

SUSTAINABLE JERSEY GRANTS PROGRAM



FUNDED BY:



PSEG

FOUNDATION

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

Sustainable Jersey for Schools

To achieve a brighter future, one school at a time.



- Empowers public schools to build a better world for future generations with the tools, training, and financial incentives necessary to pursue critical sustainability initiatives
 - Free, voluntary sustainability certification program
 - Subject-specific guidance for over 100 sustainability topics
 - Technical Assistance programs
 - Annual Grants Program



ACTIONS FOR SCHOOLS

To become Sustainable Jersey for Schools certified, schools and districts must complete and document actions from this list. Certification is awarded to schools and is good for three years.

BRONZE Mandatory **Green Team**
2 out of 13 PRIORITY ACTIONS
150 points across 6 of 22 categories

SILVER Mandatory **Green Team**
3 out of 13 PRIORITY ACTIONS
350 points across 8 of 22 categories







★ Bronze or Silver certified schools can earn Digital Schools Star Recognition

Action	Points
BOARD LEADERSHIP & PLANNING	
District Sustainability Policy 📋	🏠 10
Professional Development for Sustainability 📋	5 to 20
Green Enhancement of District Strategic Plans	🏠 10
Strategic Plan Implementation of Green Initiatives	🏠 10
School Community Asset Mapping 📍	10
School District Foundation	10
CLIMATE MITIGATION & RENEWABLE ENERGY	
School Carbon Footprint 📋	10
Buy Renewable Energy	10
Onsite Renewable Generation System - Geothermal 🏠	10
Onsite Renewable Generation System - Solar 🏠	5 to 45
DIGITAL LEARNING LEADERSHIP	
District Commitment to Digital Learning 📋	🏠 🏠 10 to 15
Equitable Access to Digital Learning 📋	🏠 🏠 10 to 15
Community Engagement 🏠	10
DIGITAL LEARNING PRACTICES	
Digital Citizenship 📋	🏠 🏠 10
Digital Innovative Classroom # 1	🏠 🏠 10 to 15
Digital Innovative Classroom # 2	🏠 🏠 10 to 15
Authentic Application of Digital Learning Tools & Content	🏠 🏠 10 to 15
Personalized Learning & Growing Independent Learners	🏠 🏠 15
Professional Growth & Collaboration	🏠 🏠 15
DIGITAL TECHNOLOGY ACCESS	
Data Safety & Security Policy	🏠 🏠 10
Digital Device Life Cycle Management	🏠 🏠 10
Infrastructure	🏠 🏠 10
Support for Digital Teaching & Learning	🏠 🏠 20

DIVERSITY & EQUITY	
Accessible Communications	10
Breakfast After The Bell	20
Diversity on District Task Forces & Committees 🏠	10
ENERGY EFFICIENCY	
Energy Efficiency for School Facilities 📋	5 to 50
Behavior-Based Energy Conservation Programs 🏠	10
Energy Tracking & Management	10 to 20
FOOD & NUTRITION	
Healthy Food Choices Beyond the Cafeteria	10
Promote Locally Grown Foods	10
School Gardens 🏠	10 to 30
GREEN CLEANING	
Green Cleaning Policy & Plan	10
Green Cleaning Equipment	10
Green Cleaning Supplies	10
Green Cleaning Training & Education Programs	10
GREEN DESIGN	
Green Building Policy 📋	🏠 10
Design, Build or Certify New Construction & Major Renovations to Green Standards	🏠 10 to 50
Green Building Training	10
GREEN PURCHASING	
Green Purchasing Policy 📋	🏠 10
Recycled Paper Purchase	10
Sustainable Fleets	🏠 5 to 15
HEALTHY SCHOOL ENVIRONMENTS	
Access to Healthy Water in Schools	🏠 20
Anti-Idling Education & Enforcement 📍	10
Classroom Chemical Purchase, Storage & Disposal Policy	15
Classroom Cleanup Protocol & Practices	10
Integrated Pest Management - Education & Organic Lawn Care	🏠 10
Outdoor Air Quality Awareness Program	10
Radon Testing, Education and Mitigation	🏠 10 to 20
INNOVATION PROJECTS	
Innovative Project #1 📍	10
Innovative Project #2 📍	10

INTEGRATED SCIENCE, TECHNOLOGY, ENGINEERING, ARTS & MATH (ISTEAM)	
ISTEAM Planning & Implementation	15
ISTEAM Strategic Plan Indicators/ISTEAM Policy	🏠 10
ISTEAM Collaborative Units of Study	🏠 10 to 50
ISTEAM Professional Development Plan	5 to 20
LEARNING ENVIRONMENT	
All Arts Disciplines Offered	🏠 10
Curriculum Mapping	15 to 30
Outdoor Classroom 🏠	10
Student Participation in the Arts	🏠 10
SCHOOL CULTURE & CLIMATE	
Inclusive Environment Where All Can Thrive 🏠	10
School Culture & Climate Needs Assessment	🏠 20
Social Emotional Learning Integrated Unit	🏠 10
SCHOOL GROUNDS	
Biodiversity Audit & Management Plan	🏠 10
Biodiversity Project	🏠 10
Green Infrastructure Assessment & Plan	🏠 10
Green Infrastructure Installation	🏠 10
STUDENT & COMMUNITY OUTREACH	
Green Team 📍	10 to 15
Community Education & Outreach 📋	🏠 🏠 10
Civic & Stewardship Volunteer Initiatives	🏠 🏠 10
Enrichment Programs through Partnership	🏠 10
Green Challenges	🏠 🏠 10
Green Fair	🏠 🏠 10
Green Your Green Fair or School Event	🏠 🏠 10
STUDENT LEARNING 📋 (One approved action in this category counts toward priority requirements)	
Education for Sustainability Integrated Unit	🏠 10 to 50
Education for Sustainability, Pre K-5	🏠 5 to 25
Education for Sustainability, Grades 4-12 Arts	🏠 5
Education for Sustainability Grades 4-12 Career and Technical Education	🏠 5
Education for Sustainability Grades 4-12 English Language Arts	🏠 5
Education for Sustainability Grades 4-12 Health	🏠 5
Education for Sustainability Grades 4-12 Math	🏠 5
Education for Sustainability Grades 4-12 Science	🏠 5
Education for Sustainability Grades 4-12 Social Studies	🏠 5
Education for Sustainability Grades 4-12 Technology	🏠 5

STUDENT & STAFF WELLNESS	
School Wellness Council 📋	🏠 20
Policies to Promote Physical Activity	🏠 10
Programs to Promote Physical Activity	🏠 10
Staff Wellness Program	10
STUDENT SAFETY	
Safe Routes to School District Policy	🏠 🏠 10
Pedestrian and Bicycle Safety & Promotion Initiatives	🏠 🏠 10
Safe Driving Awareness Programs for High School Students	🏠 10
School Travel Plan for Walking & Biking	🏠 🏠 10
WASTE REDUCTION & RECYCLING	
Waste Audit 📋	🏠 🏠 10 to 20
Campaign To Reduce School Food Waste	🏠 10
Food Service Training & Best Practices to Reduce Food Waste	🏠 10
Food Recovery - Share Tables & Donation	🏠 10 to 20
Food Waste Recycling/Composting	🏠 15
Document Recycling Rates	🏠 10
Materials Reuse	🏠 10
Recycling Non-Mandated Materials	🏠 🏠 5 to 20

-  **Priority action.** Schools must complete at least two priority actions to achieve certification.
-  **Mandatory action.** The district or schools must complete the Green Team action to achieve certification.
-  **District-only action.** District actions earn points for all registered schools in the district.
-  **School-only action.**
-  **Digital Schools action.**
Visit www.sustainablejerseyschools.com for more information about the requirements for adding Digital Star Recognition to Bronze or Silver certification.
-  **Parallel action** in the Sustainable Jersey municipal certification program. Visit the participating town map at www.sustainablejersey.com to find contact information for your local municipal green team to explore working with them on this action.
- Please note: Program actions and points may be subject to change. For the current official list of actions and points visit the website.



