

Transitional Aid Application for Calendar Year 2011
Division of Local Government Services
Department of Community Affairs

General Instructions: This application must be submitted in its entirety by March 11, 2011 for funding consideration under this program. Information contained in the application is subject to independent verification by DLGS. Refer to Local Finance Notice 2011-7 when preparing this application for specific instructions and definitions, and review the Submission Checklist on Page 6.

Name of Municipality:		Borough of Penns Grove		County:	Salem
Contact Person:		Stephen F. Labb		Title:	Chief Financial Officer
Phone:	(856)299-0098 Ext 107	Fax:	(856) 299-0975	E-mail:	pennsgrove@verizon.net

I. Aid History

List amount of Transitional or former Discretionary Aid (Extraordinary, Special Municipal, or Capital Cities) received for the last three years, if any:

CY 2010	CY 2009	CY 2008
\$ 1,000,000.00	\$ 850,000.00	\$ 650,000.00

II. Aid Request for Application Year: (All municipalities currently operating under a Transitional Aid MOU are advised that a decrease from prior year funding is likely.)

Amount of aid requested for the Application Year:	\$ 875,000.00
--	----------------------

An aid request does not constitute guarantee of receipt of any funds.

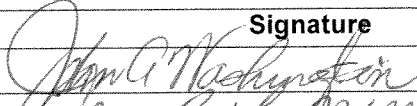
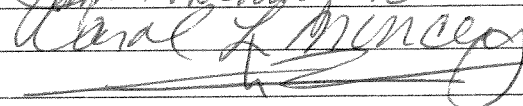

III. Submission Requirements

The following items must be submitted with, or prior to, submission of this application. Indicate date of submission of each.

Item	Date Submitted to DLGS
Prior Year Annual Financial Statement	2/03/11
Previous Year Annual Audit	10/26/10
Previous Year Audit Corrective Action Plan	11/19/10
Application Year Introduced Budget	3/10/11
Budget documentation submitted to governing body	2/09/11

IV. Application Certification

The undersigned herewith certify that they have reviewed this application and, to the best of their ability, find its contents to be true and that it accurately portrays the circumstances regarding the municipality's fiscal practices and need for financial assistance. By submitting the application, the municipality acknowledges that the law provides that the decision of the Director regarding aid awards is final and not subject to appeal.

Official	Signature	Date
Mayor/Chief Executive Officer		3/10/11
Governing Body Presiding Officer		3/10/11
Chief Financial Officer		3/10/11

V-A. Explanation of Need for Transitional Aid

Explain the circumstances that require the need for Transitional Aid in narrative form. Include factors that result in a constrained ability to raise sufficient revenues to meet budgetary requirements, and if such revenues were raised, how it would substantially jeopardize the fiscal integrity of the municipality.

The following factors, which exist in the Borough of Penns Grove, justifies the need of awarding Transitional Aid in 2011; these are continuing conditions from prior applications which are updated. Mayor and Council are hopeful that once the RiverWalk Project is complete, the Municipality will take a giant leap in being self sufficient.

1. The effect of high percentage of properties that are non-ratables on the size of a Municipality that is less then one square mile.
2. The effect of subsidized public housing on the Borough's tax base.

FACTOR 1:

In the Borough of Penns Grove it is difficult to offset budget increases. The Borough of Penns Grove is less than one square mile in total area. Based on the Demographics and Social Economic Characteristics, Per Capita Income is \$ 13,300.00; Medium household income is \$ 26,227.00; Medium family income is \$ 34,076.00. Persons in Poverty are 1,020, which is 21% of the population. Households receiving public assistance are 188 and Households receiving social security are 606 out of 1,827 household as of 2000. Unemployment rate is 15.3%. As seen from the information provided by the New Jersey Municipal Data Book, the Borough of Penns Grove qualifies as distressed. The only viable land for development is the Riverfront. Through many years of planning, the Municipality in conjunction with Developers has completed construction of the Boardwalk stage of the Riverfront Development. This will greatly enhance future ratables. There is an on going effort for the Municipality to be self sufficient, but currently we need the State's support in order to achieve this goal. **The Municipality will not be able to sustain a 64 cent increase in Local Purpose Tax if additional aid is not received.**

