

GREEN ACRES PROGRAM

New Jersey Department of Environmental Protection

LOCAL GOVERNMENT STEWARDSHIP APPLICATION 2021



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.*

GREEN ACRES PROGRAM
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**NJDEP GREEN ACRES PROGRAM
LOCAL GOVERNMENT STEWARDSHIP APPLICATION**

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NJDEP GREEN ACRES PROGRAM LOCAL GOVERNMENT STEWARDSHIP APPLICATION

GENERAL INFORMATION AND GUIDELINES

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. The Green Acres Program remains committed to preserving New Jersey's natural, historic, and recreational resources statewide. We are pleased to be able to continue the tradition of partnering with municipal and county governments and nonprofit organizations to serve the people of our state.

The Preserve New Jersey Act (P.L. 2016, C 12) provides funding for stewardship activities by local governments on lands held for public recreation and conservation purposes. The Act defines stewardship as "an activity, which is beyond routine operations and maintenance, undertaken by the State, a local government or qualifying tax exempt nonprofit organization to repair or restore lands acquired for recreation and conservation purposes for the purpose of enhancing or protecting those lands for recreation and conservation purposes."

The application deadline for our next funding round is June 30, 2021. Projects will compete against each other, and successful applications will be approved by the Garden State Preservation Trust. The demand for funding continues to greatly exceed Green Acres' available funding. Successful applications are normally approved subject to an award cap, and often there is not sufficient funding to approve all eligible projects. **As a result, we will only consider funding requests from new applicants or from applicants who are making significant progress on open projects and are in compliance with Green Acres rules on their parkland.**

Stewardship funds can be used for natural resource and conservation projects but not active recreation facilities. Local governments seeking to make improvements to recreation facilities (such as ballfields) may apply for Green Acres park development funding under the Local Assistance Program. The application for those projects, also due on June 30, 2021, is available on our website at www.nj.gov/dep/greenacres. A local government can submit one application for Stewardship funding and, if desired, an application under the regular Green Acres Local Assistance Program for land acquisition or park development funding. Green Acres staff is available to discuss the various funding programs/options.

Stewardship awards will be in the form of a 50% matching grant, or a 75% matching grant for a project in an Urban Aid municipality. Minimum funding awards will be \$50,000; therefore, only projects with more than \$100,000 in eligible costs will be considered. Applications can include proposed stewardship activities on up to 3 properties.

Over the years, Green Acres has adapted to meet changing conservation and recreation priorities. We encourage applicants to consider projects that will address these important issues:

Environmental Justice: Central to our mission is making New Jersey stronger and fairer for all residents, regardless of race, ethnicity, color, national origin, or income. With the passage of Executive Order 23 on April 20, 2018, Governor Murphy directed the Department of Environmental Protection to integrate environmental justice considerations into our decision-making. We will prioritize projects that promote environmental equity, either directly or as a co-benefit, by reducing or eliminating disproportionate environmental and public health stressors or creating environmental and public health benefits in Overburdened Communities. For more information, please see www.nj.gov/dep/ej/docs/furthering-the-promise.pdf. For a list of Overburdened Communities, please see www.nj.gov/dep/ej/communities.html

Climate Resilience: On January 27, 2020, Governor Murphy signed Executive Order No. 100, directing the DEP to make sweeping regulatory reforms, collectively known as Protecting Against Climate Threats (PACT), to adapt to climate change. This includes incorporating climate change considerations into our grant programs. Green Acres will prioritize projects that contribute to resilience or mitigate climate change impacts, such as by preserving forested and flood-prone areas, enhancing chronically inundated wetlands, revegetating riparian areas, connecting wildlife

corridors, expanding upstream flood attenuation potential, promoting wildlife, and including green infrastructure into your park designs. We invite you to learn more about DEP's Climate Change Efforts by visiting <https://www.nj.gov/dep/njpact/>

PROJECT ELIGIBILITY

Meaningful public access must be provided to every project funded under this program. Funding is available for stewardship projects such as, but not limited to:

- Landscape restoration, including historic landscapes;
- Invasive species removal/control;
- Wildlife habitat restoration/enhancement;
- Freshwater/tidal wetlands restoration/enhancement;
- Dam removal as an element of a river/waterway restoration project (approved by NJDEP's Dam Safety Program);
- Forest/woodland restoration/enhancement;
- Stream corridor restoration/enhancement;
- Rain garden;
- Shoreline restoration/enhancement;
- Trails, boardwalks, bird blinds, lighting, and interpretive signage; or
- Facilities that provide or enhance public environmental education.

