequent construction delays and constraints. Site attributes, such as wetlands, dunes, endangered species, mature forested areas, or other significant natural resources, may define, limit or, in some instances, preclude current or future development. Permit identification is required as part of all Green Acres development applications, and applicants are urged to seek assistance from the DEP or other regulatory/permitting agencies to ascertain whether special approvals and permits may be associated with sites proposed for recreational development.

Projects that involve improvements to a historic property shall meet the Secretary of the Interior's Standards for the Treatment of Historic Properties. Projects involving a historic or cultural landscape shall meet the Secretary of the Interior's Standards for the Treatment of Historic Properties and follow the Secretary of the Interior's Guidelines for the Treatment of Cultural Landscapes (see [Helpful Links](#)).

Green Acres encourages applicants to reclaim and restore former brownfields sites and transform them into public spaces, such as recreational and natural areas. The Department's Office of Brownfield Reuse has experienced DEP case managers who can assist with remediation and revitalization efforts (contact them at 609-984-1790). Applicants can apply to develop a contaminated site and, if approved, pursue remediation while obtaining and submitting the other necessary deliverables for the park development project.

Please note: Multi-park project applications (applications to construct improvements on multiple parks) are no longer accepted. Park development applications should include proposed improvements at one project site only. A review of previously approved multi-park projects showed that virtually no applicants completed more than one park within the two-year project period. Since applications that proposed facilities at multiple parks received higher rankings, the inability to ultimately complete more than one park was unfair to those single-site applications that were not funded. Returning to our policy of one park per application will promote fairness and help focus applicants on their highest priority park development project that can be completed in within the project period.

Eligible Costs

The following are eligible park development project costs:

- The cost of constructing the recreational facilities

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- Professional services (e.g., engineering and construction supervision), up to a cap of 13% of eligible and completed construction costs
- Environmental assessment costs, i.e, the cost of the preliminary assessment report and, if necessary, the site investigation report, provided these reports are prepared in accordance with Green Acres guidelines
- The cost to demolish *non-historic* structures
- Other incidental costs related to the development project, including legal, advertising, permit fees, and preliminary planning and engineering necessary for the preparation of the application, are eligible up to a cap of 2% of submitted construction costs or \$20,000, whichever is less
- Permit fees
- Cost of equipment required to make a facility operational

To be eligible, costs must be included in the initial request and there must be sufficient funds in the project award to cover them.

The following costs are not eligible for park development funding:

- Administrative and operating costs and salaries and wages of any employee of the local government or nonprofit applicant
- Costs to remediate a contaminated site

Funding

It is strongly encouraged for applicants to contact the appropriate Green Acres project manager prior to application preparation to confirm funding categories and likely awards.

Funding Categories & Percentages

The categories of park development projects are summarized below and in [Figure 2](#):

- **Standard Park Development** – Projects not located within an Urban Aid Municipality or located within or easily accessible from (less than ¼ mile away with no barriers to pedestrian access) an Adversely Stressed Overburdened Community. Green Acres provides funding for the development of outdoor recreation facilities in the form of a loan only (2% interest, payable over twenty years), unless the applicant is eligible for a partial grant, as described here:
 - i. Projects *located in* a Highly or Densely Populated Municipality or *sponsored by* a Highly Populated County ([see enclosed list](#)) are eligible for funding in the form of a 25% matching grant, with the balance as a loan, subject to available funding.
 - ii. Projects *sponsored by* a Densely Populated County ([see enclosed list](#)) are eligible for funding in the form of a 50% matching grant, with the balance as a loan, subject to available funding.
 - iii. Projects *located in* an Urban Aid Municipality ([see enclosed list](#)) are eligible for funding in the form of a 75% matching grant, with the balance as a loan, subject to available funding.
- **Urban Aid Development** - Park development projects *located in* Urban Aid Municipalities. Projects in this category are eligible for a 75% matching grant and, subject to available funding, a 0% interest Green Acres loan.
- **Park Development Project Located in an Adversely Stressed Overburdened Community** – Projects *located in* Adversely Stressed Overburdened Communities are eligible for higher grant percentages:
 1. Such projects *located in* a Standard municipality are eligible for 25% matching grant funding. If available, these projects are also eligible for Green Acres loan funding.
 2. Such projects *located in* a Highly or Densely Populated Municipality are eligible for 50% matching grant funding. If available, these projects are also eligible for Green Acres loan funding.
 3. Such projects *located in* an Urban Aid Municipality are eligible for 100% grant funding.
- **Nonprofit Development** - Park development projects sponsored by qualifying nonprofit organizations and *located in* an Urban Aid, Densely Populated, or Highly Populated Municipality or a Densely Populated County. Alternately, a nonprofit park development project may be eligible if the park draws over 75% of its users from those areas. If this exception appears applicable, please contact us to discuss the proposed project before submitting an application. Projects in this category are eligible for a 50% matching grant.

See [Matching Funds](#) section below for information on Green Acres loan funding.

Please note: If a project falls into more than one category (e.g., a project located in an Urban Aid Municipality sponsored by a Highly Populated County), the more favorable funding terms apply (e.g. 75%, or 100% if located in or easily accessible from an Adversely Stressed Overburdened Community).

Please also note: If supplemental funding is awarded for a project that has changed categories (e.g., a project located in or easily accessible from an Adversely Stressed Overburdened Community in a Highly or Densely Populated Municipality), the supplemental funding will be awarded at the new grant percentage (e.g., 50%); the original funding award will remain at the previous grant percentage (e.g., 25%).

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Figure 2: Grant Percentages for Green Acres Park Development Projects by Applicant, Project Location

(See [Matching Funds](#) section for discussion of Green Acres loan funding)

Grant %	Standard Park Development	Urban Aid Park Development	Park Development Project Located in an Adversely Stressed Overburdened Community	Nonprofit Development
0%	<i>Project sponsored by a standard municipality or standard county eligible for low interest loan only, except if located in AS/OBC</i>			
25%	<i>Project located in a Highly or Densely Populated Municipality or sponsored by a Highly Populated County, except if located in AS/OBC</i>		<i>Project sponsored by a standard municipality or standard county</i>	
50%	<i>Project sponsored by a Densely Populated County, except if located in AS/OBC</i>		<i>Project located in a Highly or Densely Populated Municipality or sponsored by a Highly Populated County</i>	<i>Project sponsored by a qualifying nonprofit, located in an Urban Aid, Densely Populated, or Highly Populated Municipality or a Densely Populated County, or that draws over 75% of its users from those areas</i>
75%		<i>Project located in an Urban Aid Municipality, except if located in AS/OBC</i>	<i>Project sponsored by a Densely Populated County</i>	
100%			<i>Project located in an Urban Aid Municipality</i>	

Matching Funds

With the exception of projects that receive 100% grant funding or 100% loan funding, Green Acres funding must be matched. Possible sources of matching funds include:

- Local government open space, capital or bond funds
- County open space program funding, used directly by the county or granted to municipalities/nonprofits
- Other public funding sources
- Private or corporate monetary donations

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- Grants from private foundations
- Green Acres loan funding for local governments, if available. Park development project loans have a term of 20 years and a 2% interest rate, except for Urban Aid projects, which have a 0% interest rate. Please note that grants and loans obtained through the Green Acres Program are not subject to local government CAP laws. Upon loan approval, a local government will be required to pass a capital spending ordinance authorizing two semi-annual repayments to the state. Interest on the loan begins accruing on the date of the first disbursement, with a twenty-year maximum repayment period.

Ineligible sources of match funding include:

- Other Green Acres funding (i.e., Green Acres State Land Acquisition Program funding or Green Acres Local & Nonprofit Assistance Program funding, even if awarded to a different applicant)
- Other funding awarded through the Garden State Preservation Trust (i.e., funding from the State Farmland Preservation Program or the NJ Historic Trust)
- The value of any donated goods and services that have not been obtained in conformance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.

Links to specific sources of possible matching funds can be found in the [Helpful Links](#) section. Applicants must identify the anticipated source of matching funds at the time of application, and this year a requirement has been added for the applicant’s Chief Financial Officer sign off on the financial figures in the required resolution, including the available match amount.

Funding Round Caps

While projects may be eligible for funding up to a certain percentage of the total project cost, the actual amount awarded to individual projects is determined by weighing total demand against available resources. Since the demand for Green Acres funding consistently exceeds the amounts available, successful applications are normally approved subject to an award cap. Award cap amounts for local government projects are calculated using a base award, adjusted based on the type of applicant. Award cap amounts for nonprofit projects depend heavily on the demand for this smaller pot of funding.

While award levels cannot be predicted prior to knowing the total demand, for perspective, here is a chart of the range of funding round caps in the previous four funding rounds for each type of applicant:

Figure 3: Funding Round Caps – Park Development Projects

<i>Project Sponsor</i>	<i>Award Formula</i>	<i>Range of Funding Round Caps 2014-2021</i>
<i>Standard Municipality</i>	Base award	\$500,000 - \$600,000
<i>Highly or Densely Populated Municipality</i>	1½ x base award	\$750,000 - \$900,000
<i>Urban Aid Municipality</i>	2 x base award	\$1,000,000 - \$1,200,000
<i>Standard County</i>	2 x base award	\$1,000,000 - \$1,200,000
<i>Highly Populated County</i>	2½ x base award	\$1,250,000 - \$1,500,000
<i>Densely Populated County</i>	3 x base award	\$1,500,000 - \$1,800,000
<i>Standard or Statewide Nonprofit</i>	N/A	\$250,000 - \$500,000

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Applicants are strongly encouraged to design their park development project with a total project cost that does not exceed the likely funding award amount plus available matching funds. Do not apply for a project that will need funding from a subsequent Green Acres funding round to proceed.

If the anticipated project cost is significantly greater than the range of potential Green Acres funding and the necessary resources are currently unavailable, the applicant should scale the project to a size commensurate with the previous funding round caps (plus required match and available additional resources). Subsequent project phases may be eligible for future funding rounds; however, applications should only reflect one phase. The uncertainty surrounding future resources precludes Green Acres' ability to guarantee assistance for subsequent phases.

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Submitting A Competitive Application

The Green Acres Program receives overwhelming interest from potential applicants, and often is not able to approve all eligible projects. This year, with the new funding incentives, it is anticipated that there will be heightened competition as an even greater number of applications likely will be received. Applications for Green Acres funding are subject to a competitive ranking system (please see enclosed [Project Narrative Outline](#) template). The [Project Description](#) question in the application form and the [Project Narrative Outline](#) template portions of the Green Acres application are opportunities to highlight the benefits of the proposed project.

As noted in the introduction, successful applications will reflect a combination of State, Department and Program priorities, which figure prominently in Green Acres' ranking. Given the interrelated nature of our environment and communities, these priorities may be addressed by multiple Factors within the Project Narrative Outline. Below is a discussion of these priorities with tips for how to consider each when designing a project and preparing the application.

1. Public Engagement and Outreach

Changes for this funding round include a renewed focus on public engagement to determine the community need for open space and recreation. The Department of Environmental Protection believes that involving the public in project planning is critical. Meaningful citizen engagement ensures that the investment of public funds reflects the community's needs and priorities. Applicants can address this priority in their responses to [Factors 1 and 2](#). Green Acres is also increasing outreach efforts through recently held stakeholder meetings and upcoming application and project management information sessions.

Community Engagement

All applications to the 2023 funding round, local government and nonprofit, must reflect meaningful community engagement during the project planning stage. Green Acres is not prescribing which outreach methods would be most effective for the community, but some ideas of how to obtain public input include:

- On-line surveys, advertised on websites, in local news sources, flyers
- Paper surveys available at public buildings and events – e.g., library, municipal building, recreation center, senior citizen center, school functions
- Open house meetings
- Design charrettes
- Pop-up feedback sessions at community events, outside grocery stores, at the park
- Focus groups
- Mailers to households inviting input
- Social media posts inviting input
- Idea boards at park and/or at public buildings and events

In many situations, multiple methods will be needed to solicit sufficient and broad community feedback. Whichever means are used to engage the public during project planning, outreach efforts should be well-advertised and offer ample opportunities for participation. Engagement should be targeted based on scope of project, anticipated park users, and affected neighborhoods. The project application should document the public engagement efforts and clearly identify how final project plans incorporated community input.

Public Hearing & Notice Requirements

As in past rounds, all local government applicants must advertise and hold a public hearing before submitting an application for the purpose of discussing the proposed project. Requirements for the public hearing announcement, the hearing itself, and the hearing minutes have changed, and the complete requirements can be found in the attached [checklist](#). Most notably, there will no longer be a grace period for submitting the required public hearing documents.

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Minutes of the public hearing (draft is acceptable) must be submitted *by the application deadline* or the application will be incomplete and deemed ineligible.

Starting this round, Green Acres is requiring county applicants to forward the notice of the public hearing to the clerk of the municipality(ies) within which their project is located, preferably at least 15 days prior, but at a minimum 48 hours before the hearing.

All nonprofit applicants must publish a notice stating that a submission has been made for Green Acres funds to develop the project site. The notice should be published on their website and through their social media account (if one is used) at least 15 calendar days before the application is submitted, and in the official newspaper of the municipality(ies) in which the proposed project is located at least 48 hours before application submission. A template for the notice is included in the application package. Nonprofit applicants must also send a letter of notice to the clerk of the municipality(ies) in which the proposed project is located at least 15 days prior to submitting their application.

2. Public Recreation Benefits

All funded project sites must have meaningful public access. To be competitive, however, the application should highlight [Factors 1 and 3](#) how the proposed project will provide significant public recreation benefits, for example by:

- Serving a large population that can easily access the property by walking or public transportation, particularly within Adversely Stressed Communities
- Including passive and active recreation options
- Offering recreation opportunities that are not readily available in the area, particularly within Adversely Stressed Communities
- Offering facilities for multiple user groups (e.g., basketball, walking, bocce ball, birdwatching)
- Providing recreational opportunities for different ages (e.g., playgrounds, pickleball, team sports)
- Ensuring accessibility to facilities by park users with disabilities, particularly by exceeding the minimum standards set forth in the Americans with Disabilities Act
- Enhancing access to waters consistent with the [Municipal Public Access Plan](#)
- Serving other recreation needs – e.g., project site is located across the street from a school or within a transit hub, park accommodates seasonal increase in population, or facilities reflect the cultural needs of the community

3. Environmental Justice

Central to the Green Acres mission is improving New Jersey for all residents, particularly those in communities with environmental justice concerns. New Jersey's Environmental Justice Law, passed in 2020, provided a targeted approach for this goal and last round Green Acres gave priority to projects in Overburdened Communities (OBCs). Using environmental stressors data, the Department has since identified "Adversely Stressed Overburdened Communities," those OBCs that are higher than the 50th percentile for total environmental and public health stressors. In turn, Green Acres has refined project ranking and funding policies to offer additional points and enhanced grant funding to projects that are located within or are easily accessible from an Adversely Stressed Overburdened Community (less than ¼ mile away with no barriers to pedestrian access). To ascertain if the proposed project meets these criteria, please see the instructions in the [Tools / References](#) at the end of this application. Applicants can address this priority in their response to [Factor 1](#).

4. Revitalization

Green Acres supports expanding outdoor recreation and conservation opportunities through the reclamation and restoration of vacant industrial or commercial properties, including landfills, brownfields, other contaminated sites and expansive impervious parcels. Transforming these lands into recreational and natural areas revitalizes communities and improves residents' quality of life. Applicants can address this priority in their response to [Factor 4](#). The application should highlight how the project will help revitalize the property through:

- Demolition of dilapidated buildings

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- Removal of expansive impervious surfaces
- Remediation of known contaminated sites
- Clean-up of solid waste

5. Protection of Natural and Historic Resources

Conservation and environmental protection goals have always been a core part of the Green Acres mission, including protection of critical wildlife habitat, unique natural areas and land types, biodiversity, flood protection, and surface and groundwater. Green Acres funding has also supported protection of significant historic resources. Applicants should discuss in [Factors 4 and 6](#) how the project contributes to these efforts in either or both of these ways:

- Direct preservation of natural and historic resources – e.g., through restoration; and
- Protection of these resources from harm – e.g., through projects that include buffers to protect them.