The Borough also suffers from a high percentage of properties, which are non-ratables. It is estimated that 34% of the total value of land and improvement (property), within the Borough of Penns Grove are non-taxable. Here again is a list of those properties:

a. Government Institutions:

1. The Penns Grove – Carneys Point School District Office.
2. The Penns Grove – Carneys Point Middle School.
3. The Penns Grove – Carneys Point Carleton School.
4. The Salem County Social Services main office.
5. The Borough Hall.
6. The Ambulance and Fire Department buildings.
7. The Street Department building.
8. The Penns Grove – Carneys Point Library.

b. Non-profit Organizations and Clubs:

1. The Washington Club.
2. The Citizens' League.
3. Two separate Elk Lodge facilities.
4. The American Legion.
5. The Puerto Rican Action Committee.
6. The Advancement Club.
7. Howard Avenue Mental Health Facility Halfway House.

The Penns Grove – Carneys Point Historical Society Headquarters. This is the most recent non-profit organization, which acquired a former ratable and transferred it into a non-ratable. Although the Borough of Penns Grove supports the efforts of the Historical Society, it is hard to accept the fact that the acquisition of this building, by a tax exempt organization is in a key commercial section of our town. The loss of such a well maintained structure eliminates the Borough's opportunity to secure a commercial ratable.) The property was formally a commercial bank, which unfortunately closed.

*Formed in 2003.

c. Churches:

The Borough of Penns Grove presently has eleven (11) active churches within its boundaries as well as a large community center, all of which are exempt from taxes. This does not include churches that are occupying as tenants. The Borough surely does not object to having these religious institutions within its boundaries, but includes them to give a clear picture of just how severe the non-ratable situation is for the Borough.

In summary, when you factor the size of the Borough of Penns Grove and then review the number of non-ratable properties that exist, there is a tremendous burden placed on the tax payers of the Borough of Penns Grove. Not only does the Borough have these exempt facilities within its boundaries, but also, in many cases, provides additional services and support without any financial contribution.

FACTOR 2:

Penns Grove continues to host an excessive number of subsidized housing units. Penns Grove, although being less than one square mile, has within its' boundaries, five subsidized low-income housing facilities. These facilities are Penn Village Apartments, Silver Run Apartments, Mallard Park Apartments, and the Penn Towers Senior Citizens Complex and Penns Grove Gardens. These facilities have a total of 448 units. The owners of these facilities are all receiving funding from the federal government, none of which are past on to the Borough of Penns Grove. These facilities place a financial strain on the Borough's limited resources.

Example 1: The Penns Grove Housing Authority, which includes the Silver Run Apartments and the Penn Towers Senior Citizens facility, are assessed at **\$9,803,300.00**. They are tax exempt on the municipal tax list and did not contribute in 2010.. Both facilities have a combined amount of 190 units. That is a breakdown of **\$ 0** per unit.

Example 2: Penn Village Apartments, which has an assessed value of \$7,297,000.00, makes a payment in lieu of taxes to the Borough in the amount of \$42,500.00 per year. This payment does not in any way reflect the amount of attention that this facility receives by way of police calls, municipal court and other services.

Example 3: Mallard Park Apartments is a subsidized housing facility, with assessed value of \$1,165,800.00. The revenue received does not offset the cost associated with this property.

Subsidized Housing grossly underpays its' fair share of property taxes. In 2010, a Penns Grove homeowner with an average assessment of \$111,237.00 paid \$1,490.58 in local property taxes. Compare this with one of the subsidized housing complexes in the Borough of Penns Grove. The Penns Grove Housing Authority, which did not pay in 2010, despite the fact that they have over 190 apartment units in the Borough of Penns Grove. As has been stated previously, these complexes put a much greater demand on the services provided by the Borough particularly the Police Department. For an apartment unit in one of the subsidized housing complexes, the average per unit payment is shown below.