The preparation of stewardship plans will not be considered for this limited funding.

ELIGIBLE COSTS

Costs eligible for funding include the cost of plants, soil, and related materials, boardwalk/trails materials, interpretive signage, invasive species removal, fencing, etc. The cost to demolish buildings on a site is eligible for reimbursement as part of a broader project. Professional services (e.g., design, engineering, and supervision) up to 13% of the cost of the project (construction), and preliminary assessment costs associated with the project site are eligible. Other incidental costs, individually itemized, associated with the implementation of the stewardship project, including legal, engineering, financial, geological, hydrological, inspection, and other professional services are eligible for reimbursement up to an established cap.

Administrative and operating costs and salaries and/or wages of any employee of the local government are not eligible for funding, nor is remediation work done to address any areas of concern that are identified in the required preliminary assessment (described below) or by other means.

PLANNING CONSIDERATIONS

As you consider potential projects for Green Acres funding, please keep in mind that all proposals must demonstrate the following: consistency with established needs and planning objectives in local and state planning documents, such as the municipal/county Master Plan, New Jersey's 2018-2022 [Statewide Comprehensive Outdoor Recreation Plan](#); an ability and commitment to maintain the proposed stewardship project; and public input in the project planning process. Successful applications will reflect comprehensive environmental protection, effectively meet the public's open space and recreation needs, demonstrate cost effectiveness, provide meaningful public access, consider climate change/resilience, and meet environmental justice goals.

To ensure that proposals selected for Green Acres funding are those that best represent established open space/recreation priorities, we encourage you to discuss your proposal with land-use planning officials, recreation staff, environmental commissions, and other appropriate interest groups.

Local government units should carefully analyze site suitability early in the stewardship project planning process and prior to submitting applications to Green Acres. Site attributes, such as wetlands, dunes, endangered species, mature forested areas, or other significant natural resources, may define, limit or, in some instances, render your project

infeasible. Applicants are urged to seek assistance from DEP or other regulatory/permitting sources to ascertain whether special approvals and permits may be required. Early awareness of possible site limitations can minimize delays. Permit identification is required as part of all Green Acres stewardship applications.

Each local government unit should review and consider the applicable Landscape Project maps and reports, developed by the NJDEP's Division of Fish and Wildlife, during the formulation of its Green Acres stewardship application. Information about the Landscape Project can be found at www.nj.gov/dep/fgw/ensp/landscape.

HISTORIC PROPERTIES

Projects that involve a historic property shall meet the Secretary of the Interior's Standards for the Treatment of Historic Properties (found [here](#)). 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 (found [here](#)).

SPECIAL PLANNING AREAS REVIEW

For projects located in the Highlands, the Meadowlands, or the Pinelands, the nonprofit must meet with the Highlands Council, Meadowlands Commission, or Pinelands Commission staff, as applicable, to discuss the proposed project prior to applying to Green Acres. Green Acres requires a letter stating that such pre-application conference was held, accompanied by a copy of the Commission's/Council's comments on the proposed stewardship project, if any.

NJ MAP / CONSERVATION BLUEPRINT

The New Jersey Conservation Blueprint is an interactive map-based system that provides access to data for land preservation planning in New Jersey. The Blueprint provides a wide array of map data on natural resources that is essential for open space and recreation planning. Visit the New Jersey Conservation Blueprint at www.NJMAP2.com for more information.

PROJECT RANKING

Applications for Green Acres funding are subject to a competitive ranking system. The Stewardship Project Priority System measures the extent to which each proposal addresses specific local stewardship needs, the degree of public input and support during the planning process, consistency of the proposal with existing state and local planning objectives, and project quality. The narrative portion of the Green Acres application is critical to the project ranking process. Therefore, it is important for the narrative to clearly address, *in order*, each factor listed in the Priority System.