6. Climate Mitigation and Resilience

Reducing and responding to climate change is a top statewide priority, and a particular focus for the DEP. Open space and park development projects can help contribute to climate mitigation and resilience, particularly through efforts to preserve and enhance natural carbon sequestration and flood mitigation. The application should highlight in [Factor 4](#) how the proposed project will support climate mitigation and resilience, e.g., through:

- Preservation of forested and flood-prone areas, such as properties located within one of the Flood Hazard Zones within FEMA's Flood Zones, as identified by [New Jersey's Flood Indicator Tool](#)
- Enhancement of wetlands
- Revegetation of riparian areas
- Establishment of living shorelines
- Expansion of upstream flood attenuation potential
- Alleviation of localized flooding
- Incorporation of green infrastructure elements
- Significant plantings of native tree species
- Minimization or reduction of impervious surfaces
- Sustainable building design through water conservation, renewable energy, energy efficient technologies, etc.
- Consistency with the applicant's Climate Resilience Plan
- Support for *New Jersey's Global Warming Response Act 80x50 Report* strategies and goals, including but not limited to permanent preservation for sequestration purposes

Please see [Helpful Links](#) in Reference Documents for more information about the DEP's climate change efforts, climate-friendly parks, and sustainable building design.

The DEP's 80x50 Report identifies carbon sequestration as an important climate mitigation and resiliency tool and promotes the maintenance and expansion of the state's tree canopy. With this goal in mind, Green Acres strongly discourages tree removal and encourages applicants to include native tree plantings in their park development projects. Applicants are asked to provide more detailed information regarding any tree removal proposed as part of the project, including a discussion of alternatives to removing the trees. Tree removal information will be requested as part of the [Environmental Impact Assessment](#) (see form for additional information). Projects that propose excessive tree removals will not be eligible for funding.

Local government applicants can obtain guidance on effective tree and forest ecosystem management, including technical and financial assistance, from the DEP's [Urban & Community Forestry Program](#).

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7. Consistency with Open Space and Recreation Planning

Green Acres is dedicated to investing in open space and recreation projects that reflect local priorities and support regional and state planning goals. Applicants should demonstrate planning consistency in [Factor 2](#) through discussion of how the following planning resources influenced the design of the proposed project:

- Consultation with local and county government officials and commissions, including recreation staff and advisory boards, environmental commissions, historic preservation committees, and open space committees
- Consultation with local interest groups, including environmental groups, historic preservation groups, athletic clubs, and other community groups and current or potential park users
- Local and county land use plans, and specifically any open space or recreation elements and/or recreational facilities plan
- Regional planning efforts, such as regional trail plans, redevelopment plans, and special area master plans (e.g., Highlands, Meadowlands, Pinelands)
- State open space and land use planning efforts, such as the New Jersey State Development and Redevelopment Plan (State Plan) and the Statewide Comprehensive Outdoor Recreation Plan, currently being revised through the [Outside, Together!](#) Initiative (Please address *Outside, Together!* Principles)
- The NJMAP/Conservation Blueprint, an interactive map-based statewide open space and recreation planning tool
- [Furthering the Promise](#), a guidance document for advancing environmental justice
- NJ's *Global Warming Response Act 80x50 Report*, the *Climate Change Resilience Strategies*, the *Scientific Report on Climate Change*, and the appropriate [regional action plan](#), if available all available through the Department's [Climate Change](#) website.
- The municipal [DEP-approved Public Access Plan](#), if the municipality has prepared one (please note if it has been incorporated into the master plan)
- For a project involving a historic property, the [New Jersey Comprehensive Statewide Historic Preservation Plan](#) and, if applicable, a planning document such as a Historic Structures Report, a Preservation Plan, or a Cultural Landscape Report; and the National Park Service's Professional Qualification Standards in the relevant disciplines, published at 36 CFR Part 61.

8. Stewardship of Public Funds

The Green Acres Program has the responsibility to ensure public funds it administers are invested wisely. Applicants should establish through [Factors 1, 2, and 3](#) that the proposed project is a good investment by:

1. Highlighting any aspects of the project that demonstrate cost-efficiency, e.g., matching funds from other funders, donations of value, use of cost-saving technology
2. Reviewing the cost of the project in light of the anticipated life of the facilities
3. Confirming that sufficient public outreach and recreational planning was conducted to ensure that the proposed facilities are appropriately designed to meet short-term community needs and will be relevant and used by the community for years to come
4. Documenting that the applicant is aware of the increased cost of maintenance and has the financial resources and staff/volunteers to properly maintain the funded facilities
5. Demonstrating consideration of the 2-year project period which Green Acres establishes after project approval, through a description of anticipated timeline milestones and deadlines, ensuring that the community will benefit from the proposed project in a timely fashion

Grounds For Application Disqualification

As previously noted, new applications will undergo an eligibility review upon receipt; only those deemed eligible will be ranked and compete for funding. The following circumstances will disqualify an application:

1. Applicant has three or more open projects at the time of application (affected applicants were previously notified)
2. Applicant has failed to adequately address outstanding Green Acres compliance issues (affected applicants were previously notified)
3. Application submission does not include all required items by deadline (see Submissions Checklist)
(Must be submitted on the Green Acres website by 5:00 pm on March 1, 2023)
4. Application fails to identify meaningful public input during the planning process (See Community Engagement Requirement)
5. Public hearing/notice requirements have not been met (please see checklist)
6. Application is not signed by the person authorized in the enabling resolution (“NOW, THEREFORE, BE IT RESOLVED...” paragraph)
7. Application is not fully signed, including by Chief Financial Officer (bottom of the last page of the application form)
8. Application is to re-fund a facility Green Acres funded less than 20 years ago, unless sufficient justification is submitted as per Green Acres rules
9. Proposed project does not result in a usable recreation facility (e.g., only includes site work)
10. Proposed project involves excessive tree removal or otherwise causes significant environmental harm
11. Applicant has awarded the construction contract for the project without prior Green Acres authorization

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What happens after application submission?

Approval Process

Once applications are received, Green Acres will post information on its website about each application, directing the public to provide input to the applicant. The applicant must address and bring to the attention of the Green Acres Program all substantive inquiries received during this time.

After applications are reviewed, Green Acres will notify applicants whose projects are ineligible. Green Acres will then rank eligible projects and compile a list of approval recommendations, which then will be reviewed by the Department and transmitted to the Garden State Preservation Trust (GSPT). The GSPT will approve successful applications using funds available from the 2014 voter-approved referendum, which became the Preserve New Jersey Act (P.L. 2016, C 12). Green Acres will send letters notifying applicants if their application was successful or not. Approved projects must then go through legislative approval.

The length of the approval process has varied in the past, averaging 3-6 months. Many of the changes to be implemented during this funding round are designed to shorten the review process; this year the anticipated DEP/GSPT review period is 2-3 months after the submission deadline. We cannot predict the length of the legislative appropriation process.

Please note: To maintain funding eligibility, applicants must not move forward with bidding the project before funding awards are announced. Should an emergent circumstance arise, please contact the appropriate Green Acres project manager to discuss the At-Risk Authorization process.

Highlighted Project Administration Requirements

While Green Acres projects involve a number of requirements, the most notable are highlighted below.

Preliminary Assessment Report (PAR)

Green Acres requires careful review of all proposed project sites for evidence of past use as landfills; hazardous waste production, storage, or disposal sites; or the adverse effects resulting from such sites in close proximity to proposed public land, as well as the presence of historic fill and certain residual agricultural chemicals. This review allows the state, Green Acres' applicants, and the public to be reasonably assured that lands developed with public funds can be used for recreation or conservation purposes without risk to public health.

For this reason, approved applicants will be required to obtain a preliminary assessment of the project site. Green Acres will provide guidance documents that require adherence to the criteria established by the DEP's Technical Requirements for Site Remediation (N.J.A.C. 7:26E-3). A portion of the costs normally associated with this professional service is reimbursable as part of an approved and completed Green Acres project, as long as the preliminary assessment is done in accordance with Green Acres guidelines.

If the Preliminary Assessment Report recommends additional investigation of any Area of Concern at the project site, the applicant will be required to submit a Site Investigation Report (SIR). If the SIR notes contamination above acceptable levels, the applicant may pursue remediation while obtaining and submitting the other necessary project deliverables.

Local Public Contracts Law/Prevailing Wage Regulations

All applicants, *including nonprofits*, are required to administer park development and stewardship projects in accordance with laws governing public construction projects, most notably consistent with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., and prevailing wage regulations. The LPCL often requires bidding project contracts.

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Applicants should discuss this with their attorney, Treasurer, and/or Qualified Purchasing Agent to ensure an understanding of the LPCL and prevailing wage requirements.

Conservation/Historic Preservation Restriction

Nonprofits that develop land with Green Acres funding must execute and donate to the State, at no charge, a conservation restriction or historic preservation restriction, as the case may be, pursuant to P.L. 1979, c. 378 (C.13:8B-1 et seq.) on the lands to be developed utilizing the grant. The conservation restriction and historic preservation restriction referred to in the law will be provided by Green Acres. For projects on leased land, the required lease will take the place of the restriction. Green Acres may waive this requirement for land that is currently or shortly will be listed on a local government's Recreation and Open Space Inventory (see [Post-Project Requirements & Responsibilities](#) section below).

Project Period

Once approved, Green Acres establishes a two-year project period, during which time the local government or nonprofit must meet all procedural requirements, complete the development project, and request payment. In addition, significant progress must be made throughout the project period to remain eligible. A proposed project schedule is required as part of each application to assist with project planning and to allow Green Acres to evaluate the proposal. Applicants now will be required to submit quarterly status updates during the course of the project to ensure the project remains on schedule and can be completed by the end of the project period. Please talk to the appropriate Green Acres project manager regarding any schedule changes that will affect the ability to meet project deadlines. Barring extenuating circumstances, approved projects that are not making significant progress or cannot be completed by the end of the project period will be cancelled.

Post-Project Requirements & Responsibilities

Prospective applicants are urged to familiarize themselves with the Department's Green Acres Program rules (N.J.A.C. 7:36, found at the [Green Acres' Forms and Regulations website](#)). Acceptance of Green Acres funds obligates the local government or nonprofit to adhere to the Department's requirements, both during the funding process and after a project is complete.

Protected Parkland – Recreation and Open Space Inventory

The Department is dedicated to creating a net increase in parkland. For that reason, a local government that receives Green Acres funding is not allowed to convey, dispose of, or divert to a use for other than recreation and conservation purposes (1) any lands (including facilities) funded by Green Acres and/or (2) any lands held by the local government for recreation and conservation purposes at the time of receipt of Green Acres funding. The local government is required to list such lands on the Recreation and Open Space Inventory (ROSI), which is part of an application for Green Acres funding. If the application is approved, the ROSI will become part of the project agreement between the local government and the State.

Parkland Maintenance and Operation

Prior to accepting our funding, local governments and nonprofits should be aware of the specific requirements of N.J.A.C. 7:36-25 regarding maintenance and operation of Green Acres encumbered parkland. The requirements related to maintenance and operation of Green Acres encumbered parkland are administered and enforced by the Department's [Office of Transactions and Public Land Administration, Public Land Compliance Section](#) ("OTPLA"). These requirements include, but are not limited to,

1. Upon closing, Green Acres encumbered parkland must be open to the public without discrimination or exclusion based on residency. N.J.A.C. 7:36-25.10 (for funded parkland) and N.J.A.C. 7:36-25.11 (for unfunded parkland)

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2. Scheduling the use of facilities either funded by Green Acres or located on parkland acquired with Green Acres assistance (funded parkland) is allowable, provided that such programmed uses are not exclusive or discriminatory and that adequate provisions are made for non-scheduled use. N.J.A.C. 7:36-25.9. The Department does not regulate the scheduling of facilities on unfunded parkland. N.J.A.C. 7:36-25.11.
3. Fees for use of directly funded sites are allowable. Differential fees for use by non-residents or different categories of users may also be charged but must be discussed with OTPLA to ensure they are equitable. All revenues derived from use or operation of a directly funded site must be used by a local government for the operation, maintenance, or capital expenses of either that park facility or their funded parkland or recreation system as a whole. A nonprofit must use any revenues derived from the use or operation of a funded site for either that park facility or other permanently preserved recreation and conservation land owned by the nonprofit. N.J.A.C. 7:36-25.9. The Department does not regulate the fees for use of unfunded parkland. N.J.A.C. 7:36-25.11.
4. Structures being acquired or developed with Green Acres funding, or new construction on funded parkland after a property is acquired by a local government or nonprofit, must be used exclusively in support of public outdoor recreation and conservation purposes and must be approved in advance by OTPLA. This condition will be included in the project agreement if the project is approved. Many compliance problems result from the use of such structures for ineligible purposes. To avoid such problems, local governments and nonprofits must discuss proposed future uses of structures with Green Acres and OTPLA, both during and after the funding process, to ensure that such uses are allowable. N.J.A.C. 7:36-25.7. The requirements for new construction or use of structures on unfunded parkland are similar to those that apply to funded parkland, but structures on unfunded parkland may be used for public indoor recreation as well as support of outdoor recreation. N.J.A.C. 7:36-25.8.
5. Leasing of Green Acres encumbered parkland for agricultural purposes is allowable as an interim parkland management tool but is not allowed as a permanent use of parkland. Farm leases on funded parkland must be approved by OTPLA and are subject to specific requirements in N.J.A.C. 7:36-25.13. Clearing of trees for agricultural use is not allowed on Green Acres encumbered parkland. Public access is required after closing, even if the property is leased.
6. Compliance inspections of funded parkland are conducted by OTPLA every three years. If noncompliance is identified and not corrected in a timely fashion, Green Acres, in consultation with OTPLA, may suspend payments on active projects and the local government or nonprofit will not be eligible for future Green Acres funding. Additional information about post-funding responsibilities can be found at <https://nj.gov/dep/greenacres/pdf/Inspection-of-funded-parklands.pdf>.
7. Parkland must not be sold, leased, exchanged, or donated except to the State, or local government unit, a qualifying tax-exempt nonprofit organization, or the Federal government for recreation and conservation purposes (and then only with the prior written approval of the Commissioner).

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Support

Technical Support

All interested applicants are encouraged to contact Green Acres *as early as possible* to discuss project eligibility, program priorities, and application procedures. Staff is available for assistance throughout the project planning, application preparation, and project management processes.

Upcoming Information Sessions

Green Acres will be hosting virtual application information sessions, on:

- January 11th - Application overview and Q&A
- February 1st - Application Q&A
- February 22nd - Application Q&A

On January 11th, two virtual application information sessions will be held:

- 10:00am to 12:00pm for Acquisition projects (including Green Acres and Urban Parks), and
- 1:00pm to 3:00pm for Park Development (Green Acres and Urban Parks), Stewardship, and Jake's Law projects.

The February 1st and 22nd virtual application information sessions are for all projects and will be held from 10:00am to 12:00pm.

Notices will be sent to stakeholders, and links to the virtual application information sessions will be posted on the Green Acres website. The virtual application information sessions will be recorded, and the recordings also will be available on the Green Acres website.

Green Acres will hold additional information sessions on project management topics for successful applicants and those with previously approved projects.

Green Acres Contacts

Please reach out to the appropriate project manager regarding application questions. Due to remote working, email outreach is recommended. The Green Acres contact list can be found at <https://dep.nj.gov/greenacres/contact-us/> or general questions can be directed to GreenAcresApplications@dep.nj.gov or (609) 984-0500.

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FORMS & SAMPLES

For G.A. Use Only Date Rec'd: _____ Application No. _____
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LOCAL & NONPROFIT ASSISTANCE PROGRAM
Park Development Application Form

Complete and submit application with all required attachments by March 1, 2023, through the Green Acres website. Instructions for submitting your application can be found at www.NJGreenAcres.org.