Penns Grove Housing Authority – Payment in Lieu, \$ 0 per unit.

The Penn Village Apartments –Payment in Lieu, \$354.17 per unit.

Mallard Park –\$ 1,225.18 in taxes per unit.

The Social Economic factors, which result from this place a burden on the budget. We have a police budget for 2011 in the amount of \$1,606,710.00. If we include Health Insurance in the amount of \$925,998.20, which includes \$ 397,297.00 in payment for retiree's and officers retired on disability. The grand total for the Police Department is \$2,532,708.00. This amount represents over 39% of the entire budget for the Borough of Penns Grove.

This is a constant situation and is why we must mention it in every Aid Application until the RiverWalk Project is completed, which will help off-set subsidized housing.

V-B Alternate Eligibility Calculation

Complete this section only if Transitional Aid **was not** received in the prior year. If the requirements of this section are met, this application must also reflect that the criteria in Section C, items 2-7 of Local Finance Notice 2011-7 are met.

Part 1 calculates loss of equalized value. If there is a loss of at least *2% of equalized value*, the eligibility criteria is met and the rest of the form does not have to be completed.

If the 2% criterion is **not** met, continue with Part 2 to identify individual revenue losses (exclusive of State CMPTRA/ETR formula aid reductions) or specific, extraordinary appropriation increases (pursuant to Local Finance Notice 2011-7, Item B-8).

Part 1 – Eligibility of Value Loss	Current Year County Equalization Table County Apportionment	Prior Year Director’s Table Equalized Value	Decrease
	(a)	(b)	(c)
Equalized Value Reduction			
Percent of loss from prior year (c) divided by (b) as percent:			N/A
If this exceeds 2%, stop and proceed to the next page.			

Part 2 – Demonstration of Revenue Loss/Substantial Cost Increase

Complete Part 2 if eligibility was not met in Part 1. Show: (1) extraordinary revenue losses (exclusive of State CMPTRA/ETR aid reductions, but inclusive of other aid, including payments under various open space State payments in lieu of tax programs), but not as the aggregate of many revenue line items; and (2) or specific, extraordinary increases in appropriations. Describe the item on the cell below each entry. If applicable, indicate in the description of the extraordinary increase in expenditure if the increase was the result of a policy decision made by the municipality (i.e. a back-loaded debt service schedule, deferred payment, costs associated with additional hires, etc.)

Revenue or Appropriation	Prior Year Value	Current Year Value	Amount of Loss/Increase
Description:		N/A	
Description:		N/A	
Description:		N/A	
Description:		N/A	
Description:		N/A	
Description:		N/A	
Description:		N/A	
Description:		N/A	
Description:		N/A	

V-C Actions to Reduce Future Need for Aid

Detail the steps the municipality is taking to reduce the need for aid in the future. Include details about long-term cost cutting and enhanced revenue plans, impact of new development, potential for grants to offset costs, and estimated short and long-term annual savings. Use additional pages if necessary.

Council has entered into an Interlocal Services Agreement with Carneys Point Township for Public Work Services. This will be the first full year of the Agreement. Said services shall include Collection, removal and disposal of solid waste and recyclable materials, plowing, salting and sanding of streets and maintenance of Borough owned properties, pothole and roadway repairs, replacement and installation of street and stop signs, roadway shoulder maintenance, street sweeping, mowing and storm water drainage maintenance. Estimated savings for the first year full year of service \$ 70,000.00. Saving will decrease after the third year by \$ 30,000.00 when the capital credit is exhausted. In talking to Carneys Point Finance Officer for CY Year 2011 the Borough could realize additional saving from the agreement due to a reduction in recycling fees.