Sustainable Jersey Grants Program – Funding for Schools



- Since 2014, over \$3.2 million awarded to participating public schools and school districts for over 750 projects
- 223 / 412 (54%) registered school districts have received at least one grant
- 50% of all grant funding is reserved for certified schools



Our Partnership with the PSEG Foundation



- The PSEG Foundation underwrites both the Sustainable Jersey school and municipal certification programs, along with the grants program.
- The PSEG Foundation is contributing \$100,000 to support the 2025 Sustainable Jersey Grants Program for NJ public schools
- Over \$4.7 million in program support and direct grants



Hopewell Valley Regional School District (Mercer)



Eligibility Requirements

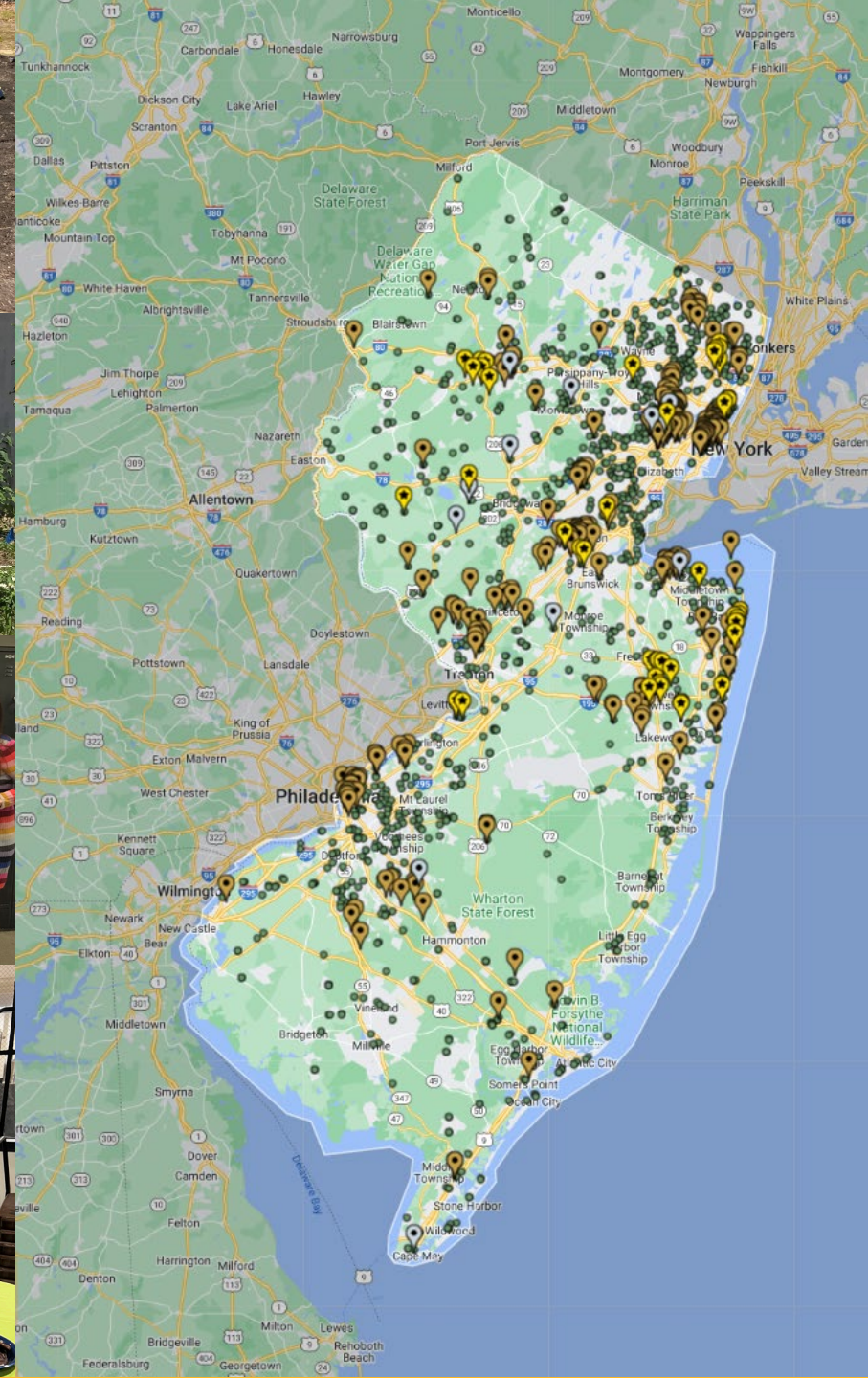
Student & Community Outreach

Green Team

10 Points

△ Required

• THIS ACTION HAS VARIABLE POINTS: 10, 15

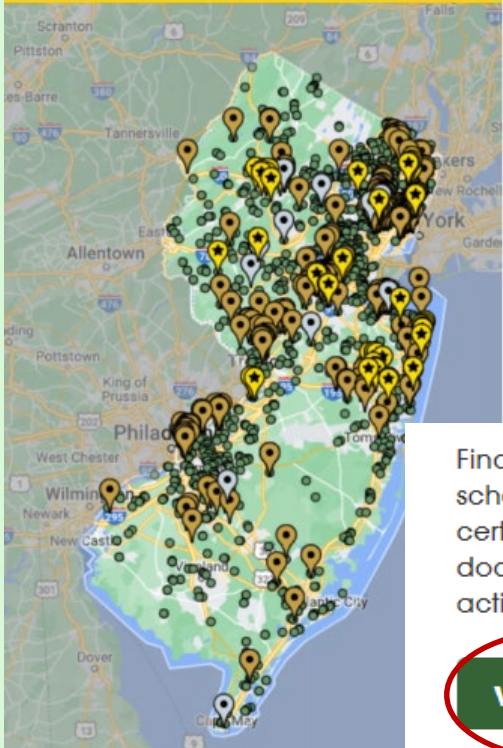




Participants Map Search

Use the [Participating Districts & Schools](https://sustainablejerseyschools.com/certification/search-participating-districts-schools-approved-actions/) (*sustainablejerseyschools.com/certification/search-participating-districts-schools-approved-actions/*) page to check your school or district's status in the Sustainable Jersey for Schools program

View Districts, Schools and Approved Actions



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

Find participating districts and schools and search school certification reports to view documentation for approved actions.

View Map

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

MAP VIEW

LIST VIEW

* If not listed, your school district or school is not registered

APPLICANT

DISTRICT

CERTIFICATION

STATUS

Franklin Township Public Schools (Somerset)

Franklin Township Public Schools

SD Registered

Conerly Road Elementary School (Somerset)

Franklin Township Public Schools

Registered

Elizabeth Avenue Elementary School (Somerset)

Franklin Township Public Schools

BRONZE

Certified

Franklin High School (Somerset)

Franklin Township Public Schools

SILVER DIGITAL SCHOOLS STAR

Certified & Digital Star

Previous Grantees



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

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

* Applications are due on October 30 but are not awarded until March of the following year. Applicants that applied in the 2024 NJEA cycle and are working on an application for the 2025 PSEG cycle will be notified of the NJEA grant award status by mid-February.