PROJECT INFORMATION

Project Title: _____

Project Sponsor: _____

Applicant Type (please check appropriate box):

<input type="checkbox"/>	Standard Municipality	<input type="checkbox"/>	Standard County
<input type="checkbox"/>	Highly or Densely Populated Municipality	<input type="checkbox"/>	Highly Populated County
<input type="checkbox"/>	Urban Aid Municipality	<input type="checkbox"/>	Densely Populated County
<input type="checkbox"/>	Nonprofit (<i>project must be located within an UA or HDP municipality or in a DP county, or draw over 75% of its users from those areas</i>)		

Project description

On a separate page, please briefly address, in order, each of the following. This information will be used to determine project eligibility. (See [Submitting a Competitive Application](#) section.)

- Description of the property, including:
 - Physical site characteristics and features
 - Existing land use, including any indoor recreation facilities and/or non-recreation uses
 - Pre-existing and planned rights-of-way, easements, reversionary interests, or other legal rights and restrictions impacting the property
- Please indicate if this proposal will create a new public park
- Project scope - Please provide a bulleted list of proposed improvements, including specific facilities and general site improvements.* For each listed improvement:
 - Please note whether each proposed improvement is an addition to the park, a rehabilitation of an existing facility, or if the improvement will replace an existing facility
 - Please explain why it is needed
 - For athletic fields, please specify natural or synthetic turf

**If part of a larger project, please only include proposed improvements that are included in the cost estimate for this phase.*

SITE INFORMATION

Property Address:

Street Address or Nearest Intersection	
Municipality(ies)	
County	

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Property Lot(s) and Acreage(s) (attach additional pages, if necessary):

Block	Lot	Owned by Applicant?*	Total Lot Acreage	Acreage to be Developed
Total Acreage to be Developed:				

* If not, please indicate if the land is currently leased or if application includes a letter from the landowner indicating that they are willing to lease the property to the applicant.

Site Location Categories – Municipal and Adversely Stressed OBC (please check one in each column):

<input type="checkbox"/>	Standard Municipality	<input type="checkbox"/>	Within an AS/OBC*
<input type="checkbox"/>	Highly or Densely Populated Municipality	<input type="checkbox"/>	Easily Accessible from an AS/OBC**
<input type="checkbox"/>	Urban Aid Municipality	<input type="checkbox"/>	Not within an AS/OBC

*AS/OBC = Adversely Stressed Overburdened Community

** Easily Accessible = Within 1/4 mile with unimpeded pedestrian access

Is the property identified as historic on the NJDEP Historic Preservation Office LUCY Online Map Viewer?
 (See instructions in [Tools / References](#) for how to identify if a property is a historic site.) Yes _____ No _____

Are there any structures located on the project site? Yes _____ No _____

If yes, please describe the intended use of the structure(s) (must be in support of outdoor recreation) or if they will be demolished _____

Is the project site a current or former landfill site, known or suspected hazardous waste site, or adjacent to (or affected by) such sites? Yes _____ No _____

If yes, please explain: _____

For currently undeveloped properties, has the project site been identified by a municipality or otherwise designated for use in meeting municipal fair share low- and moderate-income housing obligations under the Fair Housing Act of 1985(N.J.S.A. 52:27D-301)? Yes _____ No _____

If yes, please describe the alternative to meeting such obligations: _____

State Legislative District of Project Site: _____ **Congressional District of Project Site:** _____

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FUNDING REQUEST

Total Estimated Cost of Project (see attached [Allowable Costs](#) Green Acres rules excerpt):

Construction (including contingency)	\$
Engineering & Construction Supervision/Inspection (Limited to 13% of eligible and completed construction costs) x 0.13=	\$
Preliminary Assessment Report (& Site Investigation Report, if necessary)	\$
Incidental Costs (Limited to 2% of eligible and completed construction costs)	\$
Total Project Cost*	\$

* Please round total cost up to next \$1,000.

Green Acres Funding Request:

Total Project Cost (from above)	\$
x Eligible Grant %*	x 0.
Eligible Green Acres Grant	\$
Grant Request	\$
Loan Request	\$

* See [Funding Categories & Percentages](#) section.

Has this property received previous Green Acres funding (acquisition, development, or stewardship)?

Yes _____ No _____

If yes, please list year, project # (if known), and funding recipient (if not applicant): _____

Has the applicant or partners received any funding awards from other sources for this project, or are any applications pending?

Yes _____ No _____

If yes, please list source, amount, and deadline to use funds: _____

PUBLIC ENGAGEMENT

Please describe the public engagement process that led to the development of this proposal and how the public was involved.

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POST-DEVELOPMENT INFORMATION

Please give a detailed breakdown of anticipated operation and maintenance costs.

Are these costs greater than current site costs? If so, by how much?

What will be the source of funds for the operation and maintenance costs?

SPONSOR INFORMATION

Project Sponsor:

Name of Local Government or Nonprofit	
Street Address	
City, State, Zip	
Webpage Address	
Tax ID Number	

Chief Executive Officer:

Name		Telephone	
Title		Email	

Current Community Profile:

Population		Year	
Area (square miles)		Population/Square Mile	

Contact for Application Questions:

Name	
Title	
Street Address	
City, State, Zip	
Telephone	
Cell Phone	
Email Address	

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Contact for Project Management if Project is Funded *(if different than Application Contact):*

Name	
Title	
Street Address	
City, State, Zip	
Telephone	
Cell Phone	
Email Address	

SIGNATURES (2)

I, _____ (name of official authorized by the governing body resolution), hereby certify that the information provided within this Green Acres Program Application Form is complete and true.

Date

Signature of official authorized to submit application*

*** Must be individual authorized by attached [Enabling Resolution](#) or application will be disqualified**

I, _____ (name of Chief Financial Officer), have reviewed the likely funding award for this project *(see Figure 3: [Funding Round Caps](#))* and hereby certify that the financial information in the attached Governing Body [Enabling Resolution](#), including #2 and #3, is accurate.

Date

Signature of Chief Financial Officer

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Application Checklist – Park Development Projects

Application materials must be submitted electronically in pdf form through the Green Acres website by **5:00pm on March 1, 2023**. Instructions for submitting your application can be found at www.NJGreenAcres.org.

NOTE: This checklist should be returned with the completed application. If any of the starred items (*) are not applicable, please indicate ‘N/A’ next to that item. All other required items must be submitted. Specific instructions for each submission follow the checklist.

REQUIRED ITEMS – All applicants	
	Application Form
	Environmental Impact Assessment
	Governing Body Resolution
	Anticipated Project Schedule
	Units & Quantities Cost Estimate
	Tax Record for Each Tax Lot to be Developed
	* <i>For Any Lot Not Owned by Applicant:</i> Copy of Lease/Use Agreement or Letter from Landowner Confirming They Will Enter into a Lease or Agreement
	Official Tax Map with Project Location Highlighted
	Aerial of Project Location with Streets Identified
	Concept Plan with Checklist
	* Conceptual Floor Plan of Any Structure to be Developed
	Photographs of the Project Site
	Project Narrative Outline
	List of Permits that May Be Required for the Project
ADDITIONAL REQUIRED ITEMS – Local Government Applicants	
	Public Hearing Checklist
	Proof of Publication for Public Hearing Website Notice and Newspaper Advertisement
	Public Hearing Minutes
	Recreation and Open Space Inventory (ROSI) Form
	* County Project: Notification to Municipality(ies)
ADDITIONAL REQUIRED ITEMS – Nonprofit Applicants	
	Nonprofit Eligibility Certification with Attachments:
	– IRS Website Printout
	– NJ Division of Consumer Affairs CRIA Website Printout
	– List of Current Board Members
	– Minutes from Most Recent Board Meeting
	Proof of Publication of Newspaper Notice
	Notification to Municipality(ies)
OPTIONAL ITEMS – All Applicants	
	Existing Property Survey (if available)
	Letters of Support

Tips for Each Application Checklist Item – Park Development

REQUIRED ITEMS – All applicants

Application Form

Please make sure that/note:

- All questions are answered
- Project sponsor is the local government or nonprofit that is requesting funding
- Applicant type – see [Definitions](#) section & municipality/county lists in [Tools / References](#)
- Each bullet point in Project Description is addressed
- All tax lots for the subject property are listed separately with separate acreage figures
- Site location category – see [Definitions](#) section & municipality lists in [Tools / References](#)
- Adversely Stressed Overburdened Community information – see *How to Figure Out if a Proposed Project is in an Adversely Stressed Overburdened Community* in [Tools / References](#)
- Historic properties – see *How to Figure Out if a Proposed Project Site is Historic* in [Tools / References](#)
- Funding figures
 - Please review [Allowable Costs](#) excerpt from the Green Acres rules
 - Please contact Green Acres to review project cost and request figures
- Examples of documentation that can be submitted for public engagement efforts:
 - Copy of digital or paper survey and tabulated survey results
 - Copies of flyers, ads, and/or mailings advertising public engagement opportunities/meetings
 - Photos of public open house meeting, charrette, feedback sessions, focus groups, idea boards
 - Screen shots of social media posts soliciting public input
- Project contact is someone who the Green Acres Program can ask questions to about the application
- If the applicant would like us to send project-related correspondence to another contact person if funding is awarded to the project, please list information for that individual as well
- If a consultant is listed for both/either contact, please specify if there is a municipal, county, or nonprofit contact who should be copied on correspondence
- Form is signed by individual identified in the “NOW, THEREFORE, BE IT RESOLVED...” paragraph of the applicant’s Enabling Resolution
- Form is signed by the Chief Financial Officer

Environmental Impact Assessment

Please make sure that/note:

- The Environmental Impact Assessment is completed with care and accuracy, as it will be closely reviewed to ensure consistency with DEP priorities
- The Environmental Impact Analysis of Proposed Action section in particular must address all anticipated and potential impacts of the project in detail
- Feel free to reach out to the appropriate Green Acres project manager if there are any questions about the new sections on tree removal and synthetic turf fields, which only need to be completed if they are relevant to the proposed project

Governing Body Resolution

Please make sure that/note:

- The enclosed form must be used, without changes
- Resolution amounts equal request amounts on the application form – In the event there is a discrepancy, the amounts listed in the resolution will be used.
- If not requesting loan, loan amount is listed as \$0

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- Individual identified in “NOW, THEREFORE, BE IT RESOLVED...” paragraph is the same person who signs the application form (only one person should be listed)
- The applicant’s match is listed in #2; if the project is 100% grant or 100% loan, the match is \$0; otherwise, a match must be listed

Project Schedule

Please make sure that/note:

- Estimated dates are provided for when each item will be addressed/completed
- The schedule demonstrates that each step of the proposed project has been planned so that it can be completed in the time allotted - i.e., the date for submitting for final payment is not past the two-year project period (given a hypothetical start date of July 1, 2023, not after July 1, 2025).

Units & Quantities Cost Estimate

Please make sure that/note:

- Estimate is prepared and signed by an authorized, licensed professional
- Remediation costs are not included (e.g., disposal of contaminated soil)
- Tree removal costs and site grading costs are broken out in separate lines
- Contingency is based solely on construction costs (i.e., not on engineering costs as well)

For Any Lot Not Owned by Applicant: Copy of Lease/Use Agreement or Letter from Landowner Confirming They Will Enter into a Lease or Agreement

Please note that lease term must be 25 years from anticipated date of project commencement to ensure term of public use of facilities. Lease will need to be approved by Green Acres.

Official Tax Map with Project Location Highlighted

Please submit an official tax map; GIS tax lot outlines do not include notations (e.g., drainage easements, etc.).

Aerial of Project Location with Streets Identified

Please make sure that the map is submitted in color (no black and white scans, please).

Concept Plan with Checklist

Please make sure that/note:

- All items listed on checklist are included on the map
- The map is submitted in color (no black and white scans, please)

Conceptual Floor Plan of Any Structure to be Developed

Please make sure that floor plan indicates the proposed use of any rooms/spaces in the structure to be developed. All structures must be used in support of outdoor recreation and conservation purposes.

Photographs of the Project Site

Please make sure that/note:

- The photos are submitted in color (no black and white scans, please)
- If possible, property should not be snow-covered in photos

Project Narrative Outline

- Please make sure that/note:
- Narrative is presented in outline form, addressing *in order* each applicable Factor contained in the enclosed [Project Narrative Outline template](#)
- Any item that does not apply is marked “Not applicable”

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- When addressing each item, keep in mind the eight priorities listed under the Submitting a Successful Application section
- If project will be phased, narrative only includes information about the phase included in the request and match listed in the Enabling Resolution

Please contact Green Acres with any questions!

List of Permits that May Be Required for the Project

Please make sure that/note:

- The list demonstrates that the applicant has reached out to all applicable permitting agencies to obtain permit information/application materials prior to the submission of the Green Acres application
- For projects in the Highlands, the Meadowlands, or the Pinelands, the list should note that the applicant has consulted with the Highlands Council, Sports and Exhibition Authority (for projects in the Meadowlands), or Pinelands Commission, as applicable, to discuss the proposed project prior to applying

ADDITIONAL REQUIRED ITEMS – Local Government Applicants

Public Hearing Checklist

Please make sure that all items on the [checklist](#) are checked off. If not, there is a strong chance that the application will be disqualified. Please reach out to the appropriate Green Acres project manager with any questions about the public hearing requirements.

Proof of Publication for Public Hearing Website and Newspaper Advertisements

Please see [Public Hearing Checklist](#) for requirements

Public Hearing Minutes

Please see [Public Hearing Checklist](#) for requirements

Recreation and Open Space Inventory (ROSI) Form

Please make sure that/note:

- The ROSI is submitted in the Excel spreadsheet format (see [Recreation and Open Space Inventory \(ROSI\) Form](#))
- ROSI is filled in according to instructions provided in the first tab of the spreadsheet form
- Each tax lot is listed on a separate line, unless it is listed as an additional lot in the tax records
- Both the Total Lot Acres and GA Encumbered Acres columns are filled in, with partial lot encumbrances reflected in the smaller acreage figure in the GA Encumbered Acres column
- Listings are confirmed against municipal tax maps and/or GIS shape files
- All of the tax lots listed as part of the subject property on the application form are included on the ROSI
- ROSI has all required signatures
- ROSI is dated within the last 12 months.
- **Please note:** Applicants should refer to previously provided ROSIs found at <https://dep.nj.gov/otpla/rosi/>, but a printout from that page is not an acceptable ROSI submission.

Official Map of the Local Government, Keyed to ROSI

Please make sure that the map is submitted in color (no black and white scans, please).

County Project: Notification to Municipality(ies)

Please forward copy of the public hearing notice to the municipality(ies) in which the project is located

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ADDITIONAL REQUIRED ITEMS – Nonprofit Applicants

Nonprofit Eligibility Certification with Attachments:

- **IRS Website Printout**
See instructions in [Tools / References](#)
- **NJ Division of Consumer Affairs CRIA Website Printout**
See instructions in [Tools / References](#)
- **List of Current Board Members**
- **List of Board Meetings Held in Prior 12 Months**
- **Minutes from Most Recent Board Meeting**
Draft minutes are acceptable

Proof of Publication of Newspaper Notice

Please see [template Notice](#)

OPTIONAL ITEMS – All Applicants

Existing Property Survey (if available)

Letters of Support

Please make sure that/note:

- Letters reference project scope that matches application
- Letters note why the particular writer/organization supports the project
- Looking for letters from current/future park users, environmental commission, shade tree commission, recreation advisory board, community groups that will benefit from the project, etc.
- County projects – strongly encourage submission of a letter of support from the municipality(ies) in which the project is located

Environmental Impact Assessment Outline

As part of the Green Acres funding proposal, each applicant must collect, evaluate, and present pertinent environmental information necessary to ascertain the suitability of the site for the activities proposed. Please review and consider the applicable Landscape Project maps and reports, developed by the DEP's Fish and Wildlife Program, during the preparation of the environmental assessment. Information can be found on the [Landscape Project](#) website or by emailing the [Program](#).