For CY 2011 a reduction of \$ 4,756.50 was realized with the Interlocal Services Agreement of the Tax Office.

Concessions have been made concerning the Police Association Contract. Estimated Salary and Wages saving is \$ 186,290.00. Sick time sell back has been eliminated realizing a saving of \$ 54,817.00. Selling back of accumulated time for retirement has also been eliminated, estimate Value of this Compensation as of 12/31/10 is over \$ 127,000.00. Restructuring of contract reduced salary in half for new hires. First year Salary is \$ 35,000.00. By hiring additional officer the Municipality will decrease over time by \$ 187,000.00 and also will be eligible for a Safe and Secure Communities Program Grant for \$ 43,603.00 for CY 2011. The Municipality is waiting for State approval for hiring the Officers.

Information has been submitted to Barbara Smith Duffy, Organizational Development and Shared Services Coordinator, County of Salem. The Shared Services Work Group is collecting data to explore the possibility of creating an expanded Purchasing Cooperative within Salem County. A county wide effort to consolidate purchasing and shared services in which the Municipality will be involved.

The Budget Reform Committee made up of Council Representatives and Local Citizens, review and explore the Municipal Budget to for additional ideals for cost savings.

Borough officials are trying to facilitate economic revitalization through the Riverwalk project. There has been a constant emphasis for riverfront development that has been hampered by prior developers and the economy. Officials are aware that the Municipalities goal of being self sufficient hinges on the only major area which can generate ratable, jobs and an infusion of economic growth. This is the corner stone to the restoration of Penns Grove.

VI. Historical Fiscal Statistics

Item	2009	2010	Introduced Application Year
1. Property Tax/Budget Information			
Municipal tax rate	\$ 1.154	\$ 1.340	\$ 1.977
Municipal Purposes tax levy	\$ 2,069,243.32	\$ 2,407,781.00	\$ 3,536,702.33
Municipal Open Space tax levy	\$.00	.00	\$.00
Total general appropriations	\$ 5,840,601.43	\$ 6,795,322.07	\$ 6,510,537.61

2. Cash Status Information			
% Of current taxes collected	92.15 %	92.60 %	%
% Used in computation of reserve	90.00 %	90.00 %	90.00 %
Reserve for uncollected taxes	\$ 576,898.11	\$ 615,552.31	\$ 729,401.61
Total year end cash surplus	\$ 607,043.32	\$ 630,218.20	
Total non-cash surplus	\$ 3,094.92	\$ 1,305.88	
Year end deferred charges	\$ 168,000.00	\$ 126,000.00	

3. Assessment Data			
Assessed value (as of 7/1)	\$ 179,477,897	\$ 179,563,917	\$ 178,905,801
Average Residential Assessment	\$ 111,207	\$ 111,237	\$ 111,241
Number of tax appeals granted	2	6	
Amount budgeted for tax appeals	\$ 0	\$ 0	\$ 0
Refunding bonds for tax appeals	\$ 0	\$ 0	\$ 0

4. Full time Staffing Levels			
Uniformed Police - Staff Number	23	26	28
Total S&W Expenditures	\$ 1,561,823.44	\$ 1,654,807.97	\$ 1,528,710.00
Uniformed Fire - Staff Number	N/A	N/A	N/A
Total S&W Expenditures	\$	\$	\$
All Other Employees - Staff Number	42	43	25
Total S&W Expenditures	\$ 668,162.75	\$ 537,785.28	\$ 415,274.00

5. Impact of Proposed Tax Levy

			Amount
Current Year Taxable Value			\$ 178,905,801
Introduced Tax Levy			\$ 3,536,702.33
Proposed Municipal Tax Rate	1.977	Average Res. Value (#4 above)	\$ 111,241.00
Current Year Taxes on Average Residential Value (#4 above)			\$ 2,199.00
Prior Year Taxes on Average Residential Value			\$ 1,491.00
Proposed Increase in average residential taxes			\$ 708.00