APPLICATION REQUIREMENTS

PUBLIC REVIEW AND COMMENT

All applicants must advertise and hold a public hearing for the purpose of discussing the proposed project *before* submitting an application to Green Acres. Green Acres regulations set out the following public hearing application requirements:

- The applicant must publish a notice of the public hearing on its website and in the official newspaper of the municipality in which the proposed project is located, and, if the local government is a county, also in a newspaper of general interest and circulation.
- The hearing must be advertised as a display ad.
- The hearing advertisement(s) must be published at least 15 days before the hearing.
- The advertisement(s) must specifically mention the proposed Green Acres application.
- The public hearing must be held in the evening.
- The public hearing must be conducted/attended by the elected governing body of the local government. Due to the restrictions necessitated by COVID-19, remote public meeting guidelines may be followed. (See www.nj.gov/dca/divisions/dlgs/lfns/20/2020-21.pdf for more information.)

Failure to conform with these requirements regarding the pre-application public hearing may disqualify an application.

In addition, in order to increase transparency, Green Acres will post on its website, information on every application we receive. While we will direct the public to provide their input to the applicant, we will ask applicants to address any substantive comments that are brought to our attention during our review period.

MATCHING SHARE

Stewardship awards will be in the form of 50% matching grants or, for projects in Urban Aid municipalities, 75% matching grants. The local government may use as its matching share its own funds or grants, contributions, donations, or reimbursements from State or Federal programs or from other public or private sources, except for the following:

- Any funding provided from or through Green Acres; or
- 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.

PROJECT SCHEDULE

There are many things that must be done to successfully complete a stewardship project. It is important to adequately plan for each project so that it is completed in a reasonable amount of time. Once approved, Green Acres establishes a **two-year** project period, during which time the local government unit must meet all procedural requirements, complete the stewardship 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 you in project planning and to allow Green Acres to evaluate your proposal. Please talk to your Green Acres contact if you do not believe that you can complete the project for which you are applying within that two-year project period. Approved projects that are not making significant progress or cannot be completed by the end of the project period will be cancelled.

PRELIMINARY SITE ASSESSMENT

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 of the adverse effects resulting from such sites in close proximity to the proposed project site. This is intended to minimize public liability for site cleanup costs and allows the state and local unit to be reasonably assured that lands improved with public funds can be used for recreation or conservation purposes without risk to public health.

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

Green Acres encourages municipalities and counties to reclaim and restore former brownfields sites and transform them into public spaces, such as recreational and natural areas. The NJDEP's Office of Brownfields Reuse has experienced NJDEP case managers who can oversee remediation and revitalization efforts in your community. If you believe your project site qualifies as a brownfield, please discuss this with your Green Acres representative.

YOUR POST-PROJECT RESPONSIBILITIES

Prospective applicants are urged to familiarize themselves with the Green Acres Program rules (N.J.A.C. 7:36, found at www.nj.gov/dep/greenacres/regs.pdf). The rules are designed to advance Green Acres' goals of expanding New Jersey's open space resources and increasing public outdoor recreation opportunities, giving attention to natural resource preservation. Acceptance of Green Acres funds obligates the local government unit to adhere to the program's requirements, both during the funding process and after a project is complete.

Most notably, Green Acres rules state that a local government unit that receives Green Acres funding cannot convey, dispose of, or divert to a use other than recreation and conservation purposes any lands already held by the

local government unit for those purposes at the time of receipt of Green Acres funding. The local government unit 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 unit and the State, and will be recorded by the local government unit after it receives a disbursement of Green Acres funding.

Prior to accepting our funding, local governments should familiarize themselves with the requirements for maintenance and operation of Green Acres encumbered parkland at N.J.A.C. 7:36-25, including:

1. Sites funded by Green Acres must be open to the public without discrimination or exclusion based on residency.
2. Scheduling the use of facilities at directly funded sites is allowable, provided that such programmed uses are not exclusive or discriminatory and that adequate provisions are made for daily or non-scheduled use.
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 Green Acres to ensure they are equitable. All revenues derived from use or operation of directly funded sites must be employed for the operation, maintenance, or capital expenses of either that facility or the local government's park and recreation system as a whole.
4. Restoration projects require a minimum of two years for monitoring the project site to help ensure success of the project.
5. Compliance inspections of funded parkland are conducted by Green Acres every three years. If noncompliance is identified and not corrected in a timely fashion, Green Acres may suspend payments on active projects and the nonprofit will not be eligible for future Green Acres funding. Additional information about your post-funding responsibilities can be found at <https://nj.gov/dep/greenacres/pdf/Inspection-of-funded-parklands.pdf>.