Available Funding



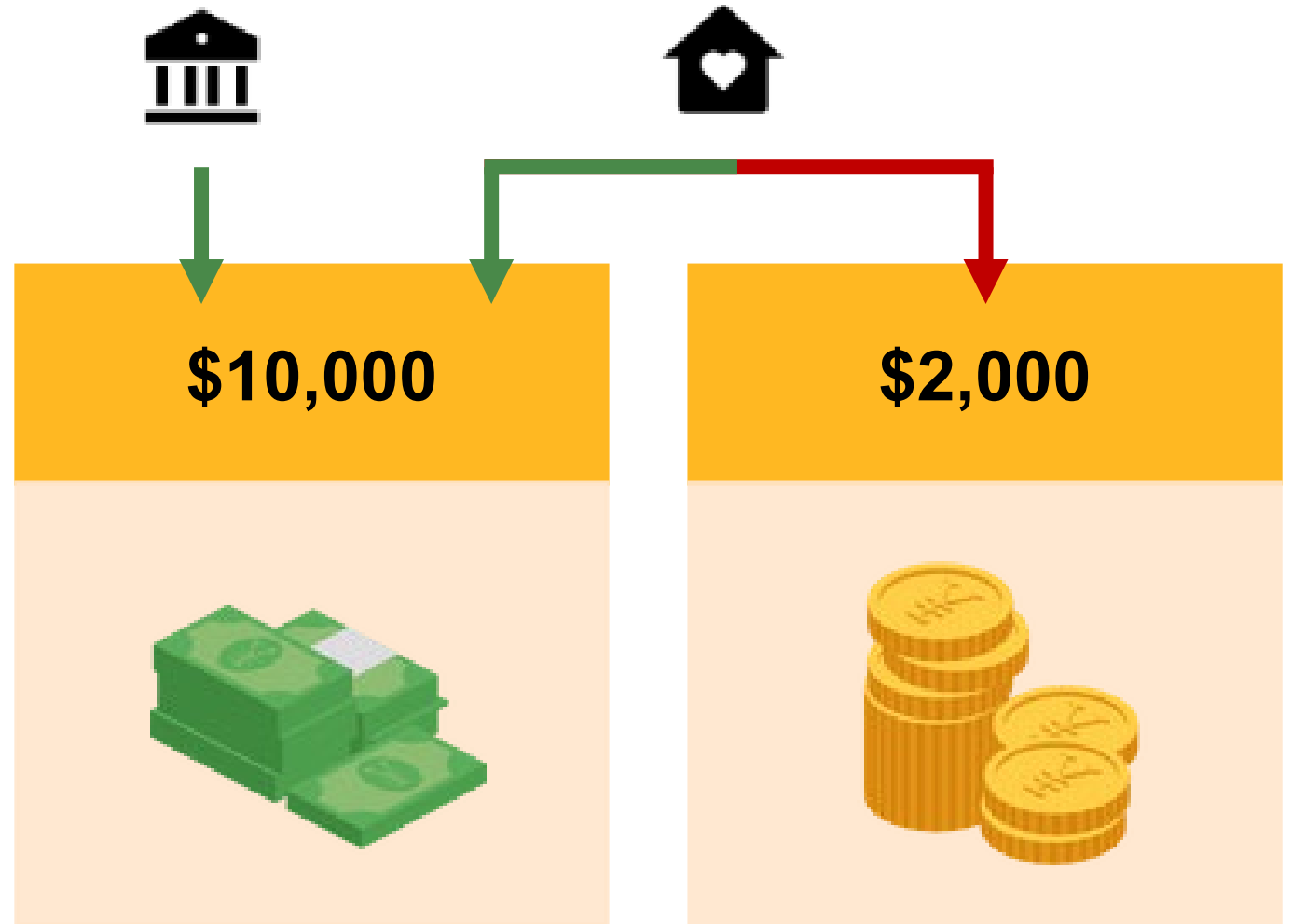
School Districts and Schools are considered separate applicants

School Districts

- Can apply for one **LARGE** grant for district-level projects

Schools

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



Use of Funding



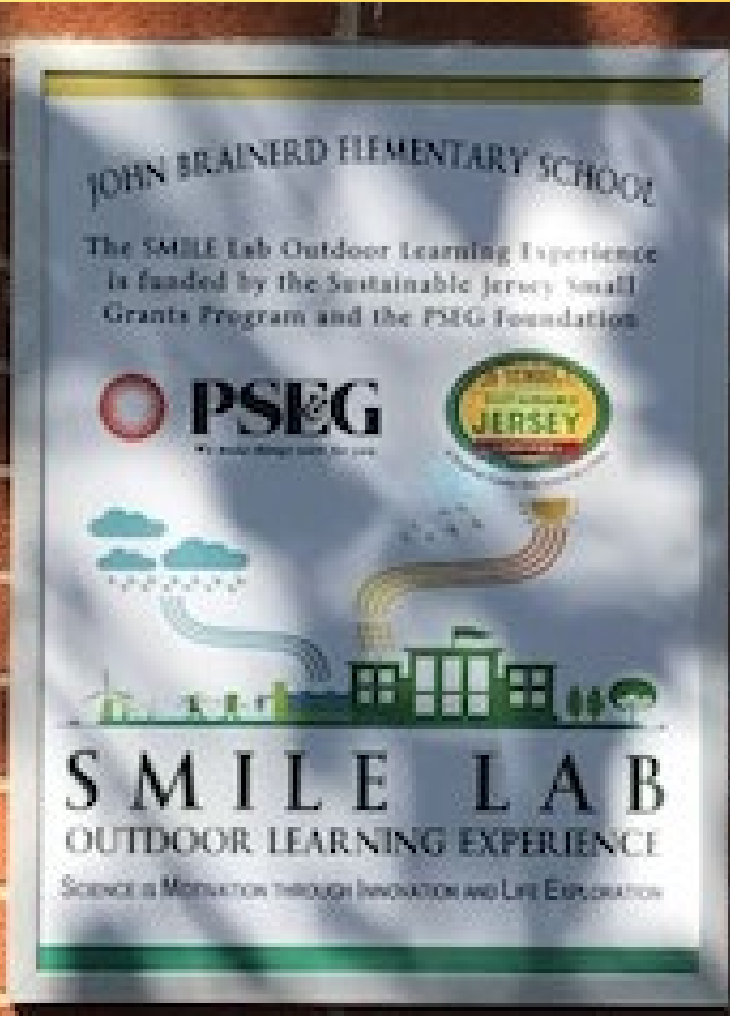
Funding Level	Use of Funds
LARGE and SMALL	Fund all or part of a project that will earn points toward a Sustainable Jersey for Schools action , including the Innovative Project action .
SMALL	Fund general operating support and direct expenses for green teams.
LARGE	Fund a project that leverages partnerships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