VII. Application Year Budget Information

A. Year of latest revaluation/reassessment

2009

B. Proposed Budget – Appropriation Cap Information

- Item**
1. Was an appropriation cap index rate ordinance adopted last year?
If YES: % that was used
 2. Amount of appropriation cap bank available going into this year
 3. Is the Application Year budget at (appropriation) cap?
If NO, amount of remaining balance
 4. Does the Application Year anticipate use of a waiver to exceed the appropriation cap?
If YES, amount:

	Yes	No
	X	
3.5 %		
\$ 341,050.99		
		X
\$ 565,707.92		
		X
\$		

C. List the five largest item appropriation increases:

Appropriation	Prior Year Actual	Application Year Proposed	\$ Amount of Increase
Inter Local Service Agreement: Public Work Functions	\$ 271,480.00	\$542,959.00	\$271,479.00
Reserve for Uncollected Taxes	\$615,552.31	\$729,401.66	\$113,849.35
Group Health Insurance	\$983,106.00	\$1,062,612.72	\$79,506.72
PFRS	\$279,429.00	\$321,948.00	\$42,519.00
Health Insurance Waver	.00	\$7,806.00	\$7,806.00

D. List all new property tax funded full-time positions planned in the Application Year:

Department/Agency	Position	Number	Dollar Amount
Police Department	Police Officers	3	\$ 105,000.00
Police Department	Police Officer to replace officer going on retirement 4/01/11	1	\$ 35,000.00
Police Department	Public Safety Director	1	\$ 50,000.00

E. Display projected tax levies, local revenues (not grants), anticipated (gradually reduced) Transitional Aid, total salary and wages, and total other expenses projected for the three post-application years:

	Tax Levy	Local Revenues	Transitional Aid	Total S&W	Total OE
First year	*				
Second year	*				
Third year	*				

* Significant reduction in Aid cannot be realized until Riverfront Development or Police Department Consolidation.

VIII. Financial Practices

A. Expenditure controls and practices:

Question	Yes	No
1. Is an encumbrance system used for the current fund?	X	
2. Is an encumbrance system used for other funds?	X	
3. Is a general ledger maintained for the current fund?	X	
4. Is a general ledger maintained for other funds?		X
5. Are financial activities largely automated?	X	
6. Does the municipality operate the general public assistance program?		X
7. Are expenditures controlled centrally (Yes) or de-centrally by dept. (No)?	X	
8. At any point during the year are expenditures routinely frozen?	X	
9. Has the municipality adopted a cash management plan?	X	
10. Have all negative findings in the prior year's audit report been corrected?	X	
If No, list those uncorrected as an appendix.		

B. Risk Management: Indicate ("x") how each type of risk is insured.

Coverage	JIF/HIF	Self	Commercial
General liability	X		
Vehicle/Fleet liability	X		
Workers Compensation	X		
Property Coverage	X		
Public Official Liability	X		
Employment Practices Liability	X		
Environmental	X		
Health	SHBP		X

C. 1) Salary and Employee Contract Information (when more than one bargaining unit for each category, use average):

Question	Police	Fire	Other Contract	Non-Contract
Year of last salary increase	2011	N/A	Dispatchers 2009	Only Statutory 2009
Average percentage increase	2 %	%	3 %	3 %
Last contract settlement date	2011		2009	
Contract expiration date	2013		2009	

2) Explain if any of the following actions have been taken or are under consideration for the Application Year:

Action	Police	Fire	Other Contract	Non-Contract
Furloughs (describe below)				N/A
Wage Freezes (describe below)				
There has been a wage freeze in non contractual employees since 2009. In 2011 Governing Body passed a salary ordinance for State review for non contractual employees and the Police Chief. Council would like the State to take in account layoffs and service agreements that were put into place in 2010. Council realizes States decision is final				

Application Year CY 2011	Municipality: Borough of Penns Grove	County: Salem
---------------------------------	--------------------------------------	---------------