OUTLINE

1. DESCRIPTION OF THE PROPOSED PROJECT

- a. Briefly describe the total development project
- b. State objectives of the project
- c. Fully describe multi-phase projects

2. DESCRIPTION OF THE ENVIRONMENT

Describe existing environmental features:

- a. vegetation
- b. wildlife, including State and federal threatened and endangered species and critical habitats
- c. geology, topography and soils
- d. water resources/hydrology
- e. historic/archeological resources
- f. transportation/access to site
1. adjacent land uses/description of the surrounding neighborhood

3. ENVIRONMENTAL IMPACT ANALYSIS OF PROPOSED ACTION

Impacts are defined as direct or indirect changes to the existing environment, whether beneficial or adverse, that are anticipated as a result of the proposed action or related future actions and uses. Any off-site impacts, such as increased traffic on neighborhood roads or increased noise levels in surrounding areas, should be described. Whenever possible, environmental impacts should be quantified (i.e., number of trees to be removed, cubic yards of cut/fill, etc.).

- a. Discuss all affected resources and the significance of each impact
- b. Discuss short-term and long-term project impacts
- c. Discuss anticipated increase in recreation and overall use of site over time
- d. Identify adjacent environmental features that may be affected by the proposal
- e. List any permits required for project and brief status (i.e., waterfront development)
- f. For development that would impact an undisturbed portion of the project site, the local government must submit a [Natural Heritage Data Request Form](#) to the DEP's Office of Natural Lands Management (form available at the website or by writing to Natural Heritage Program, PO Box 404, Trenton, New Jersey 08625-0404). **Please attach and discuss the results of the search.**
- g. Discuss if/how the project may be impacted by sea level rise and any related design considerations.

4. ALTERNATIVES TO THE PROPOSED ACTION

- a. Identify alternate sites
- b. Discuss alternate levels and types of development
- c. Compare environmental impacts of each alternative

5. MITIGATING MEASURES

Describe the measures that will be undertaken to mitigate adverse impacts

6. AUTHOR(S) AND QUALIFICATIONS

Tree Removal Evaluation Form

Applicant: _____ Block/Lot: _____
 Project Name: _____ Location: _____
 Municipality (*If different than applicant*): _____

Trees can provide a variety of ecological, social, and cultural services, including habitat for wildlife, public recreation, water filtration, decreasing ambient air temperatures, and carbon sequestration and storage. To ensure that park development projects support these benefits, applicants shall provide detailed information regarding any tree removal proposed as part of the project, as well as a discussion of alternatives to removing the trees. Projects that propose excessive tree removals will not be eligible for funding. **If more than 10 trees over 6" DBH* or more than 50% of the tree inventory at the project site are proposed to be removed, please contact Green Acres to discuss the proposed project.**

Alternatives Review

- Please discuss whether the proposed removal of any tree listed below could be avoided by relocating proposed facilities on the site:

- Please discuss whether the proposed removal of any tree listed below could be avoided through trimming or securing (cabling, bracing):

Please estimate the current total number of trees in the project site: _____

Municipal Tree Ordinance

All applicants should adhere to any existing ordinance that governs tree removal while administering their park development or stewardship project, even if the ordinance would otherwise exempt the proposed project.

Tree Characteristics

Please complete the requested information for each tree over 6" DBH that is proposed to be removed.

Species	DBH	Condition (<i>Healthy, Diseased, Damaged, Dead</i>)	Exceptional Specimen?	Historically Significant?	Significant Ecological Value?	Located in Riparian Zone?	Located on Steep Slope?	Additional Notes

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*** Definitions:**

DBH = Diameter at Breast Height – Tree diameter measured 4.5 feet from ground level on the downhill side of the tree.

Exceptional Specimen – A tree that is particularly impressive or unusual example of a species due to its size, shape, age, or any other trait that epitomizes the character of the species.

Historically Significant – A tree that is associated with a notable local or regional historic event, person, structure, or landscape.

Significant Ecological Value – A tree that provides greater than average ecological benefits, e.g., by providing food or shelter to threatened or endangered wildlife.

Riparian Zone – Land and vegetation within and directly adjacent to all surface water bodies including, but not limited to lakes, ponds, reservoirs, perennial and intermittent streams, up to and including their point of origin, such as seeps and springs.

Steep Slopes – Areas with slopes greater than 15 percent.

Certification

I certify that information provided is accurate and complete to the best of my knowledge. (*Signature does not imply an endorsement of the proposed project.*)

_____ Date: _____

Signature

_____ *Print Name*

Title (check one): Chairperson, Shade Tree Commission
 Chairperson, Environmental Commission
 NJ Licensed Tree Expert

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Synthetic Turf Field Addendum

For projects proposing synthetic turf fields, applicants should review the issues listed below and specifically discuss each in the Environmental Impact Analysis of Proposed Action section of the Environmental Impact Assessment.

1. Synthetic turf field drainage systems must be well-designed and properly maintained to avoid increased run-off from synthetic turf fields. Successful applicants whose projects include a synthetic turf field should design their projects in conformance with the requirements of the NJDEP Stormwater Management rules, even if the project is otherwise exempt.
2. Turf type should be evaluated to address potential ecosystem contamination.
3. Synthetic turf fields can increase the ambient temperature of the neighborhood, especially in highly developed areas.
4. Synthetic turf fields have been shown to have elevated surface temperatures, which can increase the risk of heat-related injuries, especially in children. Applicants are strongly encouraged to design projects so that adjacent shade trees are preserved whenever possible, additional shade trees are planted, and/or shade structures are provided to mitigate this risk.

As part of the Environmental Impact Assessment, the applicant must also discuss why synthetic turf is a necessary alternative to natural turf.

The Green Acres Program encourages applicants to weigh these considerations against the benefits of synthetic turf fields. Applicants who decide to pursue Green Acres funding for a synthetic turf field must discuss the potential benefits and risks, including the Environmental Impact Analysis of Proposed Action section of the Environmental Impact Assessment, during the required public hearing for the project application.

Limited studies of the potential toxic risk of synthetic turf fields to players have not identified a significant risk of exposure. A more comprehensive study, [Federal Research on Recycled Tire Crumb Used on Playing Fields](#), is currently being undertaken by the Environmental Protection Agency/Centers for Disease Control and Prevention/Consumer Product Safety Commission.

The most recent memo issued by NJDEP's Division of Science and Research is available here. [Synthetic Turf Impacts on Storm Water and Flood Resilience, and Potential for Heat Island and Heat-Stress Effects](#)

GREEN ACRES APPLICATION
Enabling Resolution Template

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), provides grants and/or loans to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition, development, and stewardship of lands for outdoor recreation and conservation purposes; and

WHEREAS, the _____ (*name of applicant*) desires to further the public interest by obtaining funding in the amount of \$ _____, in the form of a \$ _____ matching grant and, if available, a \$ _____ loan, from the State to fund the following project(s): _____ (*project title*) _____ at a cost of \$ _____ (*total project cost*);

WHEREAS, the State shall determine if the application is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the amount of the funding award; and

WHEREAS, the applicant is willing to use the State’s funds in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the State for the above-named project;

NOW, THEREFORE, the governing body/board resolves that:

_____ (*name of authorized official*) or the successor to the office of _____ (*title of authorized official*) is hereby authorized to:

- a) make application for such a loan and/or such a grant,
- b) provide additional application information and furnish such documents as may be required, and
- c) act as the authorized correspondent of the above-named applicant;

The applicant agrees to provide its matching share to the Green Acres funding request, if a match is required, in the amount of \$ _____;

In the event the State’s funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;

The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and

This resolution shall take effect immediately.

CERTIFICATION

I, _____ (*name and title of Secretary or equivalent*) do hereby certify that the foregoing is a true copy of a resolution adopted by _____ (*name of legal body or board*) at a meeting held on the _____ day of _____, 20__.

IN WITNESS WHEREOF, I have hereunder set my hand and the official seal of this body this _____ day of _____, 20__.

(*name and title of Secretary or equivalent*)

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Anticipated Project Schedule – Park Development

The project period will be **two years** from the date of the executed project agreement. In estimating a project schedule, please assume a hypothetical July 1, 2023, approval date. If approved, project schedule will be based on this schedule, adjusted to the actual approval date. Regular reporting will be required to ensure continuous progress.

Approximate Date

- | | |
|--|-------|
| 1. Obtain and submit Preliminary Assessment Report
<i>(Resolution of any Areas of Concern should occur concurrent with subsequent steps.)</i> | _____ |
| 2. Complete project design, pending permit approvals | _____ |
| 3. Obtain permit approvals from appropriate agencies | _____ |
| 4. Finalize bid package/submit to GA for pre-bid approval | _____ |
| 5. Advertise for bids | _____ |
| 6. Award construction contract | _____ |
| 7. Begin construction | _____ |
| 8. Complete construction | _____ |
| 9. Submit for final payment | _____ |

Comments: _____

Concept Plan Checklist

The Concept Plan is the basis for Green Acres ranking and evaluation. The size of this map should be 11" x 17" or larger and include the information listed below. The Concept Plan must be prepared by a licensed professional, who should also complete this checklist. The plan should be generated using AutoCAD or Geographic Information System (GIS) technology; the layers required by the Green Acres Program are available from the DEP's GIS GeoWeb.

This checklist should be returned with the completed application. If any items are not applicable, please indicate with "N/A" next to that item. The following are required elements of the concept plan:

1. ____ Project name and location
2. ____ Block and lot numbers and municipality(ies) in which the project is located
3. ____ North arrow and scale of map
4. ____ Adjacent streets, labeled
5. ____ Existing improvements and facilities shown in approximate location on parcel and labeled
6. ____ Proposed improvements and facilities shown in approximate location on parcel and labeled, with approximate area delineated
7. ____ Any areas of proposed tree clearing noted (e.g., with "X" on top of the tree)
8. ____ Location of all known existing easements, road rights-of-way, and encroachments
9. ____ Location of all streams, rivers, waterbodies, and associated buffers
10. ____ Location of tidelands, available from the [Department's Bureau of GIS](#), as determined from New Jersey Tidelands claims maps, conveyance overlays, and atlas sheets
11. ____ Location of floodplain, as shown on the New Jersey State Flood Hazard Area maps prepared under the Flood Hazard Area Control Act, N.J.S.A. 58:16A50 et seq. and available from the [DEP Office of Engineering and Construction, Bureau of Dam Safety and Flood Control](#) website or as determined from other State or Federal mapping or from a site delineation
12. ____ Location of coastal wetlands, as shown on maps prepared by the Department under the Wetlands Act of 1970, N.J.S.A. 13:9A1 et seq. and available from the [Department's Bureau of GIS](#).
13. ____ Location of freshwater wetlands, available from the [Department's Bureau of GIS](#).

If possible, the items listed above should be superimposed on the most recent aerial image of the site (aerials available from the [Department's Bureau of GIS](#)).

Project Narrative Outline Template

PARK DEVELOPMENT PROJECTS

This priority system is used to evaluate the relative merits of proposed park development projects. The system is designed to reflect the degree to which proposed projects conform to findings, recommendations and priorities of the [New Jersey Statewide Comprehensive Outdoor Recreation Plan](#), the New Jersey State Development and Redevelopment Plan, the [New Jersey Comprehensive Statewide Historic Preservation Plan](#), the Preserve New Jersey Act, and [DEP priorities](#). The system uses a set of Factors to evaluate each project's conservation and outdoor recreation features and benefits.

NOTE: EACH APPLICABLE FACTOR SHOULD BE ADDRESSED, IN ORDER, IN OUTLINE FORM.

FACTOR #1 **SERVICE AREA FACILITY NEEDS** Maximum 20 points

This factor addresses the recreation needs of the community to be served and how this project will meet those needs.

A) Describe the population or community to be served:

1. Discuss population size, density, and demographics
2. Note whether the project site is located within an Adversely Stressed Overburdened Community. If the project site is not located within an AS/OBC but is easily accessible from (less than ¼ mile away with no barriers to pedestrian access) and will directly benefit residents of a nearby AS/OBC, describe project site's relative location and benefits.

B) Describe how the project will meet the community's recreation needs:

1. Describe other parks in the vicinity, note whether any contain similar facilities, and explain if/how the project will address an existing recreation deficit (residents not within ¼ mile of recreation site)
2. List of proposed recreation facilities and, for each improvement, please note:
 - a. Whether the improvement is an addition to the park, a rehabilitation of an existing facility, or if it will replace an existing facility
 - b. Why it is needed
3. Discuss the different user and demographic groups that will benefit from the proposed facilities
4. Discuss the geographic reach of the project - Will the project site primarily serve residents of a neighborhood, a whole municipality, or an entire region?
5. Discuss any unique features of the property or community to be served that make this proposed park development project particularly important or impactful

FACTOR #2 **PUBLIC SUPPORT AND ENGAGEMENT/PLANNING** Maximum 15 points

This factor evaluates public involvement and support in the planning process beyond the public hearing.

A) Public Support and Engagement

1. Letters of support from the municipal and county park agencies, recreation departments, environmental commissions, open space committees, historic preservation commissions, other community/user groups, and the general public
2. Documentation of public engagement efforts and a discussion of the input received and how the results were incorporated into the project design

B) Planning

Project promotes the goals and principles with the planning resources listed in the [Submitting a Competitive Application](#) section, as applicable.

FACTOR #3

PROJECT QUALITY

Maximum 24 points

This factor evaluates project elements and features.

A) Accessibility

1. The site location:

- a. Is within a ¼ mile of a residential neighborhood
- b. Is accessible by public transportation (within a ¼ mile of a bus stop or train station)
- c. Is accessible by walking and bicycling
- d. Creates public access where none exists or where existing access is undeveloped or restricted

2. Project exceeds Americans with Disabilities Act requirements for accessibility

B) Expanded Water Access

1. Project creates new needed visual and/or physical public access to bodies of water

2. Project helps achieve the goals of applicant's [Public Access Plan approved by NJDEP](#) (note if approved plan is incorporated applicant's Master Plan)

C) Recreation Benefits

The proposed project:

1. Provides opportunities for a variety of different forms of recreation
2. Creates a new park or a net increase in the types of recreation offered at an existing park
3. Provides recreational opportunities for users of different ages and abilities
4. Provides recreational facilities in an Adversely Stressed Overburdened Community where they do not already exist

D) Cost Effectiveness

This subfactor evaluates the quality of conservation or recreation opportunities provided by a project in comparison to the anticipated cost. Considerations include:

1. Whether project includes donation of labor, equipment, or materials
2. Cost of future operation and maintenance – please highlight cost efficiencies (e.g., solar) or donation of volunteers for maintenance
3. The anticipated life of the proposed facilities relative to the capital investment – please list anticipated lifespan of each proposed facility
4. Whether other public or private funds have been obtained for this project, and what percentage of the total project cost they represent

FACTOR #4

PROJECT PRIORITIES

Maximum 16 points for Local Governments, 14 points for Nonprofits

INCLUDING CLIMATE MITIGATION AND RESILIENCE

The following development project elements are encouraged. Please support answer.

- a) Ecotourism or heritage tourism potential
- b) Trails, bike paths, or greenways
- c) Community gardens
- d) Design and construction that utilizes clean and renewable energy and maximizes energy efficiency
- e) Rehabilitation or redevelopment of an existing recreational facility
- f) Reclamation of a former brownfields site
- g) A project undertaken by a municipality in the Highlands that has amended its development regulations in accordance N.J.S.A. 13:20-13 to establish one or more receiving zones for transfer of development potential from a sending zone in the Highlands)
- h) A project undertaken by a municipality that has amended its development regulations in accordance with the State Transfer of Development Rights Act (P.L. 2004, c. 2 (N.J.S.A. 40:55D-137 et seq. to establish one or more receiving zones for the transfer of development potential
- i) Historic or archaeological resource enhancement or preservation
- j) Projects that support climate mitigation and resilience through:
 1. Enhancement of wetlands

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- 2.Revegetation of riparian areas
- 3.Establishment of living shorelines
- 4.Incorporating green infrastructure elements
- 5.Significant net planting of native tree species (Please indicate net number of new trees and % of cost estimate they represent; for lists of NJ native tree species, please see [Helpful Links](#) section)
- 6.Removal of impervious surfaces
- 7.Expansion of upstream flood attenuation potential

FACTOR #5 **FIRST TIME APPLICANT** 5 points (Local Governments only)
Applies to a project sponsored by a municipality or county that previously has not received Green Acres funding for any project.