LOCAL GOVERNMENT STEWARDSHIP APPLICATION FORM

APPLICATION MATERIALS SHOULD BE SUBMITTED ON PAPER (ONE COPY) AND ELECTRONICALLY.
(INDIVIDUAL EMAIL CANNOT EXCEED 25 MB.)

Complete and submit with all required attachments **by June 30, 2021** to:

GreenAcresApplications@dep.nj.gov and

NJDEP Green Acres Program

Mail Code 501-01

P.O. Box 420

Trenton, NJ 08625-0420

Contact: (609) 984-0500

For G.A. Use Only

Date Rec'd: _____

Application No. _____

PROJECT INFORMATION

Project Title _____

Location of site _____

Municipality(ies) _____ County _____

Street(s) _____

Block(s) and Lot(s) (attach additional pages, if necessary) _____

Size of project: _____ acres (Please provide breakdown by property if application covers multiple properties; limit is 3 sites.)

Is land owned by _____ or leased to* _____ Local Unit?

(*Minimum 25-year lease must be provided upon project approval. Letter from landowner agreeing to do so must be submitted with application. Lease is subject to Green Acres' approval.)

State Legislative District (of project site) _____ Congressional District (of project site) _____

Total Estimated Cost of Stewardship Project:

Construction	\$ _____
Professional services (up to 13% of const.)	\$ _____
Preliminary site assessment	\$ _____
Other costs (attach itemized list)	\$ _____
Demolition*	\$ _____
Total project cost	\$ _____
Total request this round	\$ _____

* Demolition and incidental costs will be limited to established caps.

Profile of municipality and county in which project is located, per most recent census:

Municipality: Area _____ (in sq. mi.) Population _____ Pop. per square mile: _____
County: Area _____ (in sq. mi.) Population _____ Pop. per square mile: _____

Estimated yearly operating/maintenance expenses after project completion \$ _____

Are there current/ have there been previous loans/grants related to this property/project?
_____ Yes _____ No If yes, explain: _____

Is the property listed on the New Jersey Register of Historic Places? _____ Yes _____ No
(If yes, additional coordination with the NJDEP's Office of Historic Preservation will be required, depending on the potential impact to the listed property. Please see www.nj.gov/dep/hpo/2protection/njrreview.htm for more details.)

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, explain: _____

Project description (Please describe, *in detail*, the scope of project, existing land use, physical characteristics, short- and long-term plans for site, etc. *This description will enable us to determine if your proposed project is eligible for funding.* Attach additional sheets, if necessary.)

Describe the proposed source(s) of the local unit's matching fund: _____

APPLICANT INFORMATION

Project Sponsor:
Name of Local Unit _____
Address _____
City _____ State _____ Zip Code _____
Chief Executive Officer _____ **Telephone ()** _____

Applicant's federal identification number as assigned by IRS: _____

Person having day-to-day responsibility for this application:

Name _____ Title _____

Address _____

Telephone () _____ extension _____ Fax Number () _____

E-mail address: _____

Signature: _____ Date: _____

I, _____ (name of authorized official), 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
as per attached Governing Body Resolution**

STEWARDSHIP APPLICATION ATTACHMENTS CHECKLIST

**APPLICATION MATERIALS SHOULD BE SUBMITTED ON PAPER (ONE COPY) AND ELECTRONICALLY.
(INDIVIDUAL EMAIL CANNOT EXCEED 25 MB.)**

NOTE: This checklist should be returned with your completed application. If any items are not applicable, please indicate with 'N/A' next to that item.