PSEG

FOUNDATION

Grant Project Ideas



Green Infrastructure and Stormwater Management



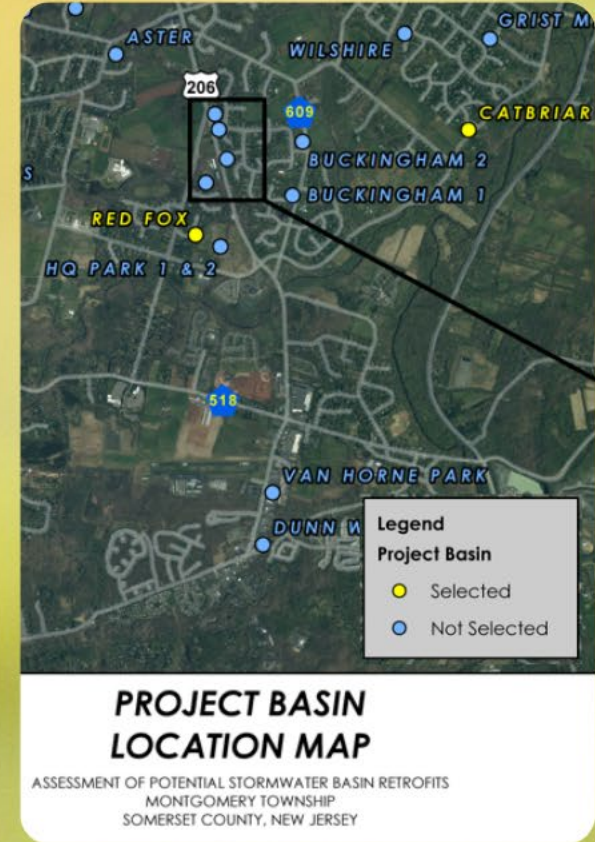
Bio-Swale



Rain Garden



Adopt-A-Drain

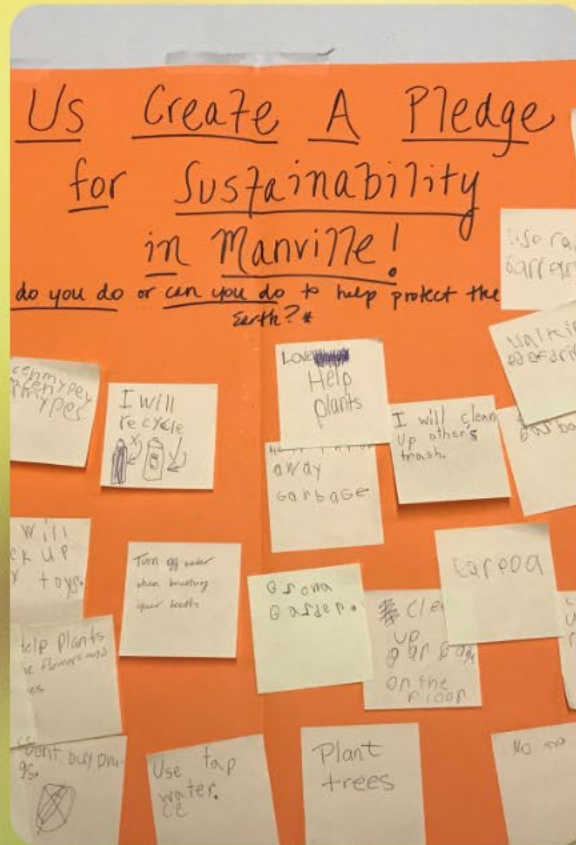


Planning

Green Team Support



Annual Activities



Community Engagement



Promotion Materials



Green Fair

Community and School Gardens



Greenhouse



Traditional



Aquaponics



Indoor Tower

Sustainable Landscaping and Pollinators



Gardens



Certifications



Education



Beekeeping

STEAM / Sustainability Education



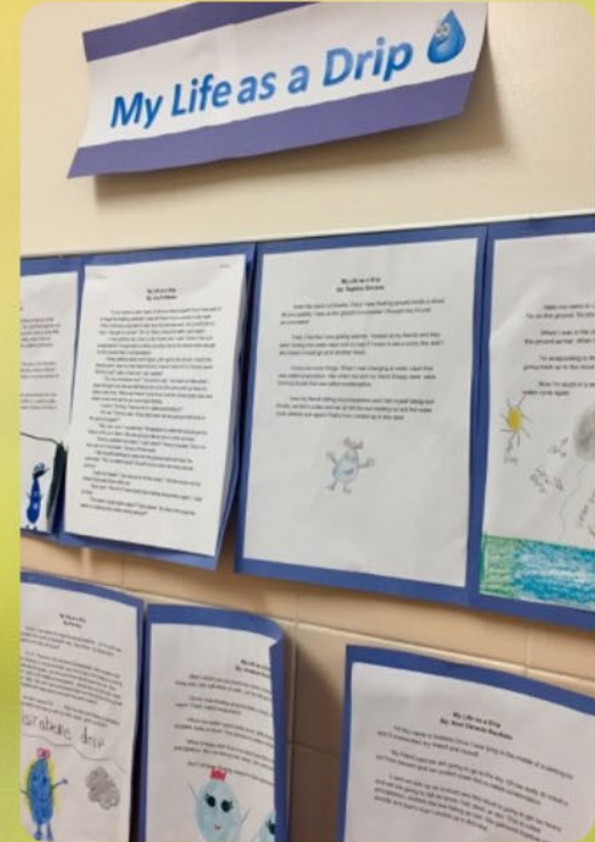
Outdoor Classrooms



Partnerships

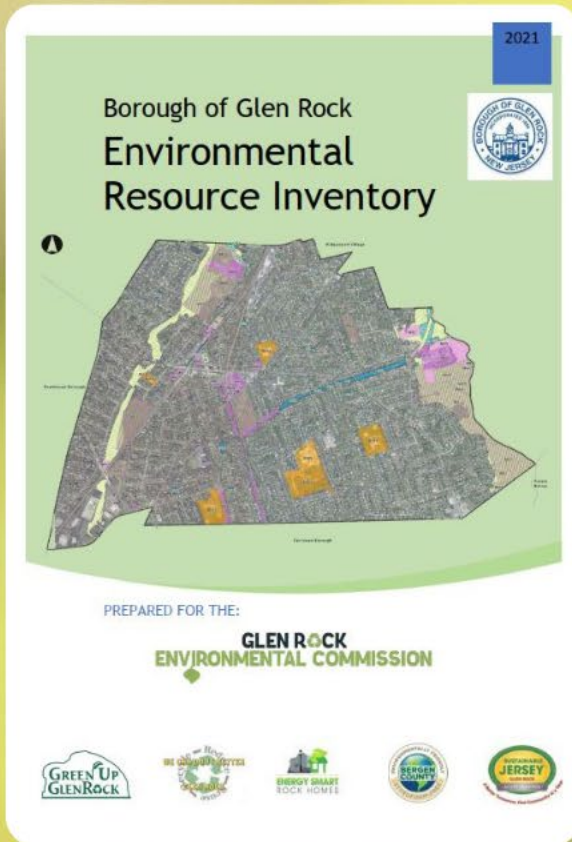


Campaigns

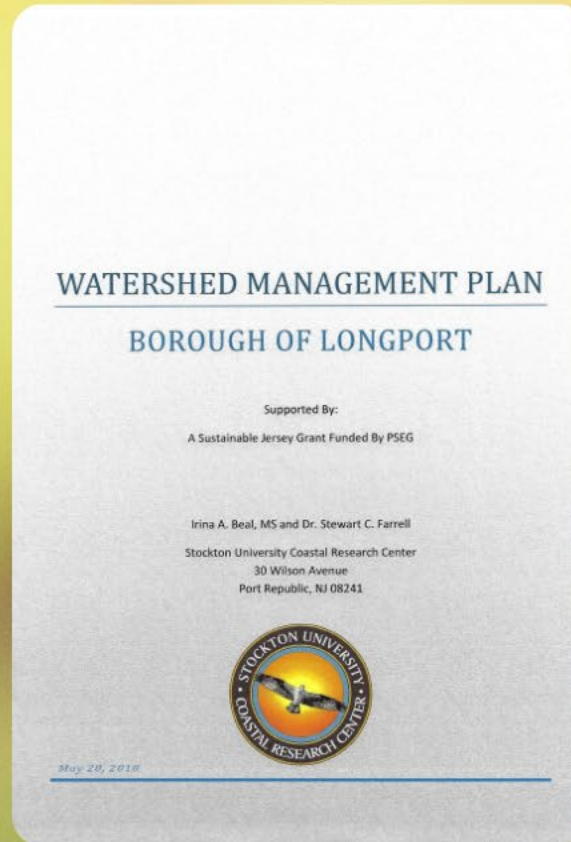


Curriculum Development

Planning, Studies and Inventories



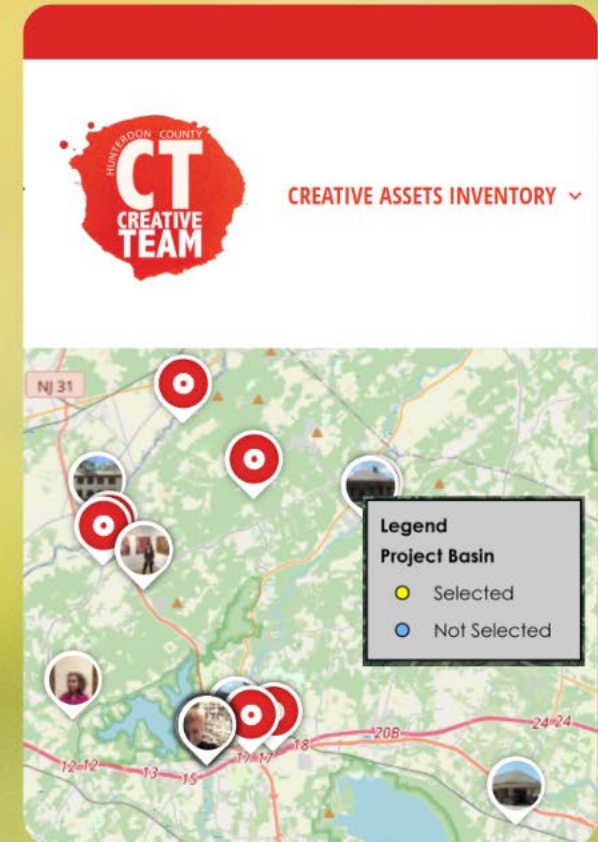
ERI



Watershed Management



Community Visioning



Creative Assets Inventory

Recycling and Waste Management



Waste Audits



Improved Recycling



TerraCycle

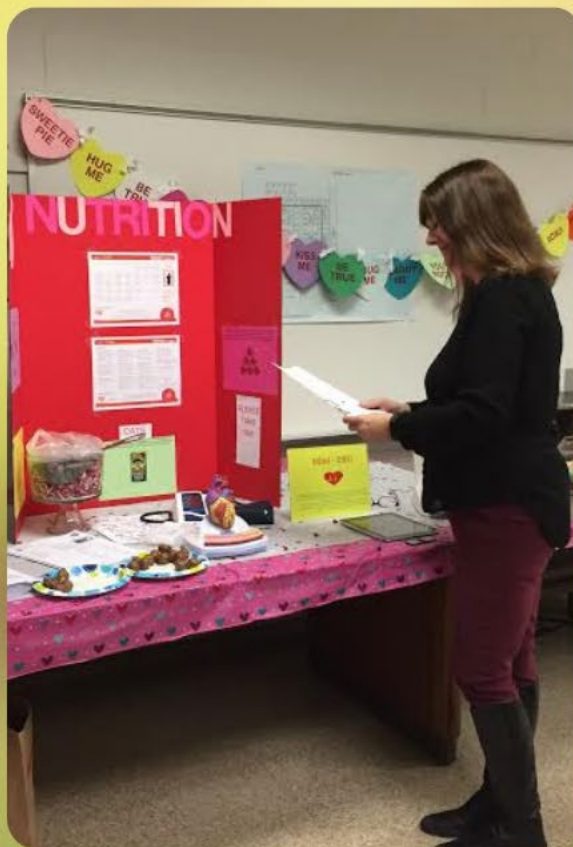


Non-Mandated Collection

Health and Wellness



Promoting Physical Activity



Nutrition Education



Health Fairs



Anti-Idling Campaigns

Social and Emotional Learning



Culture and Climate Assessments



Flexible Seating



Mindfulness



Equity and Diversity

Projects for Points

Think outside the box!