FACTOR #6 **FACILITY DESIGN SENSITIVITY AND SITE SUITABILITY** Maximum 13 points

A) General recreation facilities

The environmental features of the site will be used to determine the design sensitivity of the project. Projects that will have a significant negative impact on the site's natural or historic resources will not be considered. Project design should minimize adverse impacts on the environmentally sensitive features of the site by:

1. Locating proposed facilities in already cleared areas, to minimize additional clearing of trees and vegetation (only applies when project site is not already substantially cleared)
2. Locating proposed facilities where topography is suitable, to minimize grading, excavation, fill, and drainage of a site (only applies when project site is not already substantially level)
3. Uses pervious products for surfaced areas, when available
4. Retaining, enhancing, or establishing vegetative buffers, or incorporating other site-sensitive techniques, to minimize impacts on sensitive areas such as shellfish beds, beach/dune systems, forests, wetlands, steep slopes, endangered or threatened species habitat, and aquifer recharge areas
5. Incorporating natural features to adapt for sea level rise (e.g., establishing living shorelines, revegetating riparian areas, enhancing wetlands, protecting flood prone lands, and including green infrastructure)

B) Structures/Buildings

For projects involving structures, project is designed and constructed to meet the [U.S. Green Building Council's](#) (USGBCs) Leadership in Energy and Environmental Design (LEED™) Green Building Rating System for New Construction and Major Renovations Version 2.1.

For buildings that are too small to qualify for LEED™ certification, project should adhere to similar design principles, including some of the following: the installation of equipment that results in water use reduction; the use of clean energy, renewable energy, and energy efficient technologies; the use of construction materials that include recycled content; and the use of materials that reduce exposure to indoor air contaminants.

Public Hearing Checklist

PUBLIC NOTICE REQUIREMENTS

1. ____ Public hearing notice published on applicant's website at least 15 days prior to hearing.
Date of posting _____ Date of hearing _____
2. ____ Public hearing notice published in the official newspaper of the municipality in which the proposed project is located, preferably at least 15 days prior, but at a minimum 48 hours before the hearing.
Date of publication _____ Date of hearing _____
3. ____ For county projects, public hearing notice also published in a newspaper of general interest and circulation, preferably at least 15 days prior, but at a minimum 48 hours before the hearing.
Date of publication _____ Date of hearing _____
4. ____ The hearing notice published in the newspaper(s) as a display ad (encouraged) or a public notice.
5. ____ The hearing notice specifically mentioned the Green Acres application.
6. ____ The hearing notice on the website included a link to information about the application – the full application package or, at a minimum, the concept plan, cost estimate, and Environmental Impact Assessment.
7. ____ The hearing notice published in the newspaper(s) also included the link address for accessing the application information and instructions for how to access a hard copy of the application package.
8. ____ The hearing notice mentioned the park by name and provided the street location/nearest intersection.
9. ____ If public meeting was held remotely, meeting access information was included in the public notice.

PUBLIC HEARING REQUIREMENTS

1. ____ The public hearing was held in the evening, 6:00pm or later. (Meeting may start earlier as long as the Green Acres hearing is held at or after 6:00pm and the different times are noted in the public notice.)
2. ____ The public hearing was attended by a quorum of the elected governing body of the local government.
3. ____ Concept plan that conforms to the [Concept Plan Checklist](#) was presented at the public hearing.
4. ____ Applicant presented at the hearing the findings in the Impact Analysis and Mitigation Measures sections of the Environmental Impact Assessment.
5. ____ Each public comment at the hearing was addressed.
6. ____ If the governing body voted on the Enabling Resolution at the same public meeting, the vote on the resolution took place *after* the public hearing was held.

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MEETING MINUTES REQUIREMENTS

1. ___ Public hearing minutes are being submitted with this application. (Draft minutes can be submitted prior to final approval by the governing body at their next meeting. Transcripts are also acceptable.)
2. ___ Minutes are in written form (no video or audio submissions).
3. ___ Complete meeting minutes are being submitted (not just a portion).
4. ___ The minutes include every public comment and the response for each.

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Public Hearing Announcement/Public Notice Templates Park Development Application

Local Governments - Public Hearing

PURPOSE: Applicant is seeking funding through the State of NJ Green Acres Program for improvements at park name located at street address and nearest intersection.

PROJECT SCOPE: Applicant proposes to create the following new facilities at park name: name facilities; and/or to renovate the following facilities: name facilities; and/or to remove the following facilities: name facilities. A concept plan showing the proposed changes and a preliminary cost estimate can be found at: website address.

PUBLIC HEARING INFORMATION: The public is encouraged to attend a public hearing to learn more about the proposal and to ask questions or provide comments on the proposed plan on Day, Date, 2023, at Time. The meeting will be held In Person/Via (name virtual platform), as part of the regularly scheduled Council meeting. If virtual, provide website link/call in number/access code for meeting here. Written comments on the proposed application may be directed to applicant contact's name, title, email address, and address.

Nonprofits - Public Notice

PURPOSE: Applicant is seeking funding through the State of NJ Green Acres Program for improvements at park name located at street address and nearest intersection.

PROJECT SCOPE: Applicant proposes to create the following new facilities at park name: name facilities; and/or to renovate the following facilities: name facilities; and/or to remove the following facilities: name facilities. A concept plan showing the proposed changes and a preliminary cost estimate can be found at: website address.

PUBLIC REVIEW AND COMMENT: A copy of the application will be on file at the offices of Applicant, office address, as well as at the Green Acres office, and is available for review and comment. Written comments on the proposed application may be directed to name, title, email address, and address of person receiving comments.

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New Jersey Department of Environmental Protection
Green Acres Program

Nonprofit Eligibility Certification

We, _____ and _____, certify that
Print Name of Chief Executive Officer *Print Name of Applicant's Attorney*
_____ meets all the Green Acres' nonprofit eligibility
Print Name of Nonprofit Organization
requirements as listed below:

1. The organization is an incorporated not-for-profit that has a constitution and/or bylaws.
2. The organization is currently recognized by the Internal Revenue Service (IRS) as tax-exempt under 501(c)3 of the Internal Revenue Code. (Please attach confirmation of tax-exempt status from the [IRS website](#).)
3. The organization is in compliance with the NJ Charitable Registration and Investigation Act. (Please attach confirmation from the [Division of Consumer Affairs website](#)).
4. The organization qualifies as a Charitable Conservancy for the purposes of P.L. 1979, c. 378 (C.13:8B-1 et seq.). (An excerpt from that law that defines a Charitable Conservancy is included below*, but applicants should review the entire law.)
5. The organization has sufficient financial resources to match the grant requested and sufficient staff to administer the project in conformance with Green Acres requirements and maintain the project site after closing.
6. The organization has an active governing Board that holds regular meetings. Please list dates of board meetings held during the previous 12 months:

(Please attach a list of current Board members and a copy of the minutes from the most recent Board meeting.)

Chief Executive Officer Date: _____

Applicant's Attorney Date: _____

* "**Charitable conservancy**" means a corporation or trust whose purposes include the acquisition and preservation of land or water areas or of a particular land or water area, or either thereof, in a natural, scenic or open condition, no part of the net earnings of which inures to the benefit of any private shareholder or individual, and which has received tax exemption under section 501(c) of the 1954 Internal Revenue Code

11/10/2022

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TOOLS / REFERENCES

Highly and Densely Populated Municipalities & Counties

(Updated based on 2020 Census data)

Atlantic

Egg Harbor Twp.
Galloway Twp.
Ventnor City

Bergen

Bogota Borough
Dumont Borough
Edgewater Borough
Elmwood Park Borough
Englewood City
Fair Lawn Borough
Fairview Borough
Fort Lee Borough
Hasbrouck Heights Borough
Leonia Borough
Little Ferry Borough
Maywood Borough
New Milford Borough
North Arlington Borough
Palisades Park Borough
Ridgefield Park Village
River Edge Borough
Rochelle Park Twp.
Rutherford Borough
Saddle Brook Twp.
Teaneck Twp.
Wallington Borough
Wood-Ridge Borough

Burlington

Evesham Twp.
Mount Laurel Twp.
Riverside Twp.

Camden

Audubon Borough
Audubon Park Borough
Cherry Hill Twp.
Collingswood Borough
Haddon Twp.
Merchantville Borough
Mount Ephraim Borough
Oaklyn Borough
Woodlynne Borough

Essex

Caldwell Borough
Glen Ridge Borough
Maplewood Twp.

South Orange Village Twp.
West Orange Twp.

Gloucester

Washington Twp.

Hudson

East Newark Borough
Guttenburg Town

Mercer

Ewing Twp.
Hamilton Twp.

Middlesex

Dunellen Borough
East Brunswick Twp.
Edison Twp.
Highland Park Borough
Jamesburg Borough
Monroe Twp.
North Brunswick
Piscataway Twp.
Sayreville Borough
South Amboy City
South Brunswick Twp.
South River Borough

Monmouth

Belmar Borough
Bradley Beach Borough
Freehold Borough
Freehold Twp.
Highlands Borough
Howell Twp.
Keansburg Borough
Keyport Borough
Lake Como Borough
Manalapan Twp.
Marlboro Twp.
Middletown Twp.
Red Bank Borough
Shrewsbury Twp.

Morris

Dover Town
Morristown Town
Parsippany-Troy Hills Twp.
Victory Gardens Borough

Ocean

Berkeley Twp.
Jackson Twp.
Manchester Twp.
Seaside Heights Borough
Toms River Twp.

Passaic

Haledon Borough
Hawthorne Borough
Little Falls Twp.
Prospect Park Borough
Wayne Twp.

Somerset

Bound Brook Borough
Bridgewater Twp.
Franklin Twp.
Hillsborough Twp.
North Plainfield Borough
Somerville Borough
South Bound Brook Borough

Union

Fanwood Borough
Garwood Borough
Linden City
Roselle Park Borough
Union Twp.
Winfield Twp.

Densely Populated Counties

Essex
Hudson
Union

Highly Populated Counties

Bergen
Camden
Mercer
Middlesex
Monmouth
Morris
Passaic

Urban Aid Municipalities List FY 2023

Urban Aid Municipalities are those eligible to receive state aid pursuant to P.L.1978, c.14 (C.52:27D-178 et seq.). To determine if the municipality qualifies, please see below list or visit the [Department of Community Affairs' webpage](#).

<u>Municipality</u>	<u>County</u>
Asbury Park City*	Monmouth
Atlantic City	Atlantic
Bayonne City	Hudson
Belleville Township	Essex
Bergenfield Borough	Bergen
Bloomfield Township	Essex
Brick Township*	Ocean
Bridgeton City*	Cumberland
Camden City	Camden
Carteret Borough*	Middlesex
Cliffside Park Borough	Bergen
Clifton City	Passaic
East Orange City	Essex
Elizabeth City	Union
Garfield City	Bergen
Glassboro Borough*	Gloucester
Gloucester City*	Camden
Gloucester Township*	Camden
Hackensack City	Bergen
Harrison Town	Hudson
Hillside Township	Union
Hoboken City*	Hudson
Irvington Township	Essex
Jersey City	Hudson
Kearny Town*	Hudson
Lakewood Township*	Ocean
Lindenwold Borough*	Camden
Lodi Borough	Bergen
Long Branch City*	Monmouth
Millville City*	Cumberland
Monroe Township*	Gloucester
Montclair Township*	Essex

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<u>Municipality</u>	<u>County</u>
Mount Holly Township*	Burlington
Neptune City Borough*	Monmouth
Neptune Township*	Monmouth
New Brunswick City*	Middlesex
Newark City	Essex
North Bergen Township	Hudson
Nutley Township	Essex
Old Bridge Township*	Middlesex
Orange City	Essex
Passaic City	Passaic
Paterson City	Passaic
Pemberton Township*	Burlington
Penns Grove Borough*	Salem
Pennsauken Township*	Camden
Perth Amboy City	Middlesex
Phillipsburg Town*	Warren
Plainfield City	Union
Pleasantville City*	Atlantic
Rahway City	Union
Roselle Borough*	Union
Salem City*	Salem
Trenton City	Mercer
Union City	Hudson
Vineland City*	Cumberland
Weehawken Township*	Hudson
West New York Town	Hudson
Willingboro Township*	Burlington
Winslow Township*	Camden
Woodbridge Township*	Middlesex
Woodbury City*	Gloucester

*Meet criteria by budget language

Municipalities That Contain An Adversely Stressed Overburdened Community

NOTE: Project must be located in or be easily accessible from an Adversely Stressed Overburdened Community to receive preferential funding terms.

Municipality	County	Municipality	County
Aberdeen Twp	Monmouth	Demarest Boro	Bergen
Absecon City	Atlantic	Deptford Twp	Gloucester
Andover Twp	Sussex	Dover Town	Morris
Asbury Park City	Monmouth	Dumont Boro	Bergen
Atlantic City	Atlantic	Dunellen Boro	Middlesex
Bayonne City	Hudson	East Brunswick Twp	Middlesex
Belleville Twp	Essex	East Greenwich Twp	Gloucester
Bellmawr Boro	Camden	East Newark Boro	Hudson
Belmar Boro	Monmouth	East Orange City	Essex
Bergenfield Boro	Bergen	East Rutherford Boro	Bergen
Berkeley Twp	Ocean	East Windsor Twp	Mercer
Beverly City	Burlington	Eatontown Boro	Monmouth
Bloomfield Twp	Essex	Edgewater Boro	Bergen
Bloomington Boro	Passaic	Edgewater Park Twp	Burlington
Bogota Boro	Bergen	Edison Twp	Middlesex
Boonton Town	Morris	Egg Harbor City	Atlantic
Bordentown Twp	Burlington	Egg Harbor Twp	Atlantic
Bound Brook Boro	Somerset	Elizabeth City	Union
Bradley Beach Boro	Monmouth	Elmwood Park Boro	Bergen
Brick Twp	Ocean	Emerson Boro	Bergen
Bridgeton City	Cumberland	Englewood City	Bergen
Bridgewater Twp	Somerset	Englewood Cliffs Boro	Bergen
Brigantine City	Atlantic	Ewing Twp	Mercer
Brooklawn Boro	Camden	Fair Lawn Boro	Bergen
Buena Boro	Atlantic	Fairfield Twp	Essex
Burlington City	Burlington	Fairfield Twp	Cumberland
Burlington Twp	Burlington	Fairview Boro	Bergen
Butler Boro	Morris	Fieldsboro Boro	Burlington
Byram Twp	Sussex	Flemington Boro	Hunterdon
Caldwell Boro	Essex	Florence Twp	Burlington
Camden City	Camden	Florham Park Boro	Morris
Cape May City	Cape May	Fort Lee Boro	Bergen
Carlstadt Boro	Bergen	Franklin Boro	Sussex
Carneys Point Twp	Salem	Franklin Twp	Gloucester
Carteret Boro	Middlesex	Franklin Twp	Somerset
Cedar Grove Twp	Essex	Freehold Boro	Monmouth
Cherry Hill Twp	Camden	Freehold Twp	Monmouth
Chesterfield Twp	Burlington	Galloway Twp	Atlantic
City Of Orange Twp	Essex	Garfield City	Bergen
Clark Twp	Union	Garwood Boro	Union
Cliffside Park Boro	Bergen	Glassboro Boro	Gloucester
Clifton City	Passaic	Glen Ridge Boro	Essex
Clinton Twp	Hunterdon	Glen Rock Boro	Bergen
Closter Boro	Bergen	Gloucester City	Camden
Collingswood Boro	Camden	Gloucester Twp	Camden
Cranbury Twp	Middlesex	Green Brook Twp	Somerset
Cranford Twp	Union	Greenwich Twp	Gloucester
Cresskill Boro	Bergen	Guttenberg Town	Hudson
Deerfield Twp	Cumberland	Hackensack City	Bergen
Delanco Twp	Burlington		