1. _____ Application Form: Are all questions answered? Is form signed?
2. _____ Governing Body Resolution (The enclosed form must be used.)
3. _____ Units and quantities cost estimate, prepared and signed by a licensed professional
4. _____ Project schedule. Please see attached *Things To Be Done* list and state when you anticipate addressing/completing each item.
5. _____ Recreation & Open Space Inventory (ROSI) submissions:
 - _____ a. ROSI form (Link found on Page 16.)
 - _____ b. Official map of local unit, keyed to ROSI
 - _____ c. Current tax maps that show each parcel of parkland listed on local unit's ROSI. Each such parcel must be clearly outlined in distinctively colored ink. (**If these maps were previously submitted and remain unchanged, please contact your Green Acres representative regarding a waiver.)
6. _____ Narrative description of proposal (Must address, *in order*, each applicable factor contained in the enclosed Local Stewardship Project Priority System.)
7. _____ Site specific mapping:
 - _____ a. Site location on legible street map
 - _____ b. Tax map outlining boundaries of project site
8. _____ Environmental Site Assessment (instructions enclosed)
9. _____ Conceptual Site Plan. Plans should be prepared by a licensed professional and should clearly identify all site features and existing facilities/improvements, and any areas of proposed work (including tree clearing.)
10. _____ Copy of irrevocable property lease or use agreement for project site (if applicable). Lease must be approved by Green Acres and term must be 25 years from anticipated date of project commencement to ensure term of public access.
11. _____ Proof of publication for the public hearing advertisement (Green Acres application must be mentioned in the advertisement.)
12. _____ Minutes from hearing
13. _____ Digital photographs of the site
14. _____ Letters of support (see Priority System Factor #2)
15. _____ Letters from municipal **and** county planning boards describing how project is specifically consistent with appropriate Master Plan (see Priority System Factor #2).
16. _____ List of all applicable permits that may be required for the project. Applicants with projects requiring permits, grants, or other approvals must contact all applicable permitting agencies to secure permit information and application materials prior to the submission of a Green Acres application. Evidence of having met this requirement must be provided with the application. Technical assistance from Green Acres is available upon request.
17. _____ Letter verifying pre-application conference with the Highlands Council, Meadowlands Commission, or Pinelands Commission, if applicable, including the Council/Commission's comments on the proposed project.
18. _____ Breakdown of annual operating/maintenance expenses after stewardship project is completed

Schedule of Things to Be Done

The project period will be **two years**. In estimating a project schedule, please assume a hypothetical January 1, 2022 project commencement date. If approved, project schedule will be based on this schedule, from actual start date. Regular updates will be required to ensure continuous progress.

Milestone:

Approximate Date:

- | | |
|--|-------|
| 1. Obtain and submit Preliminary Assessment Report
(Resolution of any Areas of Concern should occur concurrent with subsequent development steps, unless not feasible.) | _____ |
| 2. Finish project design | _____ |
| 3. Submit permit applications to appropriate agencies | _____ |
| 4. Finalize bid package/submit to GA for pre-bid approval | _____ |
| 5. Advertise for bids
(or get quotes, as appropriate, per the Local Public Contracts Law) | _____ |
| 6. Award project contract | _____ |
| 7. Begin project work | _____ |
| 8. Complete project | _____ |
| 9. Submit for final payment | _____ |

Comments: _____

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Green Acres Enabling Resolution

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), provides loans and/or grants 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 \$ _____ from the State to fund the following project(s): (*describe the project*) _____ at a cost of _____ (*project cost*);

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; and

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, BE IT FURTHER RESOLVED BY THE _____ (*name of legal body or board*)

- 1. That the _____ (*title of authorized official*) of the above named body or board is hereby authorized to execute an agreement and any amendment thereto with the State known as _____ (*project name*);
- 2. That the applicant has its matching share of the project, if a match is required, in the amount of \$ _____;
- 3. That, 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;
- 4. That the applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and
- 5. That 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 _____, _____.

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

(*name and title of Secretary or equivalent*)

PROJECT PRIORITY SYSTEM STEWARDSHIP PROJECTS

This Priority System is used to evaluate the relative merits of proposed stewardship projects and its conservation and recreation features. 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 NARRATIVE FORM.

FACTOR #1 NATURAL RESOURCE PROTECTION Up to 3 pts. each
This factor is used to determine to what extent a proposed project meets key conservation and environmental protection goals. Please support answer.

- a) Enhances or restores a critical site identified in the State Plan, New Jersey Meadowlands Master Plan, Pinelands Comprehensive Management Plan, or Highlands Regional Master Plan, as applicable, and or another unique natural areas or land types (for example, steep slopes, dunes, , scenic overlooks, wetlands, forest lands);
- b) Provides link between existing public recreation/open space areas;
- c) Supports a regional open space and/or conservation initiatives such as, shore protection or the preservation of landscape ecology, biodiversity, wildlife corridors and/or greenways;
- d) Protects, enhances, or restores documented endangered and/or threatened species habitat;
- e) Facilitates water resource protection efforts;
- f) Provides significant natural flood protection;
- g) Site is a physical or visual buffer between a significant natural resource and development, or provide visual or physical access to the water;
- h) Protects, restores, or enhances headwaters, tributaries, or corridors of any waterbodies classified as "Category One Waters," pursuant to N.J.A.C. 7:9B, and associated special water resource protection areas established pursuant to N.J.A.C. 7:8, as well as other streams or rivers; and
- i) Enhances or restores a historic property/landscape.