Layoffs (describe below)			
Office personnel are at minimum staffing due to layoff in CY 2010. Public Work Department has been eliminated in 2010 in conjunction with the Interlocal Service Agreement. Depending on Transitional Aid allocation, adjustment will be made with the Police Department personnel. And again looking at office personnel			

D. Tax Enforcement Practices:

Question	Yes	No
1. Does the municipality use the accelerated tax sale program?		X
2. When was the last foreclosure action taken or tax assignment sale held: Date:	2008	
3. On what dates were tax delinquency notices sent out in 2010: Date:	3/3,5/14,8/13,11/19, 12/21/10	
4. Date of last tax sale: Date:	4/07/2010	

E. Specialized Service Delivery:

If the answer to either question is "Yes," provide (as an appendix) a cost justification of maintaining the service without changes.

Service	Yes	No
Sworn police or firefighters are used to handle emergency service call-taking and dispatch (in lieu of civilians)		X
The municipality provides rear-yard solid waste collection through the budget		X

F. Other Financial Practices

1. Amount of interest on investment earned in:

Prior Year:	\$ 5,805.00	Last Year:	\$ 4,111.93	Anticipated Application Year:	\$ 3,800.00
-------------	-------------	------------	-------------	-------------------------------	-------------

2. List the instruments in which idle funds are invested:

Various Operating and Trust Checking Accounts	

3. What was the average return on investments during CY 2010?

.30 %
2010 Yard Sale Permits and Liquor Licenses

4. When was the last time fee schedules were reviewed and updated?

G. Status of Collective Negotiation (Labor) Agreements: List each labor agreement by employee group, contract expiration date, and the status of negotiations of expired contracts.

Employee Group	Expiration Date	Status of Negotiations of Expired Agreement
Penns Grove Police Association	2013	
Penns Grove Dispatchers	2010	Under Police Committee review
Penns Grove Police Chief	2011	

IX-A. List actions that limited Salary and Wage costs: i.e., layoffs, furloughs, freezes, contract concessions, etc. (See item C-3 in Local Finance Notice 2011-7 for details)

S&W Line Item	Prior Year Actual	Application Year Proposed	Explanation of Change
Police Department	1,715,000.00	1,528,710.00	Restructuring of the Police Association Contract eliminated sick time sell back, eliminates compensated absence liability sell back at retirement, reduces the starting salary for new officers to \$ 35,000.00. In hiring additional officers, overtime will be reduced by \$ 187,850.00.
Street and Road Maintenance	78,000.00	.00	Interlocal Service Agreement with Carneys Point Township
Solid Waste Collections	62,000.00	.00	Interlocal Service Agreement with Carneys Point Township

IX-C. Evaluate existing local revenues, as to whether or not the rates or collections can be increased or imposed, and if so, how changes will be implemented; i.e., recreation fees, utility fees, land use fees, construction, housing, and fire code.

Local Revenues and services provided through the General/Current Fund	Check if services is provided	Are fees charged to cover the costs of the program?	If fees do not cover costs, what is the amount of subsidy?	If there is a subsidy, explain why fees cannot be increased to reduce or eliminate subsidy.
Recreation programs	<input checked="" type="checkbox"/>	No	\$ 6,000.00	It would be council decision to eliminate the Recreation Program.
Sewer Fees	<input type="checkbox"/>			
Water Fees	<input type="checkbox"/>			
Swimming Pool	<input type="checkbox"/>			
Uniform Construction Code	<input checked="" type="checkbox"/>	Fees do not cover appropriation	S & W \$ 23,270.00 O.E. \$ 4,500.00	Construction Code Official to make recommendations on Fee increase. Collected \$ 6,443.39
Uniform Fire Code	<input type="checkbox"/>			
Land Use Fees	<input checked="" type="checkbox"/>	Fees do not cover appropriation	S & W \$ 5,465.00 O.E. \$ 9,000.00	Joint Planning and Zoning Board to make recommendations on Fee increases. Collected \$ 1,000.85
Parking Fees	<input type="checkbox"/>			
Beach Fees	<input type="checkbox"/>			
Insert other local fees below:	<input checked="" type="checkbox"/>			
Land Lord License Fee (Other Construction Code Functions)		Yes		

X. Service Delivery

List all services that the municipality contracts to another organization: i.e., shared services with another government agency, including formal and informal shared services, memberships in cooperative purchasing program, private (commercial), or non-profit organization.