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Hackettstown Town

Warren

Merchantville Boro

Camden

Metuchen Boro

Middlesex

Municipality

County

Municipality

County

Haddon Twp

Camden

Middle Twp

Cape May

Haledon Boro

Passaic

Middlesex Boro

Middlesex

Hamilton Twp

Atlantic

Middletown Twp

Monmouth

Hamilton Twp

Mercer

Millburn Twp

Essex

Hammonton Town

Atlantic

Milltown Boro

Middlesex

Hanover Twp

Morris

Millville City

Cumberland

Harrison Town

Hudson

Monroe Twp

Middlesex

Hasbrouck Heights Boro

Bergen

Montclair Twp

Essex

Hawthorne Boro

Passaic

Montvale Boro

Bergen

Hazlet Twp

Monmouth

Montville Twp

Morris

High Bridge Boro

Hunterdon

Moonachie Boro

Bergen

Highland Park Boro

Middlesex

Morris Twp

Morris

Hightstown Boro

Mercer

Morristown Town

Morris

Hillsborough Twp

Somerset

Mount Holly Twp

Burlington

Hillside Twp

Union

Mount Laurel Twp

Burlington

Hoboken City

Hudson

Neptune City Boro

Monmouth

Holmdel Twp

Monmouth

Neptune Twp

Monmouth

Hopatcong Boro

Sussex

New Brunswick City

Middlesex

Howell Twp

Monmouth

New Milford Boro

Bergen

Irvington Twp

Essex

Newark City

Essex

Jackson Twp

Ocean

Newton Town

Sussex

Jamesburg Boro

Middlesex

North Arlington Boro

Bergen

Jersey City

Hudson

North Bergen Twp

Hudson

Keansburg Boro

Monmouth

North Brunswick Twp

Middlesex

Kearny Town

Hudson

North Haledon Boro

Passaic

Kenilworth Boro

Union

North Plainfield Boro

Somerset

Keyport Boro

Monmouth

North Wildwood City

Cape May

Lacey Twp

Ocean

Northfield City

Atlantic

Lakehurst Boro

Ocean

Northvale Boro

Bergen

Lakewood Twp

Ocean

Nutley Twp

Essex

Lawnside Boro

Camden

Ocean City

Cape May

Lawrence Twp

Mercer

Ocean Twp

Monmouth

Leonia Boro

Bergen

Oceanport Boro

Monmouth

Linden City

Union

Old Bridge Twp

Middlesex

Lindenwold Boro

Camden

Oradell Boro

Bergen

Little Falls Twp

Passaic

Orange City

Essex

Little Ferry Boro

Bergen

Palisades Park Boro

Bergen

Livingston Twp

Essex

Palmyra Boro

Burlington

Lodi Boro

Bergen

Paramus Boro

Bergen

Logan Twp

Gloucester

Parsippany-Troy Hills Twp

Morris

Long Branch City

Monmouth

Passaic City

Passaic

Lopatcong Twp

Warren

Paterson City

Passaic

Lower Twp

Cape May

Paulsboro Boro

Gloucester

Lumberton Twp

Burlington

Penns Grove Boro

Salem

Lyndhurst Twp

Bergen

Pennsauken Twp

Camden

Madison Boro

Morris

Pennsville Twp

Salem

Magnolia Boro

Camden

Perth Amboy City

Middlesex

Mahwah Twp

Bergen

Phillipsburg Town

Warren

Mansfield Twp

Warren

Piscataway Twp

Middlesex

Manville Boro

Somerset

Pitman Boro

Gloucester

Maple Shade Twp

Burlington

Plainfield City

Union

Maplewood Twp

Essex

Plainsboro Twp

Middlesex

Marlboro Twp

Monmouth

Pleasantville City

Atlantic

Matawan Boro

Monmouth

Point Pleasant Beach Boro

Ocean

Maywood Boro

Bergen

Princeton

Mercer

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Prospect Park Boro
Rahway City

Passaic
Union

Tinton Falls Boro

Monmouth

Municipality

County

Raritan Boro
Readington Twp
Red Bank Boro
Ridgefield Boro
Ridgefield Park Village
Ridgewood Village
River Edge Boro
Riverside Twp
Rochelle Park Twp
Rockaway Twp
Roselle Boro
Roselle Park Boro
Runnemede Boro
Rutherford Boro
Saddle Brook Twp
Salem City
Sayreville Boro
Scotch Plains Twp
Seaside Heights Boro
Secaucus Town
Somerdale Boro
Somers Point City
Somerville Boro
South Amboy City
South Bound Brook Boro
South Brunswick Twp
South Hackensack Twp
South Orange Village Twp
South Plainfield Boro
South River Boro
South Toms River Boro
Spotswood Boro
Springfield Twp
Stratford Boro
Summit City
Sussex Boro
Swedesboro Boro
Teaneck Twp
Tenafly Boro
Teterboro Boro

Somerset
Hunterdon
Monmouth
Bergen
Bergen
Bergen
Burlington
Bergen
Morris
Union
Camden
Bergen
Bergen
Salem
Middlesex
Union
Ocean
Hudson
Camden
Atlantic
Somerset
Middlesex
Middlesex
Bergen
Essex
Middlesex
Middlesex
Ocean
Middlesex
Union
Camden
Union
Sussex
Gloucester
Bergen
Bergen
Bergen

Municipality

County

Toms River Twp
Totowa Boro
Trenton City
Union City
Union Twp
Upper Deerfield Twp
Ventnor City
Victory Gardens Boro
Vineland City
Voorhees Twp
Waldwick Boro
Wallington Boro
Wanaque Boro
Washington Boro
Washington Twp
Watchung Boro
Wayne Twp
Weehawken Twp
West Caldwell Twp
West Deptford Twp
West New York Town
West Orange Twp
West Wildwood Boro
West Windsor Twp
Westampton Twp
Westfield Town
Westville Boro
Westwood Boro
Wharton Boro
Wildwood City
Willingboro Twp
Woodbine Boro
Woodbridge Twp
Woodbury City
Woodland Park Boro
Woodlynne Boro
Wood-Ridge Boro

Ocean
Passaic
Mercer
Hudson
Union
Cumberland
Atlantic
Morris
Cumberland
Camden
Bergen
Bergen
Passaic
Warren
Gloucester
Somerset
Passaic
Hudson
Essex
Gloucester
Hudson
Essex
Cape May
Mercer
Burlington
Union
Gloucester
Bergen
Morris
Cape May
Burlington
Cape May
Middlesex
Gloucester
Passaic
Camden
Bergen

Funding Request Limits by Applicant Type

Type of Applicant	Max. # of Requests	Eligible Funding Program	Notes
Nonprofit	2	<ul style="list-style-type: none"> • Traditional Green Acres • Stewardship 	
Municipality – Non-Urban Aid	2	<ul style="list-style-type: none"> • Traditional Green Acres • Stewardship 	
Municipality – Urban Aid	3	<ul style="list-style-type: none"> • Traditional Green Acres • Stewardship • Urban Parks 	<ul style="list-style-type: none"> • Urban Parks application project must be located within/easily accessible from an Adversely Stressed Overburdened Community. • Municipality may ask to have the Urban Parks application rolled over into the Green Acres round if it is unsuccessful or underfunded, but it must indicate which request is the priority (Urban Parks rollover or Green Acres request), since both cannot be funded.
County	4	<ul style="list-style-type: none"> • Traditional Green Acres • Stewardship • Jake’s Law • Urban Parks 	<ul style="list-style-type: none"> • Urban Parks application project must be located within/easily accessible from an Adversely Stressed Overburdened Community in an Urban Aid Municipality. • County may ask to have the Urban Parks application rolled over into the Green Acres round if it is unsuccessful or underfunded, but it must indicate which request is the priority (Urban Parks rollover or Green Acres request), since both cannot be funded.


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How to Find Out if A Proposed Project is in an Adversely Stressed Overburdened Community


NJDEP Environmental Justice website: [Environmental Justice Mapping, Assessment and Protection Tool \(EJMAP\)](#)

Home Gallery **Map** Scene Groups Q Sign In


NJ Environmental Justice Mapping, Assessment and Protection Tool (EJMAP) Overview

Application  NJDEP

New Jersey has and must continue the crucial work of furthering the promise of environmental justice. To that end, under Governor Phil Murphy's Executive Order No. 23 (2018) (EO 23), which requires the executive branch to ensure that the principles of environmental justice are at the heart of their programs and policies, the Department of Environmental Protection (the Department) issued "Furthering the Promise: A Guidance Document for Advancing Environmental Justice Across State Government" in October 2020. This document provides a path for New Jersey's executive agencies to weave the principles of environmental justice into their core functions, including development of action plans, with an Interagency Council coordinating efforts to increase environmental and public health benefits for those in overburdened communities.

 Web Experience from NJDEP Bureau of GIS
Managed by NJDEPBGIS

Created: May 19, 2022 Updated: Jun 13, 2022 View Count: 14,872

 Authoritative

View

Click "View" to Start

The screenshot shows the EJMAP tool interface with a modal dialog box. The dialog box has a title "Environmental Justice Mapping, Assessment and Protection Tool" and a paragraph of text explaining the tool's purpose and terms of use. At the bottom of the dialog, there is a checkbox labeled "I agree to the above terms and conditions" and an "OK" button. A red box highlights the checkbox and the "OK" button, with a red arrow pointing to the checkbox. A text box with a red border contains the instruction "Check box and then Click 'OK'".

Environmental Justice Mapping, Assessment and Protection Tool (EJMAP)

Introduction Overburdened Communities Facilities Stressor Summary

Environmental Justice Mapping, Assessment and Protection Tool

This is a beta version of the New Jersey Environment Justice Mapping, Assessment, and Protection (EJMAP) tool, designed to support the Department's efforts to implement the EJ Law through its regulatory and permitting processes. The proposed EJ rule specifies the information that determines areas that are subject to the protections provided by the rules and provides a process for updating the extent of those areas as the information sources underlying the boundaries of the protected areas are updated. The beta tool purely reflects in map format the boundaries of the areas determined by application of the provisions contained in the proposed rule and is intended provide a useful living tool that will be continually updated going forward to ease understanding of what is covered by the rule. **The EJMAP tool is not part of the formal EJ rule proposal, and, as such, comments on the tool and its accompanying Technical Guidance document, will not be part of the public record.** Accordingly, any comments on the information underlying the mapping reflected in the tool, the process provided in the proposed rule for updating boundaries, or on any other aspect of the proposed EJ rule must be made through the process provided in that proposal within the timeframe provided for public comment. However, the Department is interested in hearing comments on the structure and functionality of the tool itself and has established an associated email address for users to submit comments on the tool and technical guidance specifically for consideration. The Department expects to update the tool data as it becomes available throughout the beta phase. While these updates may change numeric outcomes from the tool, they will not impact the structure and functionality of the tool itself.

I agree to the above terms and conditions OK

esri A Story Map

The screenshot shows the EJMAP tool interface with the "Stressor Summary" tab selected. The main content area displays the title "Environmental Justice in New Jersey" over a background image of a protest. A red arrow points to the "Stressor Summary" tab in the navigation bar. A red box highlights the "Stressor Summary" tab with the instruction "Click 'Stressor Summary'".

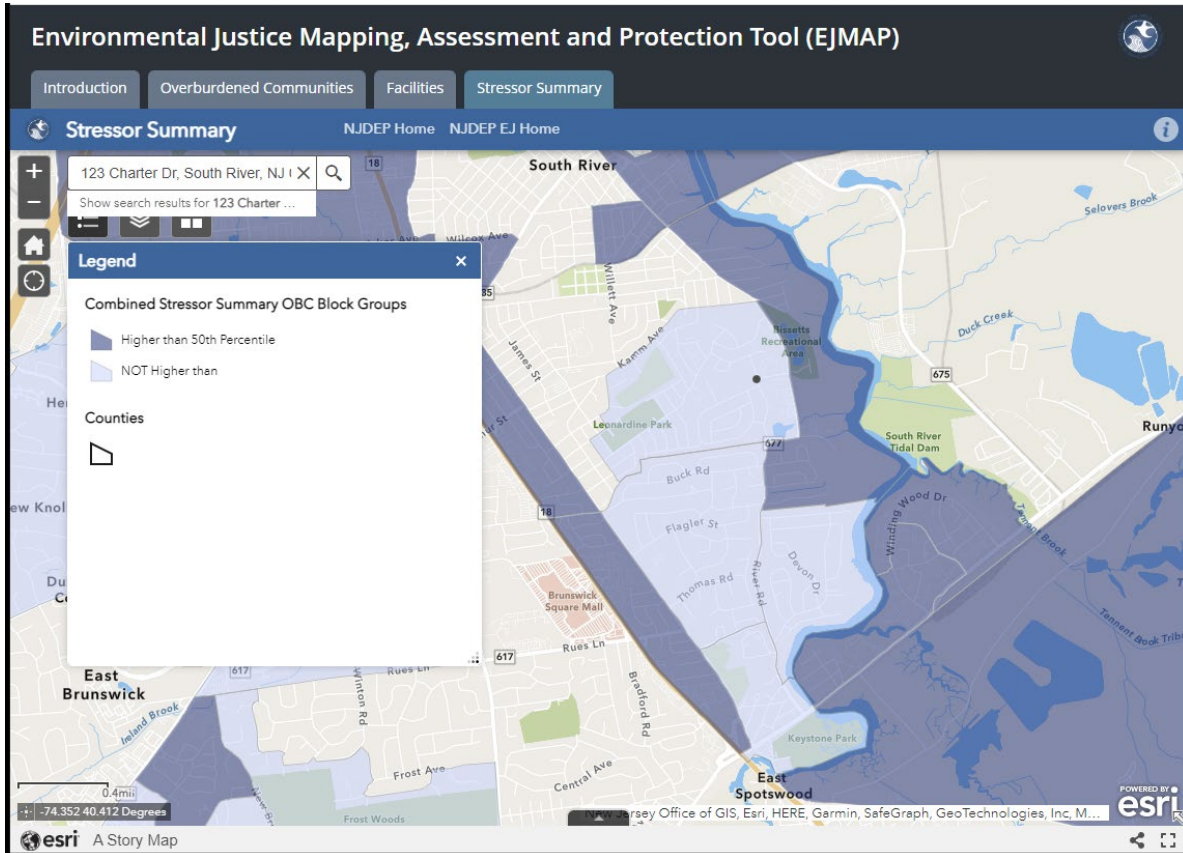
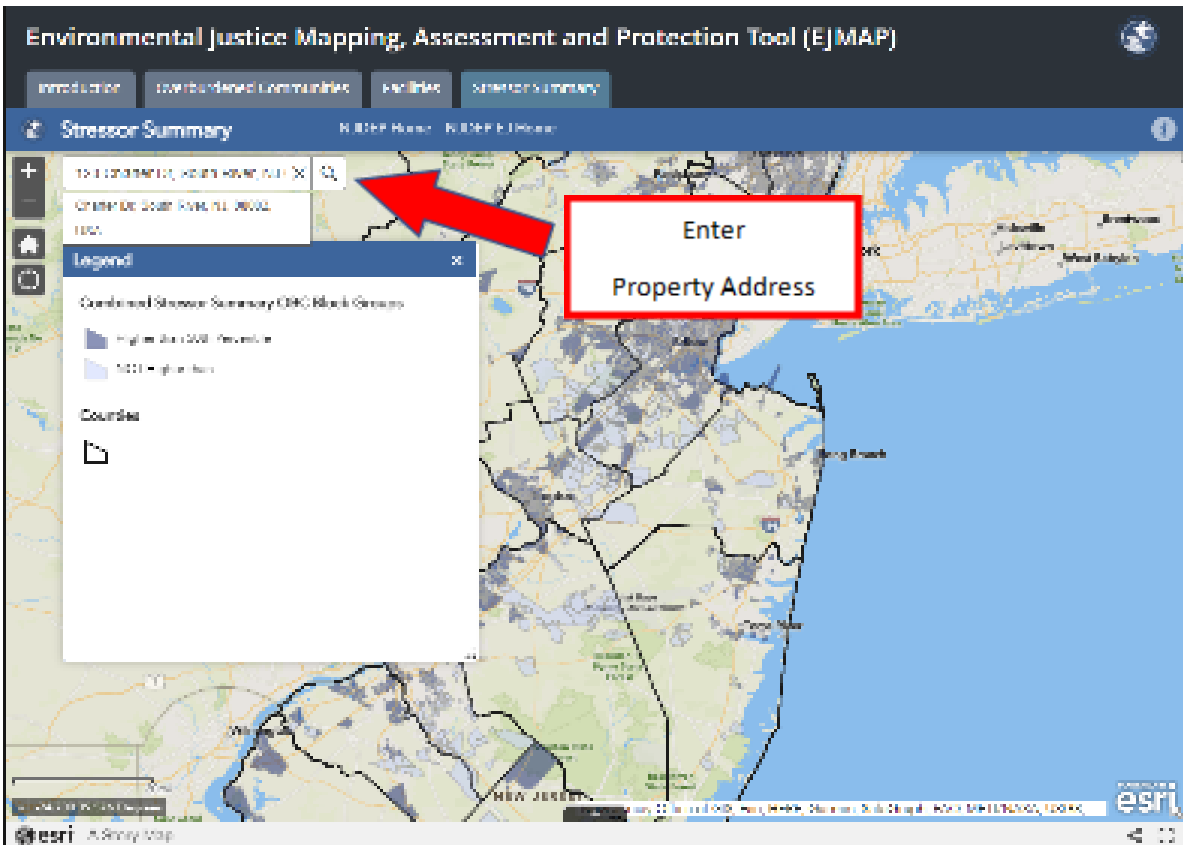
Environmental Justice Mapping, Assessment and Protection Tool (EJMAP)

Introduction Overburdened Communities Facilities Stressor Summary

Environmental Justice in New Jersey

Click "Stressor Summary"

esri A Story Map



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If the property is in dark blue (“Higher than 50th Percentile”), the site is within an Adversely Stressed Overburdened Community. If it is in light blue or has no color, the site is not within an Adversely Stressed Overburdened Community.

