

RESILIENT COMMUNITIES PROGRAM

Notice of Funding Availability (NOFA)

STATE OF NEW JERSEY

DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION OF DISASTER RECOVERY AND MITIGATION

Application Deadline: December 20, 2023

PROGRAM CONTACT: RESILIENTCOMMUNITIES@DCA.NJ.GOV

VERSION 2.0

VERSION HISTORY AND POLICY

The version history of the Notice of Funding Availability (NOFA) is tracked in the table below, with notes for each change. The dates of each publication also are tracked in the table.

As applicable, the State will publish a new version after making substantive changes that reflect a policy change. The updated NOFA will be assigned a new primary version number, such as 2.0, 3.0, and so forth.

After making non-substantial changes, such as minor wording and editing or clarification of existing policy that do not affect the interpretation or applicability of the policy, the State will publish a version of the document with a sequential number increase following the primary version number, such as 2.1, 2.2, and so forth.

Amendments made to policy may go into effect on the date of the revision or may be applied retroactively. Whether a policy will be applied proactively or retroactively will be detailed in the version history below and/or within the relevant program sections.

Version No.	Date Revised	Key Revisions
1.0	XX-XX-2023	Original Resilient Communities Program Notice of Funding Availability
2.0	09-21-2023	Public Notice Compliance requirements updated to reflect HUD requirements and New Jersey’s Citizen Participation Plan for the CDBG-DR grant. Extension of Question and Answer Period to November 15, 2023

1 PROGRAM OVERVIEW

1.1 Introduction

In alignment with the State of New Jersey's comprehensive approach to resilient recovery from Hurricane Ida, the State is launching the Resilient Communities Program (RCP) to support resilient infrastructure activities designed to fortify New Jersey communities against severe weather events and flooding damage. RCP will award competitive grants to impacted jurisdictions throughout the Most Impacted and Distressed (MID) counties to complete eligible flood hazard risk reduction and resiliency measures. RCP is funded by Community Development Block Grant-Disaster Recovery (CDBG-DR) funds appropriated by Congress for recovery from Hurricane Ida. CDBG-DR grants are administered by the U.S. Department of Housing and Urban Development (HUD) and are intended to address "unmet needs" not satisfied by other federal, state, and local recovery resources.

The purpose of this **Notice of Funding Availability** (NOFA) is to provide the overall objectives of the program and the application process by which the New Jersey Department of Community Affairs (DCA) will award CDBG-DR funds to eligible local government entities for resilience activities encompassing acquisition, construction, reconstruction, or installation of public works, facilities, and site or other improvements.

1.2 Program Description

RCP is a competitive grant program designed to fund unmet recovery and mitigation needs for public infrastructure projects that will help HUD-identified and State-identified "most impacted and distressed" (MID) areas become more resilient to current and future flood-related natural hazards. Eligible applicants will be responsible for the implementation, operation, and maintenance of awarded projects.

The State has modeled this program on FEMA's Building Resilient Infrastructure in Communities (BRIC) program, a federal program that awards funds nationally through an annual competition. The purpose of aligning RCP with BRIC is to assist applicants in developing the knowledge and skill set to plan, scope, and use cost-effective methods for resilient infrastructure projects.

Applicants to the program will be required to submit detailed project timelines with their applications to prove that projects can feasibly be completed within the three-year timeframe from the executed grant agreement.

RCP projects funded through the initial round must adhere to a three-year period of performance. Proposals not awarded funds through the initial round may reapply through subsequent application rounds, as funds are available. DCA will consider the timeline for projects funded in subsequent rounds subject to the overall CDBG-DR grant expenditure timeline.

1.3 Program Objectives

Approved activities will focus on achieving the following objectives:

1. Reduce or eliminate the long-term risk of loss of life, injury, damage to and loss of property, and suffering and hardship by lessening the impact of future disasters.
2. Recover from the disaster impacts of Hurricane Ida.
3. Protect publicly funded recovery investments in impacted communities.

4. Expand awareness of BRIC within the state and help build the capacity of local governments to apply for funding through BRIC and/or other FEMA Hazard Mitigation Assistance programs.