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



Energy Projects

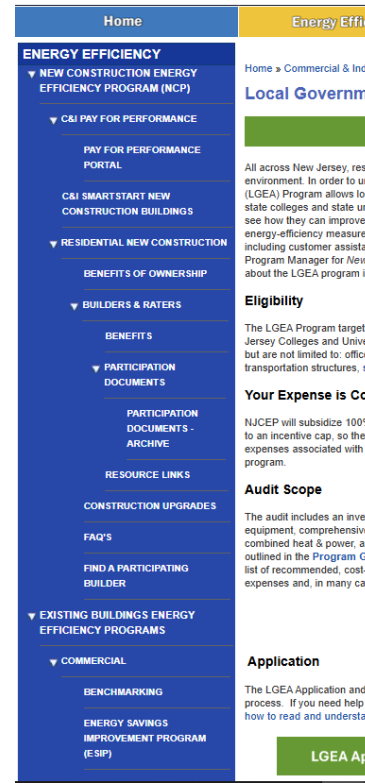


NEW RULES FOR THE 2024-2025 PROGRAM!



Energy Efficiency Upgrades

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



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

[FIND INCENTIVES](#)

All across New Jersey, residential and commercial buildings are being upgraded to energy-efficient heating equipment. In order to ensure that the LGEA Program allows local government-related entities, such as state colleges and state universities, and select non-profit agencies, to examine their facilities and see how they can improve their energy use. The program can help you identify cost-justified energy-efficiency measures, as well as subsidize the full cost of the audit. The entire audit process including customer assistance, application processing and auditing will be performed by TRC, the Program Manager for New Jersey's Clean Energy Program (NJCEP). More details are available about the LGEA program in this [Video Overview](#), [Program Guide](#) and [FAQs](#).

Eligibility

The LGEA Program targets buildings owned by many local government-related entities, New Jersey Colleges and Universities, and 501(c)(3) non-profit agencies. Such facilities may include, but are not limited to: offices, courtrooms, town halls, police and fire stations, sanitation buildings, transportation structures, schools and community centers.

Your Expense is Covered

NJCEP will subsidize 100% of the cost of the audit, up to an incentive cap, so there are no out of pocket expenses associated with services provided under this program.

Audit Scope

The audit includes an inventory of all energy-consuming equipment, comprehensive utility bill analysis, facility benchmarking, and a screening for solar combined heat & power, and electric vehicle charging stations. Add-on / targeted audit options as outlined in the [Program Guide](#) may also be available. When your audit is complete, you'll have a list of recommended, cost-justified measures and facility upgrades that will help reduce operating expenses and, in many cases, improve the health and productivity of the buildings' occupants.

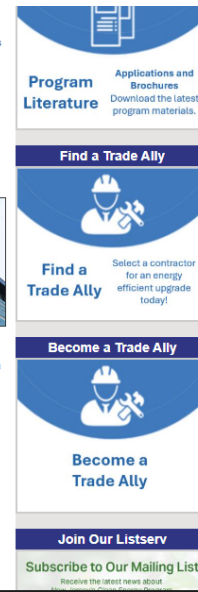
[View Completed Reports](#)

Application

The LGEA Application and Workbook walks applicants through the application requirements and process. If you need help applying for the LGEA Program, assistance on how to read and understand your utility bills is available.

[LGEA Application](#)

[LGEA Workbook](#)



Energy Projects



Electric Vehicle Charging Stations

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



Electric Vehicle Purchases

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



Class 4-8 Medium and Heavy-Duty Vehicles

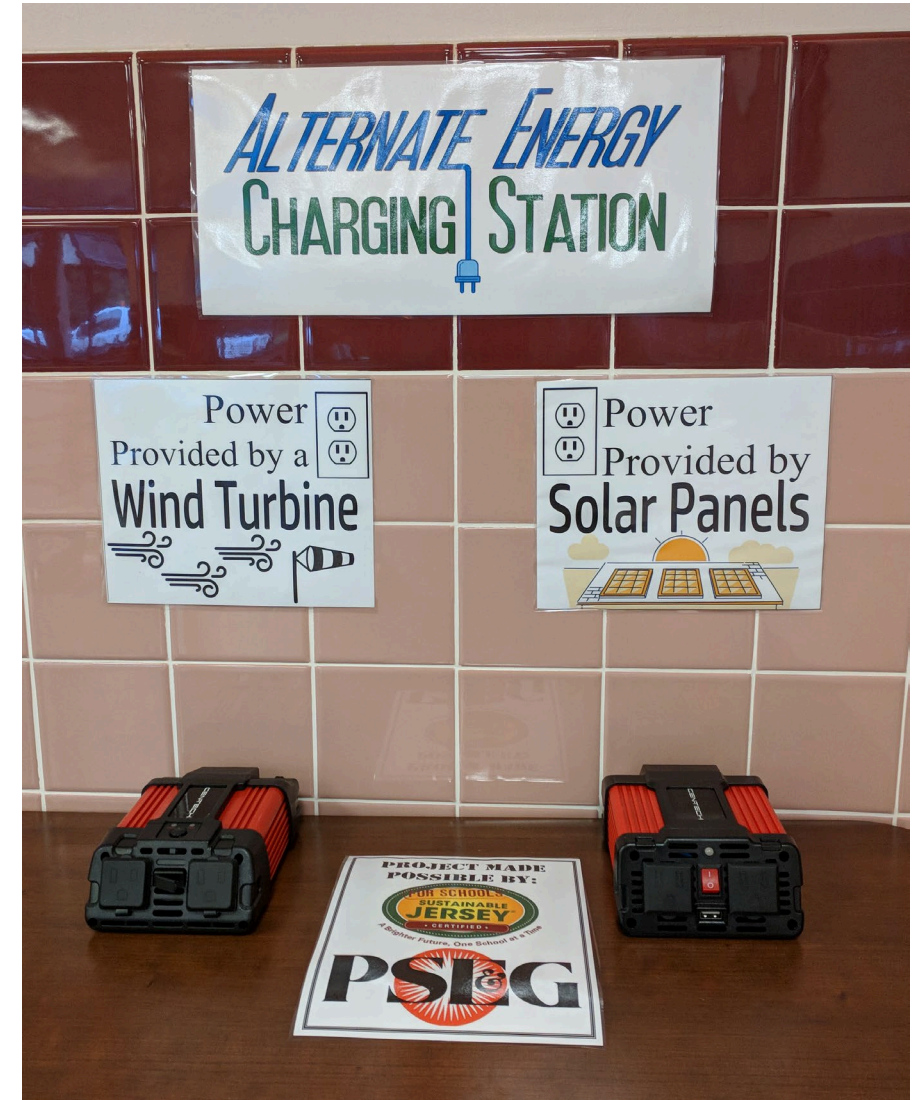
Vehicle types include:

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

Energy Projects

Energy Education, Conservation, or Behavioral Change Projects

- Includes purchasing renewable energy equipment such as solar or wind powered equipment that can be utilized in the school curriculum
- Includes stipends for teachers in charge of energy conservation projects, such as ensuring all of the lights in classrooms are turned off at the end of the day





PSEG

FOUNDATION

Funding and Resources for Ineligible Energy Projects

Attachment 1: Energy Incentive Programs

Federal Incentive Program for Tax-Exempt and Governmental Entities

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

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

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

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

* for utility programs, see tables below

Sustainable Jersey Energy Technical Assistance



Free Energy TA

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

PSE&G Partnership Program

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

PSEG Cycle

NJEA Cycle

SJ-PSE&G Energy Efficiency Partnership Program

Trees for Schools

Energy Technical Assistance for Municipalities and School Districts

EmPowered Schools





IRS Direct Pay Tax Credits for Non-Profits

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

About Direct Pay

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

Eligible Projects Include

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

Full list of Direct Pay eligible tax credits at [irs.gov/pub/irs-pdf/p5817g.pdf](https://www.irs.gov/pub/irs-pdf/p5817g.pdf)

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

Example

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

Note: Total incentive can not exceed total project cost.