FACTOR #2 PUBLIC PARTICIPATION/SUPPORT/PLANNING
This factor evaluates public involvement and support in the planning process beyond the minimum requirement of a public hearing.

- a) **Support** Up to 5 pts.
Public support for a project is encouraged and should be demonstrated through letters from the municipal and county planning boards, park agencies, recreation departments, environmental commissions, user groups, and the general public.
- b) **Planning** Up to 5 pts.
Applicants should:
 - demonstrate consistency with the New Jersey State Development and Redevelopment Plan (State Plan), the New Jersey Meadowlands Master Plan, the Pinelands Comprehensive Management Plan, the Highlands Regional Master Plan, as appropriate; the [New Jersey Statewide Comprehensive Outdoor Recreation Plan](#); and with local and county land use plans, especially open space/recreation elements as demonstrated in excerpts from or specific references to such plans in the project application.

- describe how the project promotes the goals and principals outlined in the [Furthering the Promise](#) environmental justice report and/or contributes to resilience or mitigation of climate change impacts.
- discuss how the proposed project is supported by local/regional open space/recreation planning

FACTOR #3 PROJECT QUALITY

This factor evaluates project elements and features.

- a) **Accessibility** 1 pt. each
 The site location:
 1. Is close to population centers;
 2. Is accessible by public transportation;
 3. Is accessible by walking and bicycling; or
 4. Creates public access where none exists or where existing access is undeveloped or restricted.
- b) **Site Suitability** Up to 2 pts. each
 The site:
 1. Is suitable for water dependent recreation activities or facilities;
 2. Provides environmental and/or historic interpretive opportunities; or
 3. Improves management of conservation lands.
- c) **Water Access** Up to 6 pts. (see table 1)
 This subfactor evaluates the extent to which a project improves needed visual and/or physical public access to water.
- d) **Project Quality** Up to 2 pts. each
 The proposed project:
 1. Includes multiple recreation and conservation purposes;
 2. Uses effective landscaping with native species;
 3. Provides opportunities for passive recreation;
 4. Includes significant plantings of native tree species;
 5. Removes impervious surfaces; or
 6. Creates a conservation/recreation area with public access in an [Overburdened Community](#) where one does not already exist.
- e) **Cost Effectiveness** Up to 2 pts. each
 This subfactor evaluates the quality of conservation opportunities provided by a project in comparison to the anticipated cost. Considerations include:
 1. Partnerships or donation of labor, equipment, or materials;
 2. Cost of future operation and maintenance;
 3. The anticipated life of the proposed project relative to the capital investment; or
 4. Whether other public or private funds have been obtained for this project.

FACTOR #4 PROJECT PRIORITIES

1 pt. each

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

- a) Private investment, ecotourism, or heritage tourism potential, or public/private sector venture;
- b) Waterfront enhancement;
- c) Trails or greenways;
- d) Historic or archeological resource enhancement or preservation;
- e) Wildlife habitat protection, restoration, or enhancement;

- f) Provides passive recreation opportunities;
- g) Enhancement of a site previously funded by Green Acres;
- h) Private donation of land, equipment, labor, or cash, etc.;
- i) Design and construction that utilizes clean and renewable energy and maximizes energy efficiency;
- j) Reclamation of a former brownfields site;
- k) A project site located in a census block group identified as an Overburdened Community;
- l) Preserves a threatened historic property;
- m) A project that contributes to resilience or mitigation of climate change impacts.

FACTOR #5 FACILITY DESIGN SENSITIVITY AND SITE SUITABILITY Up to 2 pts. each

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;
2. Locating proposed facilities where topography and soil conditions are suitable, to minimize grading, excavation, fill, and drainage of a site;
3. 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; and
4. 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.)

FACTOR #6 FIRST TIME APPLICANT 5 pts.
Applies to a project sponsored by a municipality that previously has **not** received Green Acres funding.