Service	Name of Contracted Entity	Estimated Amount of Contract	Year Last Negotiated (as applicable)
Inter Local Service Agreement-Revenue Administration	Carneys Point Township	\$ 46,735.	2011
Inter Local Service Agreement-Public Work Functions: Includes Trash Collecting, Disposal, Storm Water Management, Recycling and Public Work Functions	Carneys Point Township	\$ 542,959.	2010
Senior Transportation	Salem County	County Grant	

Section XI – Impact of Limited or No Aid Award

Describe in complete detail the impact if aid is not granted for the current fiscal year; **this priority setting requires that the municipality will maintain a minimum level of essential services.** List the appropriate category of impact if the aid is not received. Rank each item from both lists as to the order in which elimination will take place. If across the board cuts will be made, indicate under service. **For rank order purposes, consider the two sections as one list. The cuts outlined here are one that the municipality is committing to make if they do not receive aid.**

Rank Order	Department	# of Layoffs	Effective Date	2010 Full Time Staffing	2011 Full Time Staffing	\$ Amount to be Saved
	As stated in prior application Limited or No Aid would have such a significant impact, all of the department will be affected. The Municipality will not be able to absorb the lost of Transitional Aid at this time.					

If services will be reduced, describe the service, impact and cost savings associated with it.

Rank Order	Service	Cost Savings	Impact on Services
	As stated in prior application all services will be effected		Devastating

XII. Agreement to Improve Financial Position of Municipality

If aid is granted, the municipality will be required to submit to certain reporting conditions and oversight as authorized by law and a Memorandum of Understanding will need to be signed. Please mark each box below indicating that the applicant understands, and agrees to comply with these broad reporting and oversight provisions.

	Yes	No
1. Allow the Director of Local Government Services to assign management, financial, and operational specialists to assess your municipal operations.	X	
2. Implement actions directed by the Director to address the findings of Division staff.	X	
3. Enter into a Memorandum of Understanding and comply with all its provisions, without exception.	X	

XIII. Certification of Past Compliance for Municipalities Currently Operating Under a Transitional Aid MOU:

The undersigned certify that the municipality has complied with all the conditions and requirements of 2010 MOU conditions, including, but not limited to, the following: submission of a Transition Plan, adoption of a pay to play ordinance, receipt of signed approval forms as required prior to hiring personnel and contracting with professional service vendors.

Mayor: *John G. Washington* Date: 3/10/11
 Chief Financial Officer: *[Signature]* Date: 3/10/11
 Chief Administrative Officer: _____ Date: _____

XIV. CAMPS Certification (Civil Service municipalities only)

For Civil Service municipalities, the undersigned, being knowledgeable thereof, hereby certify that the municipality has placed the names of all current civil service employees in the NJ "CAMPS" system.

Human Resources or Personnel Director: _____ Date: _____
 Chief Financial Officer: _____ Date: _____

XV. CERTIFICATION OF APPLICATION FOR TRANSITIONAL AID

The undersigned acknowledges the foregoing requirements with which the municipality must comply in order to receive aid as outlined above. In addition, included with this application is a copy (printed or electronic) of the budget documentation that supports the budget calculation that was provided to the governing body.

Mayor: *John G. Washington* Date: 3/10/11
 Chief Financial Officer: *[Signature]* Date: 3/10/11
 Chief Administrative Officer: _____ Date: _____