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

Climate Change Curriculum Resources

- In June 2020, New Jersey became the first state in the nation to incorporate climate change education across its K-12 learning standards.
 - View a list of resources on our website [here](#)
 - <https://subjecttoclimate.org/>
- Can get points for any of the Student Learning actions, which are a priority



Photos from Dale Rosselet, Allison Mulch, Dalton Farms, and NJ Audubon

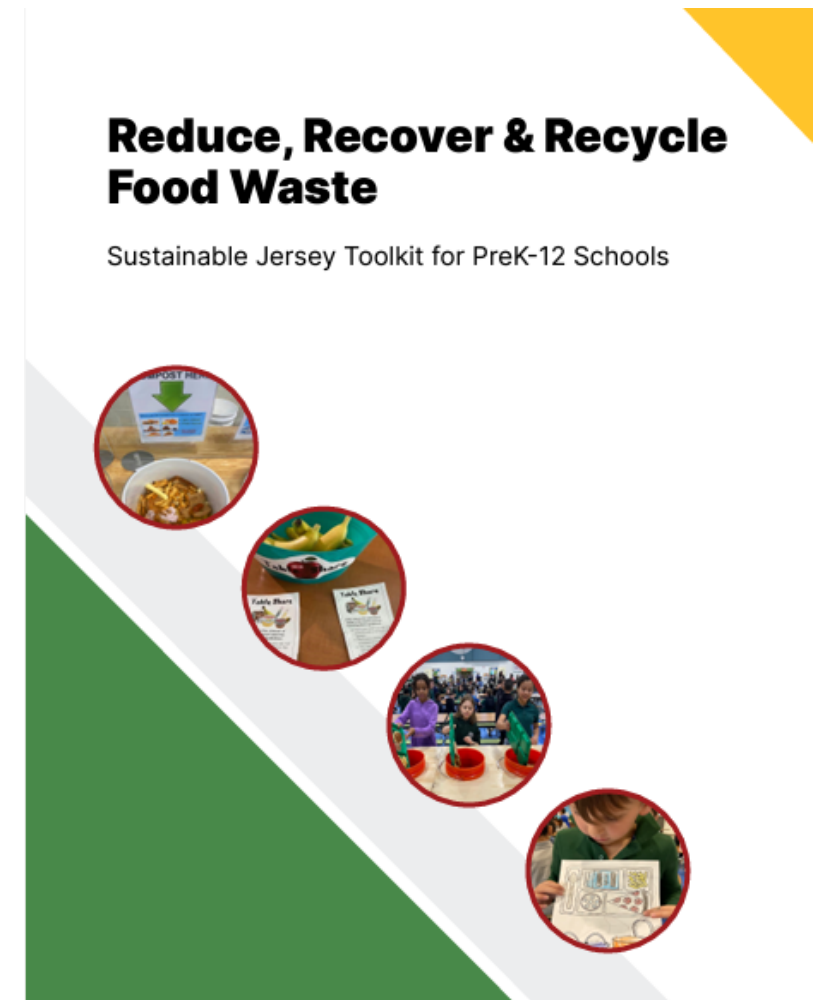
New Jersey Climate Change Education Hub

The resources you and your school need to effectively teach climate change. These comprehensive resources are built around the official [NJ Student Learning Standards](#) and expand on the work of the New Jersey Department of Education.



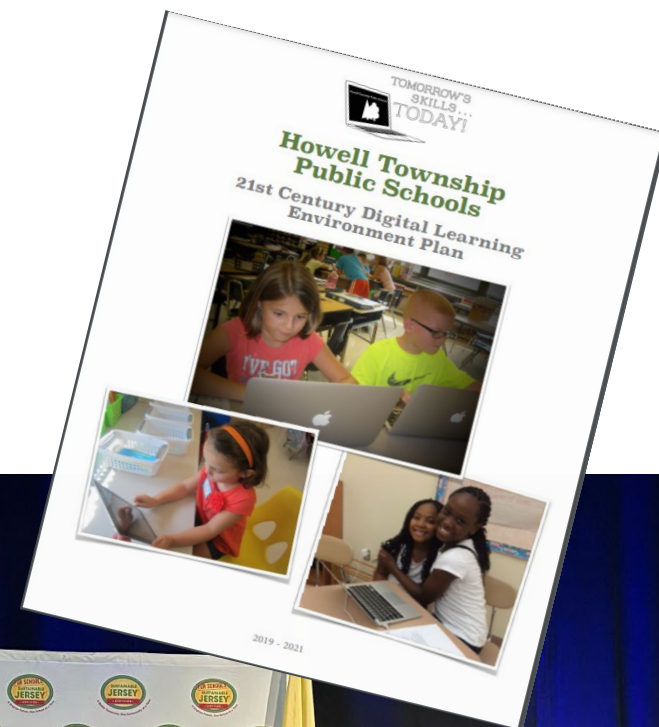
Food Waste Resources

- Reduce, Recover & Recycle Food Waste - Sustainable Jersey Toolkit for PreK-12 Schools
 - This toolkit, produced by Sustainable Jersey and Rutgers Cooperative Extension, provides guidance, resources, and examples for addressing food waste while also promoting healthy food and addressing food insecurity.
 - It covers a range of topics that include: waste audits; reducing and recycling organic food / packaging waste; recovering uneaten food; training staff on and implementing food service best practices; educating and engaging students; running school-wide campaigns; and using school gardens to promote sustainable food knowledge and behaviors.



Digital Schools Program

- A Digital Schools Star embraces the mindful implementation of effective digital learning and communication tools, resources, and practices – a commitment that is evident in its mission, culture, classrooms, and interactions with its stakeholders
 - The program actions were recently revised—review updates [here](#).

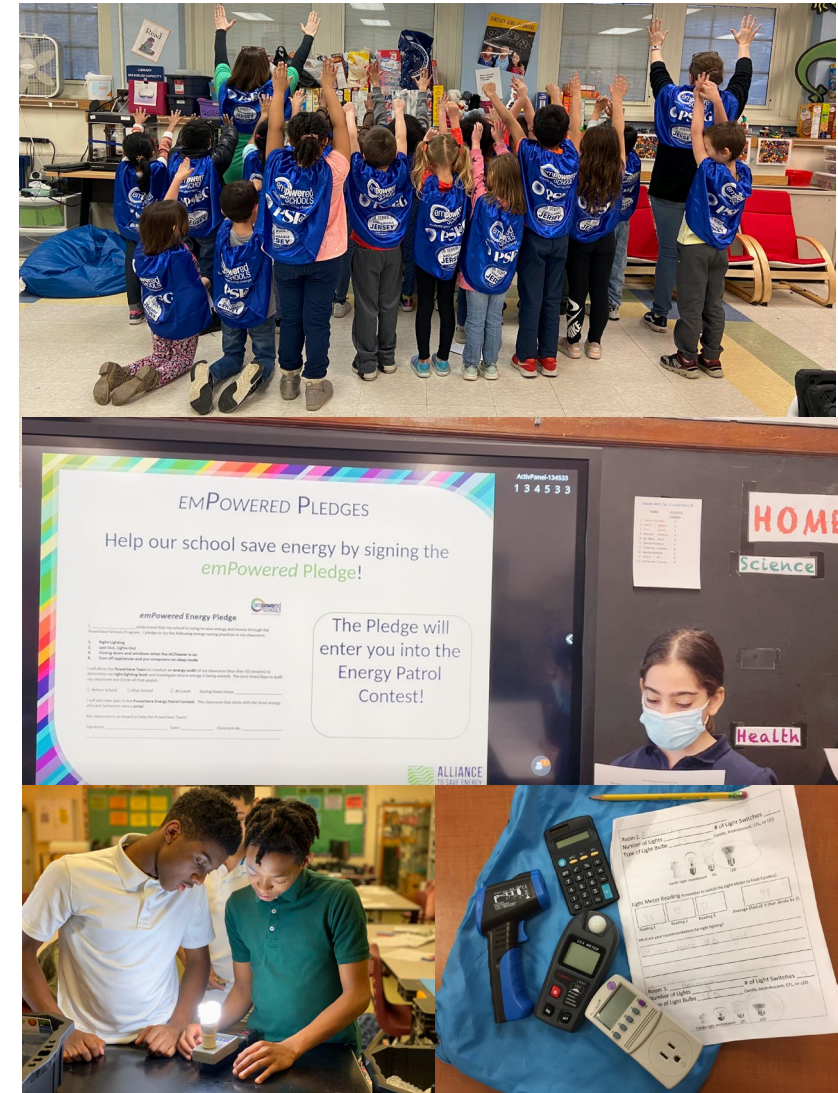


Empowered Schools

Receive free support and resources to educate PK-12 students about energy-related issues