DCA will review projects for CDBG-DR and program eligibility and will select projects based on scoring and ranking approaches that are in alignment with CDBG-DR and BRIC priorities. To advance long-term resilience, projects will be required to have natural hazard risk reduction benefits. FEMA defines risk reduction as the aggregate value of avoided losses to people, property, and critical infrastructure from a given risk over the useful life of the project. The cost effectiveness worksheet, which is a required element of all applications, will be used to calculate high level project cost effectiveness. In addition to benefit-cost ratio or equivalent factors, projects will be assessed based on the degree to which the application meets certain program priorities, including the following:

- Mitigates the risk to public infrastructure, people, and property.
- Protects and benefits disadvantaged communities.
- Is a cost-effective solution to natural hazard risk(s).
- Promotes resiliency through ancillary or triple bottom line benefits (social, environmental, and economic benefits).
- Considers climate change and future conditions.
- Leverages federal, state, and local partnerships.
- Is designed and scoped with public input and meaningful stakeholder engagement.
- Can be feasibly implemented and completed by the applicant within the budget and timeframe required by the program.
- Incorporates nature-based solutions.
- Project scope generated from previous qualifying resilience/infrastructure planning awards.

Project is ready for construction: planning and engineering is advanced enough that, with sufficient funding, construction can begin within a short time.

Prior to accepting applications for the program, DCA will offer technical assistance on the RCP application process and requirements. DCA will also provide training and technical assistance to approved applicants on project implementation, meeting state and federal requirements, and project oversight. DCA will monitor approved projects and provide oversight to maintain compliance and ensure their successful completion.

2 ELIGIBILITY

2.1 Eligible Applicants

Cities, townships, counties, special districts and federally recognized tribal governments that were declared a MID County by HUD under the Ida CDBG-DR appropriations as specified in Section 2.2 or are wholly within one or more of those counties are eligible to apply to RCP. Each applicant is eligible to apply for no more than one (1) distinct project. Exceptions to this will be made for multi-jurisdiction applications. The limit is subject to change contingent on interest in the program and future funding available for this program. Applicants to RCP must also be a party to a current, FEMA-approved local, tribal, or multi-jurisdictional hazard mitigation plan.

Homeowners, businesses, and nonprofits cannot apply directly to RCP; however, they may partner with an eligible entity in their area to assist in developing an application that reflects their priorities for mitigation. Such application partners may contribute to the cost-share, as applicable, and assist with

application development subject to administrative requirements, particularly as they relate to conflicts of interest, set forth in 2 CFR Part 200.

2.2 MID Areas

Federal Register Notice [87 FR 31636](#) establishes the following counties as most impacted and distressed and requires the State to use funds to address unmet disaster needs or mitigation activities within them. The State can also leverage unused Superstorm Sandy funding to help address Hurricane Ida needs in overlapping Sandy and Ida impacted counties. These are considered overlapping MID's; in that they are MID's for both Hurricane Ida and Superstorm Sandy. Projects within the following counties are eligible for RCP funding:

- Bergen
- Essex
- Hudson
- Middlesex
- Passaic
- Somerset
- Union
- Gloucester
- Hunterdon
- Mercer
- Morris
- Warren

3 FUNDING METHOD

Funding will be provided as a grant to the subrecipient on a cost reimbursement basis upon the terms identified in the grant agreement. Subrecipients must verify all costs before submitting invoices to DCA for reimbursement and provide all required reporting and supporting documentation (i.e., grant agreements, contracts and procurement files, program files) requested by DCA.

3.1 Budget

Awards will be granted in accordance with the program’s assessment of reasonable and necessary work, which may equal the budgets submitted by recipients during the application process. The subrecipient’s budget must provide a comprehensive picture of RCP funds, local funds, any committed sources outside of RCP for the project, and a requested reimbursement payment schedule based on project milestones.

4 APPLICATION TIMELINE

Milestone	Date
NOFA Posted	June 28, 2023
Application Available	June 28, 2023
Instructional Application Webinar Available	July 21, 2023
Question and Answer Period	June 28, 2023 – November 15, 2023

Application Due	December 20, 2023
Anticipated award(s) Announced	April 15, 2024
Contract(s) Executed	Starting July 26, 2024

5 ELIGIBLE AND INELIGIBLE COSTS / ACTIVITIES

5.1 Eligible costs

Eligible costs for this program must comply with the eligibility requirements outlined in [Section 5.3 Eligible Activities](#) of the NOFA and be reasonable and necessary as determined by the program. Activities must also meet the detailed eligibility requirements of § 570.201-206 of Title 24 of the Code of Federal Regulations (CFR).