Additional information can be found here:

[Environmental Justice Mapping, Assessment, and Protection \(EJMap\): Technical Guidance](#)

How to Find Out if A Proposed Project is Designated as Historic

Visit the [Historic Preservation Office](#) website.

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION

DEP Home | About DEP | Index by Topic | Programs/Units | DEP Online

NEW JERSEY HISTORIC PRESERVATION OFFICE

identify | protect | preserve | sustain

PEOPLE, PROGRAMS & RESOURCES FOR NEW JERSEY'S HERITAGE...

New Jersey's Historic Preservation Office, located within the Department of Environmental Protection, brings expertise in a variety of fields essential to preserving historic resources.

We count among our staff historians, researchers, planners, architectural historians, architects, engineers, & archaeologists. We respond to more than 40,000 calls yearly from people working to preserve, protect and promote New Jersey's historic resources.

Whether you are interested in establishing a local historic district, nominating a building to the New Jersey and National Registers of Historic Places, or interested in restoring your house, you can find information and guidance by following the links on this page

NEWS & HIGHLIGHTS:

- **HPO Email Submittal Form**
- Recorded CLG Grant Training available
- *Draft 2023-2028 Comprehensive Statewide Historic Preservation Plan Available for Comment*
- 2024 Certified Local Government Grants
- HPO Diversity Initiative Hourly Position Available
- HPO Survey Report Search

Click here on the website or use this link.
<https://nj.gov/dep/hpo/1identify/gis.htm>

- Archaeology of the Upper Delaware Valley by Dr. R. Michael Stewart
- New Jersey and National Registers Listings, by County
- Survey Report Bibliographies by County
- Lucy Online Map Viewer

MEETINGS & EVENTS:

- Historic Sites Council

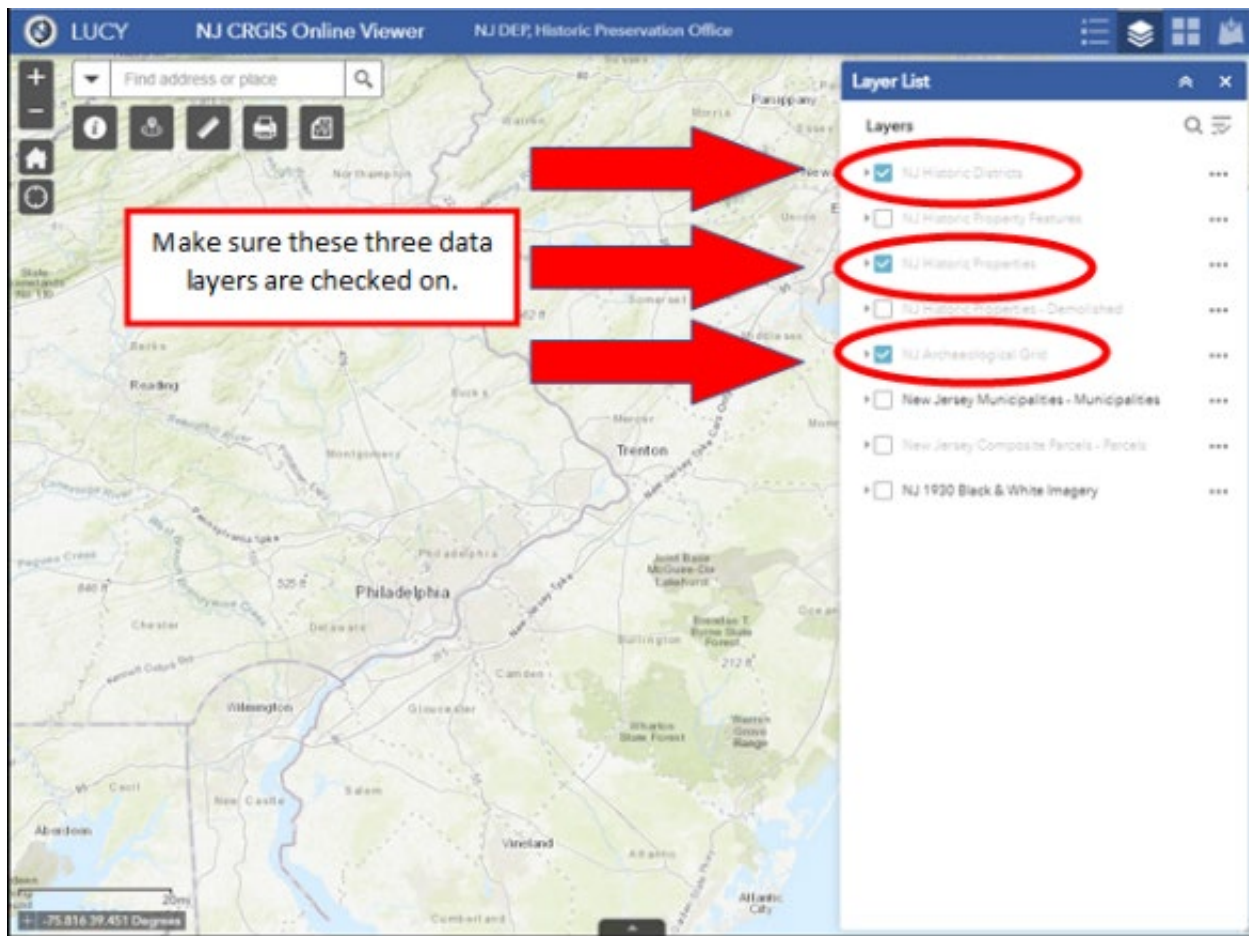
[Back to Table of Contents](#)

LUCY = DEP's Historic Preservation Office identification of Historic Resources with Geographic Information System (GIS)

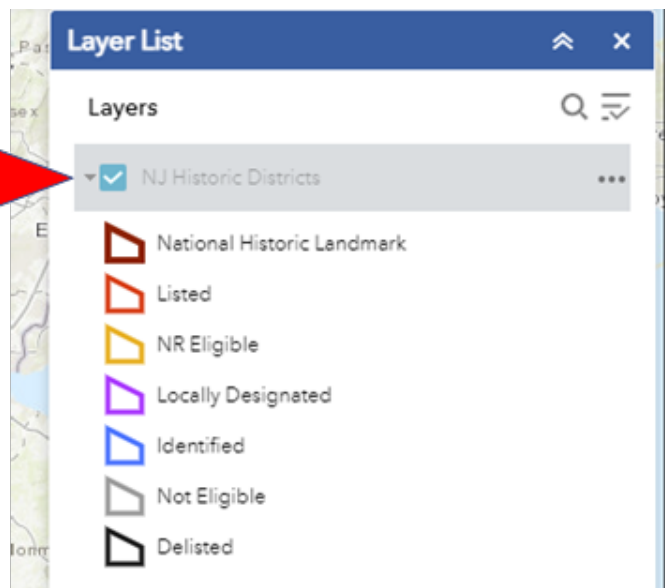
- [LUCY Online Map Viewer](#)
- [LUCY User Guide](#)

The screenshot shows the website for the NJ Cultural Resources GIS. The header includes navigation links for 'njhome', 'my new jersey', 'people', 'business', 'government', and 'departments'. Below this is the 'njdep' logo and 'department of environmental protection historic preservation office'. A search bar is present on the right. The main heading is 'GEOGRAPHIC INFORMATION SYSTEMS'. On the left sidebar, there are two links: 'LUCY Online Map Viewer' and 'LUCY User Guide (PDF Format)'. Two red arrows point from these links to red-bordered boxes containing the text 'Click here for LUCY Online Map Viewer' and 'Click here for LUCY User Guide' respectively. The main content area contains text about the Cultural Resources Geographic Information System (CRGIS) and a list of milestones: 'Highlands Region resources digitized: 2000', 'Surveyed resources digitizing initiated: 2011', 'Hurricane Sandy windshield survey program: 2012', and 'Enterprise Geo-Database Versioning: 2014'. A paragraph at the bottom states: 'HPO continues to develop the CRGIS database by recording the daily outcomes of compliance and registration activities, and converting legacy data in HPO's extensive report collection. (See below for additional details about accessing the CRGIS database and general GIS information.)'

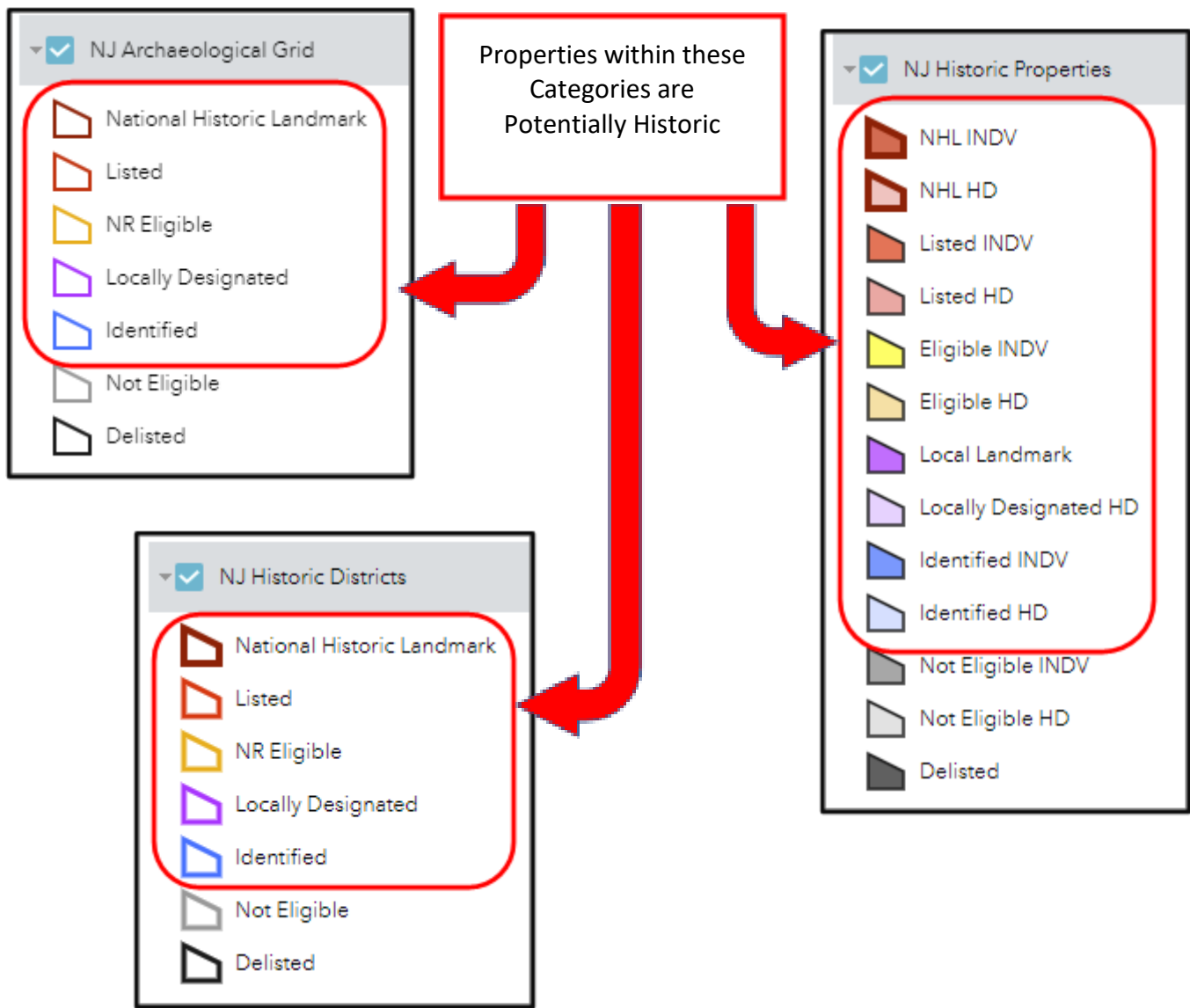
[Back to Table of Contents](#)



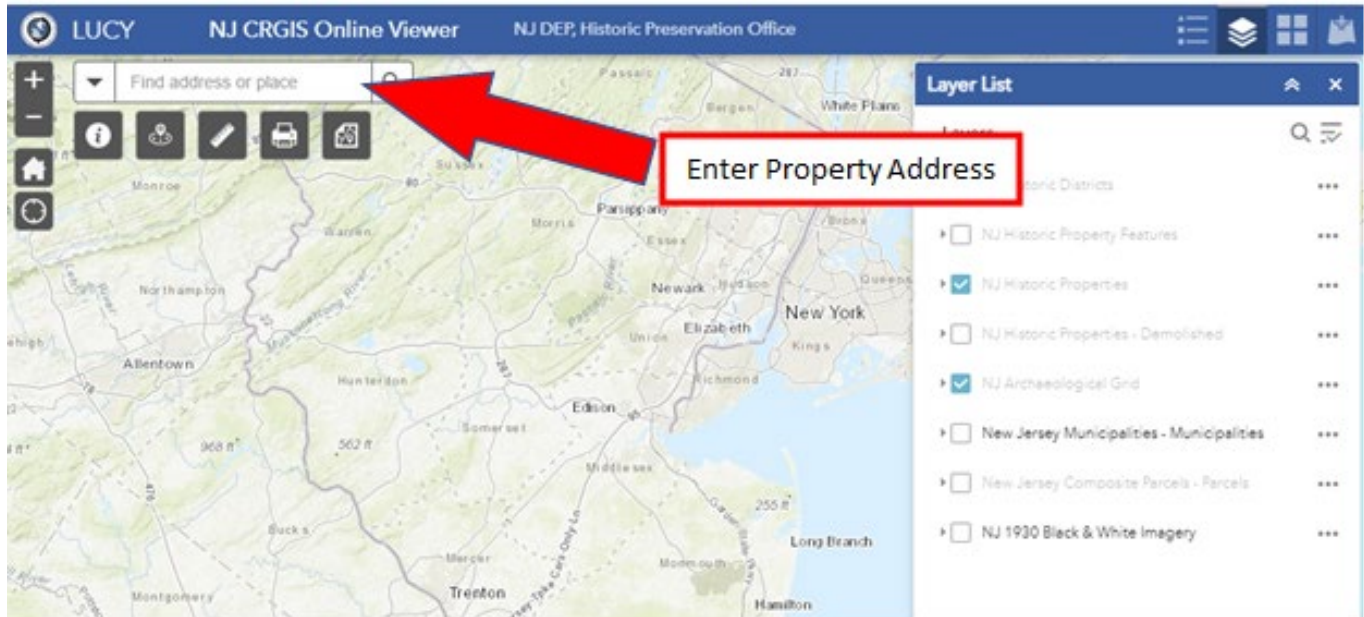
Expand the legend by clicking on the small triangle