[\[link\]](#)

- Integrates STEAM principles to promote energy literacy through lesson plans, hands-on activities, and competitions
- Students will use the school building and their homes as learning labs to solve real-world problems and generate cultural change by making energy efficiency visible, important, and doable





How to Apply



PSEG Cycle

NJEA Cycle

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

SJ-PSE&G Energy Efficiency Partnership Program

EmPowered Schools

Trees for Schools

- > **Thinking about Applying for Grants?**

- > **Grant Recipient Information**

Previous Recipients & Projects



Sustainable Jersey Grants Program Cycle

The PSEG Foundation is contributing \$100,000 to support another cycle of the Sustainable Jersey Grants Program. With this contribution, the PSEG Foundation has provided \$3.7 million dollars in funding to support local sustainability initiatives in municipalities and schools across the state. The PSEG Foundation's ongoing support of the Sustainable Jersey Grants Program is an excellent example of how public/private partnerships can encourage local grass roots efforts to improve the quality of life in New Jersey.

Applicant Eligibility Requirements

In order to be eligible for this funding, applicants must be **NJ public schools or school districts currently participating in the Sustainable Jersey for Schools program**. Applicants must have an appointed **green team** that meets the standards in the [Green Team action](#). Applicants that have received previous Sustainable Jersey grants must meet additional eligibility requirements where applicable, as outlined in

Online Application

Deadline: Friday, March 7, 2025, at 11:59pm

App Link: bit.ly/SJSGrantAppPSEG



Sustainable Jersey Grants Program Account

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

Cycle Specific Portals

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

Sign In

Email

Password

Log In

[Forgot your password?](#)

Need an Account?

[Sign Up](#)

Sign Up

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

Email

Password

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

Confirm password

• Passwords must match

[Sign Up](#)



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

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

You cannot move forward until you have completed your Profile.

Create a Profile to Get Started

Profile ▾

Save Draft

Create Profile

Primary Application Contact

This is the primary person Sustainable Jersey will correspond with regarding this application and any subsequent award. The primary contact must be a school district employee. It cannot be a consultant.

Name *

Kaitlyn Vollmer

Title *

Grants Program Manager

Organization/School *

Sustainable Jersey

Phone *

6097713189

Please do not include parentheses () or dashes (-)

Phone Number Extension

Email *

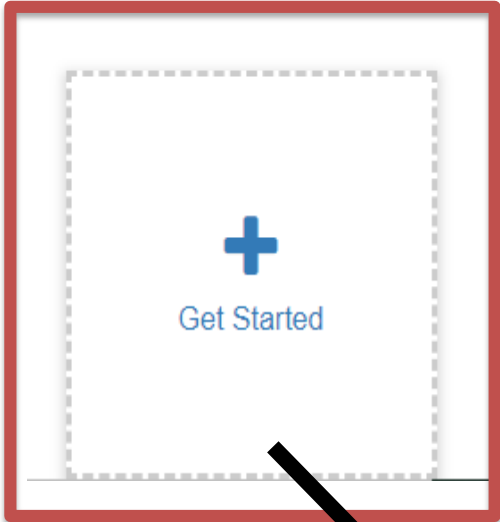
vollmerk@tcnj.edu

PRIMARY CONTACT

MUST be a school district employee. If working with a consultant who plans on submitting the application on behalf of the school/district, they should submit it using a school/district grant account with a proper primary contact.

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

- If the cycle is open and accepting applications, use the "get started" button to create a new grant application for Sustainable Jersey Grants Program Cycle funded by the PSEG Foundation
- Complete the reporting requirements associated with any previously-awarded PSEG-funded Sustainable Jersey grants



SUBMITTING YOUR APPLICATION

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

PSEG School Grant Proposal

Please complete Section One: PSEG School Grant Proposal. This section must be submitted by the end of the day on March 8, 2024.

There are 87 days remaining to submit this.

Submit

School Grant Proposal

Complete this form requesting information on your school's/school district's Sustainable Jersey grant history, grant project proposal, and application contacts. This is considered your grant proposal--more detailed information about what is required for this section of the grant proposal can be found in the Application Information Packet available [here](#) on our website.

Action Required

Open



PSEG

FOUNDATION

Application Information Packet



SUSTAINABLE JERSEY GRANTS PROGRAM

FUNDED BY:
 **PSEG**
FOUNDATION

Sustainable Jersey Grants Program Funded by the PSEG Foundation 2025 Application Information Packet for School Districts and Schools

Table of Contents

A. Background	2	Not Registered? No Problem!.....	15
B. Eligibility Requirements	3	Green Team Requirements.....	15
Standard Eligibility Rules	3	Don't Have an Active Green Team?.....	16
Additional Eligibility Rules for Previous Grant Recipients.....	3	Section Three: Grant Authorization Documentation	16
Limitations on the Number of Application Submissions.....	4	Grant Authorization Resolution and Letter	
C. Use of Grant Funding	4	Templates	16
D. Project Ideas	5	Grant Resolution Recommendations	17
Energy-Related Projects	6	F. Selection Process	17
E. Online Application Portal	6	\$10,000 Project Grant Proposals	17
Creating an Account.....	7	\$2,000 Project or Green Team Support Grant Proposals.....	18
E. Grant Application Form Sections	8	G. Grant Awards and Additional Terms	18
Section One: School Grant Proposal	9	Grant Awards	18
Preliminary Questions	9	Additional Terms.....	18
Sustainable Jersey Grant History	9	Project Promotion & Recognition.....	18
Applicant information.....	10	Project Photos	19
Application Contacts.....	11	H. Grant Recipient Reporting Requirements	19
Grant Proposal	12	\$10,000 Project Grant Awards.....	19
Only \$10,000 grant applicants are required to provide the following:.....	13	\$2,000 Project or Green Team Support Grant Awards	19
Optional Information	14	Attachment 1: Energy Incentive Programs.....	20
Section Two: Sustainable Jersey for Schools Program Status	14	Attachment 2: Project Action Plan	14
Sustainable Jersey Status Types	15	Attachment 3: Budget Template	15
		Attachment 4: \$10k Grant Evaluation Criteria	16

Application Sections



Grant Account and Profile	
School Grant Proposal - due 3/7/2025	
1. Requested Funding Amount	4. Application Contacts
2. Sustainable Jersey Grant History	5. Grant Proposal
3. Applicant Information	6. Optional Information
Current Sustainable Jersey for Schools Status - due 3/7/25	
1. Current Status in the SJS Program	2. Green Team Documentation*
Grant Authorization Resolution – due 4/11/2025	
1. Authorization to submit grant application	

*Not required from Sustainable Jersey schools **currently certified** in the Sustainable Jersey for Schools program (or districts with at least one certified school)

Standard Application Form



Grant Proposal Sections

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

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

Project Description

LARGE and SMALL

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

TIP: Project Selection

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



Project Team Members

LARGE

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



TIP: Building Your Team

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





Action Plan and Timeline Template

LARGE and SMALL

KNOW THAT YOU...

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

Attachment 2: Project Action Plan



Project Grant Application Proposed Project Action Plan



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

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

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

Action Plan & Timeline

LARGE and SMALL

- Identify the steps needed to complete the project and target completion dates
- Identify how you plan on promoting the project, such as holding a ribbon cutting ceremony
- Implementation steps cannot start until late May 2024 (after grant is awarded)

TIP: Project Planning/Implementation

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



Community Engagement

LARGE

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



TIP: Building & Engaging Your Team

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



Project Impact & Evaluation

LARGE

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

TIP: Project Selection

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



Budget Narrative

LARGE and **SMALL**

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



TIP: Budget

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



Detailed Project Budget Template

LARGE and SMALL



Sustainable Jersey Grants Program Budget Template



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

Applicant Name:

A. SALARIES, WAGES, AND FRINGE BENEFITS

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

B. SUBCONTRACTORS/CONSULTANT COSTS

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

C. ITEMIZED EQUIPMENT

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

D. ITEMIZED SUPPLIES

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

E. OTHER ITEMIZED EXPENSES

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

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

Budget Template

LARGE and **SMALL**

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





PSEG

FOUNDATION

Green Team Documentation

LARGE and **SMALL**

IF YOU ARE CURRENTLY CERTIFIED

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

List of Green Team Members

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

NO OTHER INFORMATION

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

Summary of Green Team Activities

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

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



Grant Authorization Document Templates

LARGE and SMALL

UPLOAD THE RIGHT RESOLUTION

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

Resolution of Support Authorizing the Submission of a Sustainable Jersey for Schools Grant Application

Some school districts have requested a sample of the resolution that must accompany their Sustainable Jersey for Schools Small Grants Program application. The purpose of the resolution is to affirm that the Board of Education approves of the proposed grant project/activities. A signed and certified resolution should be uploaded through the online grant application. Any standard resolution in support of applying for a grant will suffice. We do not require that you use this format.