**TABLE 1
PUBLIC ACCESS TO WATER
Need for Access**

<u>Water Body Type</u>	<u>HIGH</u>	<u>MEDIUM</u>	<u>LOW</u>
Ocean	6	5	4
Bay			
River			
Large Lake	5	4	3
Stream			
Lake	4	3	2
Small Stream			
Pond	3	2	1

ENVIRONMENTAL IMPACT ASSESSMENT INSTRUCTIONS

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 Division of Fish and Wildlife, during the preparation of the environmental assessment. Information about the Landscape Project can be found at www.nj.gov/dep/fgw/ensp/landscape/index.htm or by emailing the Division at www.nj.gov/dep/fgw/contactform.htm.

OUTLINE:

1. DESCRIPTION OF THE PROPOSED ACTION

- a. Briefly describe the project
- b. State objectives of / need for project
- c. Fully describe multi-phase projects

2. DESCRIPTION OF THE ENVIRONMENT

Describe existing environmental features:

- a. vegetation
- b. wildlife
- c. geology, topography, and soils
- d. water resources/hydrology
- e. historic/archeological resources
- f. transportation/access to site
- g. adjacent land uses/description of the surrounding

3. ENVIRONMENTAL IMPACT ANALYSIS OF PROPOSED ACTION

Impacts are defined as direct or indirect changes in 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. area to be restored, cubic yards of soil, 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 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 a brief status
- f. 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 (i.e., freshwater wetlands)

5. MITIGATING MEASURES

Describe the measures that will be undertaken to mitigate any adverse impacts

6. MONITORING, EVALUATION AND LONG-TERM MAINTENANCE (FOR RESTORATION/ENHANCEMENT PROJECTS)

- a. Identify specific and measurable on-the-ground outcomes; and
- b. The applicant must monitor the project site for a minimum of two years to ensure project viability and success. For example, if the project includes tree planting, the applicant must be able to replace any lost trees or take other measures to achieve the desired outcome. Briefly describe the applicant's monitoring plan, including long-term maintenance of the project site.

**URBAN AID MUNICIPALITIES LIST
FY 2021**

<u>Municipality</u>	<u>County</u>	<u>Municipality</u>	<u>County</u>
Asbury Park City*	Monmouth	Mount Holly Township*	Burlington
Atlantic City	Atlantic	Neptune City Borough*	Monmouth
Bayonne City	Hudson	Neptune Township*	Monmouth
Belleville Township	Essex	New Brunswick City*	Middlesex
Bergenfield Borough	Bergen	Newark City	Essex
Bloomfield Township	Essex	North Bergen Township	Hudson
Brick Township*	Ocean	Nutley Township	Essex
Bridgeton City*	Cumberland	Old Bridge Township*	Middlesex
Camden City	Camden	Orange City	Essex
Carteret Borough*	Middlesex	Passaic City	Passaic
Cliffside Park Borough	Bergen	Paterson City	Passaic
Clifton City	Passaic	Pemberton Township*	Burlington
East Orange City	Essex	Penns Grove Borough*	Salem
Elizabeth City	Union	Pennsauken Township*	Camden
Garfield City	Bergen	Perth Amboy City	Middlesex
Glassboro Borough*	Gloucester	Phillipsburg Town*	Warren
Gloucester City*	Camden	Plainfield City	Union
Gloucester Township*	Camden	Pleasantville City*	Atlantic
Hackensack City	Bergen	Rahway City	Union
Harrison Town	Hudson	Roselle Borough	Union
Hillside Township	Union	Salem City*	Salem
Hoboken City*	Hudson	Trenton City	Mercer
Irvington Township	Essex	Union City	Hudson
Jersey City	Hudson	Vineland City*	Cumberland
Kearny Town*	Hudson	Weehawken Township*	Hudson
Lakewood Township*	Ocean	West New York Town	Hudson
Lindenwold Borough*	Camden	Willingboro Township*	Burlington
Lodi Borough	Bergen	Winslow Township*	Camden
Long Branch City*	Monmouth	Woodbridge Township*	Middlesex
Millville City*	Cumberland	Woodbury City*	Gloucester
Monroe Township*	Gloucester		
Montclair Township*	Essex		

*Meet criteria by budget language

Application Support

Feel free to reach out to the assigned project manager with your application questions. Due to remote working, email outreach is recommended. You may email your representative directly via the links below or ask general questions through UrbanParksApplications@dep.nj.gov or (609) 984-0570.