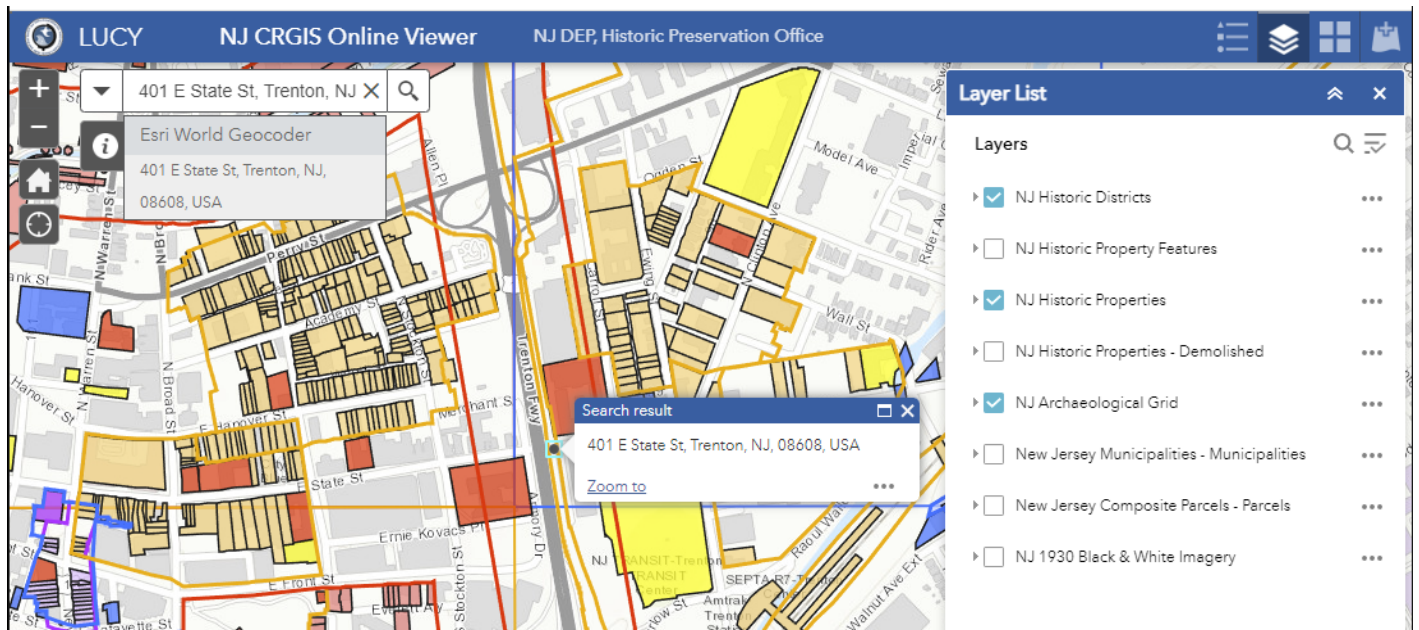
Please refer to the LUCY Guide for definitions of Historic Districts, Historic Properties and Archaeological Grids



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If the project site is highlighted or outlined in one of the colors circled above, check Yes for the application question: **Is the property identified as historic on the NJDEP Historic Preservation Office LUCY Online Map Viewer?** Otherwise, check No.



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How to Confirm IRS Tax Exempt Status (Nonprofit applicants)

IRS website: [Tax Exempt Organization Search](#)

Can search by EIN or by Organization Name. If the search is unsuccessful, the website has a link to Search Tips.

The screenshot shows the IRS Tax Exempt Organization Search interface. The page has a dark blue header with the IRS logo and navigation links. Below the header is a navigation bar with tabs for File, Pay, Refunds, Credits & Deductions, and Forms & Instructions. The main content area is titled "Tax Exempt Organization Search" and contains a search form. The form has three main sections: "Select Database" (with a dropdown menu set to "Search All"), "Search By" (with a dropdown menu set to "Organization Name"), and "Search Term" (with a text input field). Below these are fields for "City" (with a text input field), "All States" (with a dropdown menu set to "All States"), and "United States" (with a dropdown menu set to "United States"). A "Search" button is located below the form. A "Reset" button and a "Search Tips" link are also present. Below the search form is a "Page Last Reviewed or Updated" section with "Share" and "Print" buttons. The search results section shows "Showing 1-1 results of 1" and a "Sort by:" dropdown menu set to "Name A-Z". The search results list one entry: "New Jersey Nonprofit Group" with the EIN: 99-1234567 | Centerville, NJ, United State. Red arrows and callouts indicate the following steps: 1. Change to "Organization Name" (pointing to the "Search By" dropdown), 2. Enter Organization Name (pointing to the "Search Term" input field), 3. Search (pointing to the "Search" button), and 4. Click on Name (pointing to the "New Jersey Nonprofit Group" link).

After Clicking the Name, the *Publication 78 Data* box should appear and must state: "On Publication 78 Data List: Yes"

Publication 78 Data

Organizations eligible to receive tax-deductible charitable contributions. Users may rely on this list in determining deductibility of their contributions.

On Publication 78 Data List: Yes

Deductibility Code: PC [?](#)

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How to Confirm CRIA Compliance Status (Nonprofit applicants)

The State of New Jersey’s Division of Consumer Affairs website: [Search of a Charity](#)

Note: If the search is unsuccessful, it could be because terms have been abbreviated (e.g., CTY instead of COUNTY, NJ instead of NEW JERSEY).

The screenshot shows the website header with logos for 'The State of New Jersey' and 'Office of the Attorney General'. Below the header is the 'NEW JERSEY DIVISION OF CONSUMER AFFAIRS' logo and a profile picture of Cari Fais, Acting Director. Navigation buttons include 'Register', 'Sign In', 'Profile', and 'File a Complaint'. The main content area is titled 'Search For A Charity' and includes a section for 'File Standing Definitions' with definitions for Compliant, Non-Compliant, Exempt, Retired, Revoked, and Denied. At the bottom of the search area is a search box labeled 'Enter Charity Name' with a magnifying glass icon.

Enter Nonprofit Name

If the Division of Consumer Affairs website identifies the applicant as “Noncompliant” and the nonprofit believes it is an error, the nonprofit can request a written Letter of Compliance from Consumer Affairs. The request can be submitted on a signed, dated letter on the nonprofit’s letterhead emailed to Yvonne Jenkins at JenkinsY@dca.njoag.gov. The request letter should list the following information:

- Name of the Organization
- Charity Registration Number
- That the Letter of Compliance is needed for the Green Acres grant application
- Green Acres grant application deadline
- “Requesting a Letter of Compliance”

Allowable Costs (Local Governments) - Green Acres Rules Excerpt

N.J.A.C. 7:36-10.6 Allowable project costs

(a) For development projects, the following costs are allowable, provided the local government unit incurs such costs in conformance with all applicable laws, including the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.:

1. Construction costs;
2. Engineering costs associated with facility design and preparation of plans and specifications, supervision, and inspection, not to exceed 13 percent of the construction costs submitted by the local government unit and approved for Green Acres funding;
3. Incidental costs, individually itemized, associated with the implementation of the development project, including the cost of advertising, archaeological, architectural, conservation, financial, geological, historic research, hydrological, legal, or other professional advice, estimates, reports, services, or studies and the cost of preliminary planning and engineering necessary for the preparation of the application, provided such costs are not also included in the costs listed at (a)1 or 2 above. Incidental costs are limited to a maximum of two percent of the construction costs submitted by the local government unit and approved for Green Acres funding, or \$20,000, whichever is less;
4. Permit fees associated with the development project;
5. Costs of equipment required to make the facility operational; and
6. Costs of the preliminary assessment, when completed in accordance with N.J.A.C. 7:26E, as required under N.J.A.C. 7:36-13.4, and further testing as determined by the Department, based on findings and recommendations of the preliminary assessment.

(b) The following types of costs are not allowable:

1. Administrative and operating costs and salaries and/or wages of any employee of the local government unit incurred as part of the development project;
2. Costs associated with an application for Green Acres funding that the Garden State Preservation Trust does not approve under N.J.A.C. 7:36-13.3;
3. Remediation work done to address any areas of concern, as defined under the Technical Requirements for Site Remediation, N.J.A.C. 7:25E, that are identified in the preliminary assessment required under N.J.A.C. 7:36-13.4 or by other means; and
4. Costs in excess of the sum of the approved Green Acres funding plus the local government unit's matching share, if required, unless Green Acres has approved a request for supplemental funding under N.J.A.C. 7:36-14.3.

Allowable Costs (Nonprofits) - Green Acres Rules Excerpt

N.J.A.C. 7:36-21.6 Allowable project costs

(a) For development projects, the following types of costs are allowable, provided the nonprofit incurs such costs in conformance with all applicable laws, as well as the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.:

1. Construction costs;
2. Engineering costs associated with facility design and preparation of plans and specifications, supervision, and inspection, not to exceed 13 percent of the construction costs submitted by the nonprofit and approved for Green Acres funding;
3. Incidental costs, individually itemized, associated with the implementation of the development project, including the cost of advertising, archaeological, architectural, conservation, financial, geological, historic research, hydrological, legal, or other professional advice, estimates, reports, services, or studies and the cost of preliminary planning and engineering necessary for the preparation of the application, provided such costs are not also included in the costs listed at (a)1 or 2 above. Incidental costs are limited to a maximum of two percent of the construction costs submitted by the nonprofit and approved for Green Acres funding, or \$20,000, whichever is less;
4. Permit fees associated with the development project;
5. Costs of equipment required to make the facility operational; and
6. Costs of the preliminary assessment, when completed in accordance with N.J.A.C. 7:26E, as required under N.J.A.C. 7:36-23.4, and further testing as determined by the Department, based on findings and recommendations of the preliminary assessment.

(b) The following types of costs are not allowable:

1. Administrative and operating costs and salaries and/or wages of any employee of the nonprofit incurred as part of the development project;
2. Costs associated with an application for Green Acres funding that the Garden State Preservation Trust does not approve under N.J.A.C. 7:36-23.3;
3. Remediation work done to address any areas of concern, as defined under the Technical Requirements for Site Remediation, N.J.A.C. 7:25E, that are identified in the preliminary assessment required under N.J.A.C. 7:36-23.4 or by other means; and
4. Costs in excess of the sum of the approved Green Acres funding plus the nonprofit's matching share, unless Green Acres has approved a request for supplemental funding under N.J.A.C. 7:36-24.3.

Helpful Links

Click on name of link to access. If unsuccessful, hold down the Ctrl button while clicking.

POTENTIAL FUNDING SOURCES

- County open space funds
 - [Atlantic County](#)
 - [Bergen County](#)
 - [Burlington County](#)
 - [Camden County](#)
 - [Cape May County](#)
 - [Cumberland County](#)
 - [Essex County](#)
 - [Gloucester County](#)
 - [Hudson County](#)
 - [Hunterdon County](#)
 - [Mercer County](#)
 - [Middlesex County](#)
 - [Monmouth County](#)
 - [Morris County](#)
 - [Ocean County](#)
 - [Passaic County](#)
 - [Salem County](#)
 - [Somerset County](#)
 - [Sussex County](#)
 - [Union County](#)
 - [Warren County](#)
- General Open Space/Recreation/Community Development Grant Programs
 - o [DCA Local Recreation Improvement Grant Program](#)
 - o [American Water's Building Better Communities Grant Program](#) (administered by National Recreation and Park Association)
 - o [DCA Community Development Block Grants](#)
 - o [USDA Community Facilities Grant](#)
 - o [DCA Neighborhood Revitalization Tax Credit \(nonprofits working in certain municipalities\)](#)
 - o [William Penn Foundation](#) (Greater Philadelphia region)
 - o [Open Space Institute](#)
 - o [DEP Office of Natural Resource Restoration](#)
- Grant Programs for Specific Types of Improvements
 - o [New Jersey Urban and Community Forestry Grants](#)
 - o [NJ Historic Trust Funding Programs](#) (cannot be used to match GA funding)
 - o [US Tennis Association Grants](#)
 - o [Boat U.S. Grants](#)
 - o [Boating Infrastructure Grant Program](#) (US Fish & Wildlife Service)
 - o [NBIG – National Boat Infrastructure Grant](#) (US Fish & Wildlife Service)
- Accessibility Grants
 - o [Recreation Opportunities for Individuals with Disabilities Grants \(DCA\)](#)
 - o [Inclusive Healthy Communities Grant Program \(DHS\)](#)

OTHER RESOURCES

- Green Acres & OTPLA Links
 - o [Green Acres](#)
 - o [Green Acres Regulations](#)
 - o [Application Forms](#)
 - o [Contacts List](#)
 - o [Office of Transactions and Public Land Administration, Public Land Compliance Section](#)
 - o [Recreation and Open Space Inventory \(ROSI\) Form](#)

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- Public Engagement in Park Planning Resources
 - [Community Engagement Resource Guide \(NRPA\)](#)
 - Examples of Park Planning Community Engagement Efforts:
 - [Carver County, MN](#)
 - [Portland, OR](#)
- Open Space and Recreation Facilities Mapping and Planning Resources
 - [SCORP](#)
 - [Outside, Together!](#)
 - [NJMAP / Conservation Blueprint](#)
 - [NJ-GeoWeb](#)
 - [NJ Community Asset Map](#)
 - [DEP-approved Public Access Plans](#)
- Climate Mitigation and Resilience Resources
 - [DEP Climate Change Information](#)
 - [NJ Global Warming Response Act 80x50 Report](#)
 - [New Jersey's Flood Indicator Tool](#)
 - [Climate Friendly Parks](#)
 - [US Green Building Council](#)
- Environmental Justice Resources
 - [Office of Environmental Justice](#)
 - [Furthering the Promise](#)
 - [EJMAP](#)
- Historic Preservation Resources
 - [NJ State Historic Preservation Office](#)
 - [New Jersey Comprehensive Statewide Historic Preservation Plan](#)
 - [LUCY Online Map Viewer](#)
 - [LUCY User Guide](#)
 - [New Jersey and National Registers of Historic Places](#)
 - [Secretary of the Interior's Standards for the Treatment of Historic Properties](#)
 - [Secretary of the Interior's Guidelines for the Treatment of Cultural Landscapes](#)
- Accessibility Resources
 - [Americans with Disabilities Act](#)
 - [NJ Division of Disability Services](#)
 - [New Jersey Barrier Free Subcode](#) (Recreation: Sections 5:23-7.16 to 5.23-7.32)
 - [DCA Rules for Completely Inclusive Playgrounds](#)
- Tree Resources
 - [New Jersey Urban & Community Forestry Program](#)
 - [NJ State Approved Foresters](#)
 - [NJ Shade Tree Federation Information](#)
 - [Sample list of NJ Native Trees](#)
- DEP Division of Science & Research Findings on Synthetic Turf:
 - [Synthetic Turf Impacts on Storm Water and Flood Resilience, and Potential for Heat Island and Heat-Stress Effects](#) (2022)

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- o [An Evaluation of Potential Exposures to Lead and Other Metals as the Result of Aerosolized Particulate Matter from Artificial Turf Playing Fields](#) (2011)
- o [Preliminary Assessment of the Toxicity from Exposure to Crumb Rubber: its use in Playgrounds and Artificial Turf Playing Fields](#) (2007)

- Resources for Contaminated Sites
 - o [DEP Office of Brownfields Reuse](#)
 - o [Hazardous Discharge Site Remediation Fund](#) (grants for site investigation and remediation)

- Public Contracts Information
 - o [NJ Local Agency Procurement Laws](#)
 - o [Local Public Contracts Law Contracting Thresholds](#)
 - o [Prevailing Wage Rates on Construction-Related Public Works Projects](#)

- Nonprofit Compliance Links
 - o [IRS Tax Exempt Organization Search](#)
 - o [NJ DCA Charities Search](#)