SAMPLE RESOLUTION [Insert Name of School Board]

Resolution of Support from [Insert Name of School Board] Authorizing the Sustainable Jersey for Schools Small Grant Application

WHEREAS, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children; and;

seeks to support and work with I parents to ensure a safe and ging our school community to iendly and cost-effective solutions.

s participating in the Sustainable

ainable Jersey for Schools Program
nake progress on sustainability
im called the Sustainable Jersey for



SUSTAINABLE JERSEY

DATE

Kaitlyn Vollmer
Grants Program Coordinator
Sustainable Jersey for Schools

Dear Ms. Vollmer:

This letter shall serve as documentation of the authorization for **SCHOOL NAME HERE** to submit a **FUNDING LEVEL HERE** grant application for the **PROGRAM YEAR** Sustainable Jersey for Schools Grants Program funded by NJEA. As the **PRINCIPAL/BUSINESS ADMINISTRATOR/SUPERINTENDENT OF SCHOOLS**, I fully support this application and authorize its **submittal** on behalf of the school community.

If selected for the grant award, we will **BRIEF MENTION OF PROJECT**.

Thank you for your consideration.

Sincerely,

SIGNATURE

NAME
POSITION
SCHOOL/DISTRICT

GRANT AUTHORIZATION LETTER TEMPLATE

NOTE: The above template letter includes all the information we need for this letter to serve as the authorization document for the grant application. However, please feel free to treat this authorization letter also as a letter of support. Your principal, business administrator, or superintendent are free to provide more details about the project, the vision behind it, and the impacts it would have on the school community. While not required, the Blue Ribbon Selection Committee looks favorably upon letters of support and signs that the school community is committed to the grant project.



\$10,000 Evaluation Criteria

All proposals are evaluated based on...

Project
Description

10 Points

Project Team
Members

10 Points

Action Plan &
Timeline

15 Points

Community
Engagement

15 Points

Project Impact
and Evaluation

30 Points

Budget

20 Points

SELECTION PROCESS

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



\$2,000 Evaluation Criteria

All proposals are evaluated based on...

Project
Description

Budget

Action Plan
& Timeline

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

2024-25 Cycle Timeline



<u>Timeframe</u>	<u>Action</u>
Wednesday Dec. 18, 2024	Webinar presentation & recording posted on website
Friday Mar. 7, 2025	Section One: Grant Proposal and Section Two: Current SJS Status of all grant applications due
Friday Apr. 11, 2025	Section Three: Grant Authorization Resolution due <i>Should also aim to be registered, have a green team, and have closed out outstanding grants by this time</i>
Late April	Recipient/non-recipient notification
Late May	Grant announcement event and funds distributed

Reporting Requirements

Grant recipients are required to complete the following reporting requirements

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



Application Tips



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

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

Thank You!

To ask questions, please either:

- Raise your hand (to ask question verbally)
 - Make sure to unmute yourself using the green microphone button
 - If calling in via the telephone, make sure you input the audio code: **339-595-467**
- Type your question in the question box



Contact Us



Questions about the certification program?

JoAnna Contarino
Program Coordinator
schools@sustainablejersey.com
609-771-3427



Questions about the grants program?

Kaitlyn Vollmer
Grants Program Manager
grants@sustainablejersey.com
609-771-3189



Questions about Digital Schools and Climate Change Education?

Rosalie Morillo
Program Manager, Schools Content & Special Projects
rosalie.morillo@tcnj.edu
609-771-2802



NEW JERSEY

STUDENT CLIMATE CHALLENGE

The New Jersey Student Climate Challenge is open to New Jersey public school students in grades 6 to 12. It is an innovative way for teachers to motivate their students to learn about climate change through a fun place-based project that aligns with the new Climate Change Education Student Learning Standards.

<https://bit.ly/NJStudentClimateChallenge>





APPLYING FOR CERTIFICATION IN 2025?

Submission Deadline:

#1

January 13

#2

March 24

#3

June 12

bit.ly/Schools2025CertCycle



THE COLLEGE OF NEW JERSEY
SUSTAINABILITY INSTITUTE



RUTGERS
Continuing Studies
CENTER FOR MATHEMATICS, SCIENCE,
AND COMPUTER EDUCATION

THE BENEFIT OF TREES: AN INTERDISCIPLINARY PROJECT-BASED UNIT

July 9, 2024, 8:30AM-2:30PM



Math and Weather Unit



Performing Arts Weather Unit



Art Unit: Animals and Climate Change



Art Lesson: Animal Habitat Diorama



Staying Cool at Recess: Social Studies Lesson



Spanish Language Unit: Mantente fresco

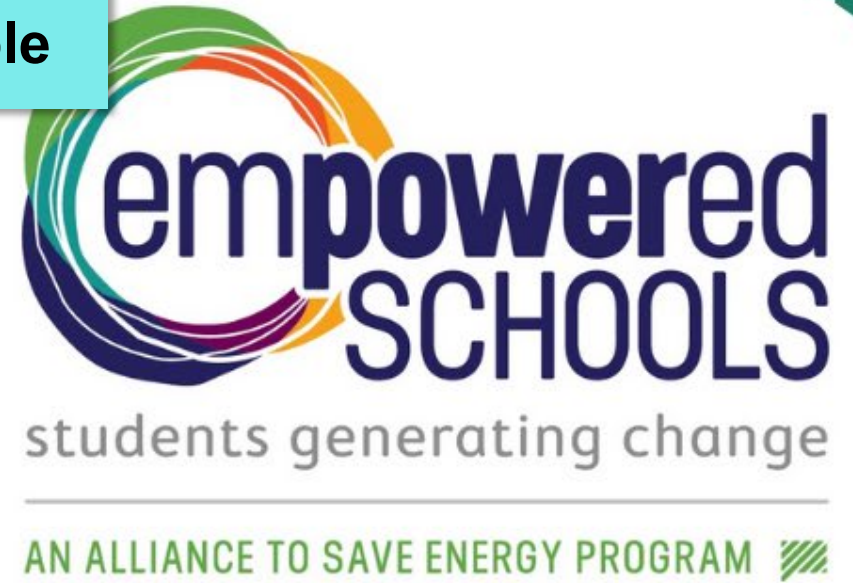


**Bringing Climate Change
Education to New Jersey's
K-5 Classrooms**

**Jan 14, 2025
5:00 pm to 6:00 pm
Online**

**Jan 21, 2025
5:00 pm to 6:00 pm
Online**

Schools within the service territories of [PSE&G](#), [NJNG](#), [SJG](#) or [ETG](#) are eligible



Learn
More [Here](#)

The Empowered Schools program - formerly known as PowerSave Schools - provides free support and resources to educate students about energy efficiency and save money on your school's energy costs.

SUSTAINABLE JERSEY-PSE&G PARTNERSHIP PROGRAM TO SUPPORT ENERGY EFFICIENCY IN SCHOOL FACILITIES

in 100% PSE&G Gas and Electric Territory
<https://bit.ly/SJSPartnersInEnergyEfficiency>



PSE&G



FREE ENERGY TECHNICAL ASSISTANCE FOR MUNICIPALITIES AND SCHOOL DISTRICTS

in Elizabethtown Gas, New Jersey Natural Gas,
and South Jersey Gas Service Territories
<https://bit.ly/EnergyTAforSchools>



Are you signed up for the Sustainable Jersey for Schools mailing list?

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



Join Sustainable Jersey For Schools
Mailing List

Join

Sign-up button located at the bottom of the Sustainable Jersey for Schools website homepage at sustainablejerseyschools.com

Happy Holidays
from your friends at Sustainable Jersey