County	Contact for acquisition projects (entire county, unless noted)	Contact for park development projects (entire county, unless noted)
Atlantic	Kathleen Croes Bruce Bechtloff (Atlantic City)	Bruce Bechtloff
Bergen	Amy Sumoski	Cecile Murphy
Burlington	Jessy Muttathil	Cecile Murphy
Camden	Jessy Muttathil Cecile Murphy (Camden City)	Cecile Murphy
Cape May	Courtney Wald-Wittkop	Bruce Bechtloff
Cumberland	Courtney Wald-Wittkop	Bruce Bechtloff
Essex	Kelly Christopher Amy Sumoski (Newark)	Kelly Christopher Amy Sumoski (Newark)
Gloucester	Kathleen Croes	Bruce Bechtloff
Hudson	Phillip Collins	Phillip Collins
Hunterdon	Kerry Owen	Kelly Christopher
Mercer	Renée Jones Phillip Collins (Trenton)	Phillip Collins
Middlesex	Renée Jones Cecile Murphy (Carteret, New Brunswick, Perth Amboy)	Cecile Murphy
Monmouth	Kathy Minniear Cecile Murphy (Asbury Park, Long Branch)	Cecile Murphy
Morris	Jamie Carpenter	Kelly Christopher
Ocean	Kathleen Croes	Bruce Bechtloff
Passaic	Amy Sumoski Kelly Christopher (Clifton City) Cecile Murphy (Passaic City)	Kelly Christopher Amy Sumoski (Paterson City) Cecile Murphy (Passaic City)
Salem	Jessy Muttathil	Bruce Bechtloff
Somerset	Kimberly Testa	Kelly Christopher
Sussex	Jamie Carpenter	Kelly Christopher
Union	Bruce Bechtloff	Bruce Bechtloff
Warren	Kimberly Testa	Kelly Christopher

RECREATION AND OPEN SPACE INVENTORY

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 Recreation and Open Space Inventory (ROSI) is a document compiled by a local government as a master list of those funded and unfunded properties. For purposes of the ROSI, these lands include leasehold interests in parkland and conservation restrictions held by a local government.

The local government is required to submit a ROSI as part of its Green Acres funding application. The ROSI will be reviewed by the Green Acres Project Manager. If the local government has previously received Green Acres funding, the ROSI will be compared against the prior ROSI(s) to make sure there are no errors or omissions. The Project Manager may also have questions about the ROSI based on other available information (tax records, local planning documents, etc.)

If the application is approved, the final version of the ROSI will become part of the Project Agreement between the local government and the State. In addition, a Declaration of Encumbrance, including the ROSI, will be recorded by the local government with the County Clerk/Registrar after it receives its first disbursement of Green Acres funding. The recording of the Declaration of Encumbrance is intended to provide notice of the Green Acres restrictions on the ROSI lands to title searchers and the general public.

It is extremely important that applicants take the time to produce an accurate ROSI as part of the Green Acres funding application. While our Project Managers will review the draft ROSI, and may have questions or suggestions, the ROSI is an official document of the local government that must be approved by your governing body and signed by two qualified local officials. The submission of an incomplete or inaccurate ROSI can delay the approval of your funding application and/or your receipt of Green Acres funding.

The listing of a property on a ROSI is intended to impose a perpetual restriction on the listed properties. Once a property is listed on the ROSI, we can only agree to remove it in the future if you apply for a ROSI amendment, conduct a public hearing and prove that the listing was a “bona fide” error.

The ROSI template is now an Excel Macro Enabled Workbook that may be downloaded from the Green Acres website at <http://www.state.nj.us/dep/greenacres/xls/DeclarationOfEncumbrance.xltm> All pages are set to print in landscape on legal size paper except the Certification page.

Legislative References

N.J.S.A. 13:8A-1 et seq.; N.J.S.A. 13:8A-19 et seq.; N.J.S.A. 8:A-35 et seq., N.J.S.A. 13:8C-1 et seq.; Green Acres Rules: N.J.A.C. 7:36; Federal Land and Water Conservation Fund Act, 16 U.S.C. s. 460; and New Jersey Conservation Restriction and Historic Preservation Restriction Act N.J.S.A. 13:8B-1 et seq.