Examples of basic eligible activities for which RCP funds may be used include, but are not limited to:

- *Acquisition.*
- *Disposition.*
- *Public Facilities and Improvements.*
- *Clearance and remediation.*
- *Public Services.*
- *Buildings or portions thereof, used for the general conduct of government as defined at § 570.3(d) cannot be assisted with CDBG-DR funds, however this prohibition is waived for activities funded through the Superstorm Sandy allocation. Should the jurisdictions not eligible for Sandy funding wish to fund mitigation for such buildings, DCA may request a waiver of this prohibition from HUD.*

The full list of eligible activities, including those not mentioned above, is available in 24 CFR § 570.201-507.206.

5.2 Ineligible Costs

Costs associated with activities not outlined in 24 CFR §§ 570.201-507.206 are generally considered to be ineligible for CDBG funds, unless waived by HUD. The following activities are specifically stated in the Code of Federal Regulations to be ineligible:

- *General government expenses.*
- *Political activities.*

The following activities are generally ineligible unless authorized specifically under special provisions of § 570.203:

- *Purchase of equipment.*
- *Operating and maintenance expenses.*

A fully detailed list of ineligible activities and their descriptions can be found in the 24 CFR § 570.207, unless waived by HUD, and is applicable to this funding opportunity. Specific to this program, the following activities are ineligible:

- *Costs associated with pre-award activities and project planning, including project design, project scoping, site plans, or environmental review undertaken prior to grant execution.*
- *Land use or comprehensive planning that does not explicitly contribute to the completion of the infrastructure project proposed, generally described under the HCDA Section 105(a)(12).*

- *Upgrades beyond those determined necessary*
- *Costs not directly attributable to the project's construction*
- *Cost of supplies, equipment, or labor beyond market rate or rates otherwise required by law.*
- *Change in scope beyond the funding availability.*

A fully detailed list of ineligible activities and their descriptions can be found in the 24 CFR § 570.207, unless waived by HUD, and is applicable to this funding.

5.3 Eligible Activities

DCA sets broad eligibility requirements allowing applicants to develop mitigation projects that best suit their community's needs. Projects proposed under RCP must, at a minimum:

- Respond directly to disaster-related risks and impacts or projected hazard risks derived from a hazard risk-based needs assessment.
- Be technically feasible and effective at reducing hazard risk;
- Designed to increase resilience and reduce risk of injuries, loss of life, and damage and destruction of property, including critical services and facilities;
- Solve a problem independently or constitute a functional portion of a long-term solution for which there is assurance that the project will be completed or there is a reasonable plan and available funding for completion;
- Conform with all applicable environmental planning and historic preservation (EHP) laws, regulations, executive orders, and policies;
- Conform with all applicable state, federal, tribal, and local floodplain and land use laws and regulations;
- Conform with the latest published editions of relevant consensus-based codes, specifications, and standards that incorporate the latest hazard-resistant designs;
- Comply with the [Federal Flood Risk Management Standards](#);
- Not have started construction work;
- Be CDBG-eligible activities under title I of the HCDA or otherwise eligible pursuant to a waiver or alternative requirement; and
- Meet a national objective.

Examples of eligible activities may include but are not limited to:

- Property acquisition and demolition
- Structure elevation
- Construction or reconstruction of infrastructure
- Installation of public works, facilities
- Structural retrofitting
- Infrastructure retrofits
- Site or other improvements
- Dry floodproofing

6 STATE AND FEDERAL REQUIREMENTS

Any entity awarded under this NOFA must agree to comply with all applicable federal, state, and municipal laws, rules, and regulations, as applicable to the activities related to the performance under the CDBG-DR grant. These include not only the federal CDBG rules, as modified for CDBG-DR, but also, the following:

- Federal Office of Management and Budget rules

- New Jersey Department of the Treasury rules
- New Jersey Office of Management and Budget rules
- State Affirmative Action requirements outlined at:
 - N.J.A.C. 17:27, N.J.S.A. 10:5-1 et seq.,
 - PL 1975 c.127, and all implementing regulations.

Applicants under this NOFA also agree to comply with all applicable provisions of [New Jersey Circular No. 07-05 OMB](#)¹ to the extent that these state rules are not superseded by more stringent federal rules:

- Must be registered or be able to register for a unique entity identified with [SAM.gov](#) and not be debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.
- Must be registered with [NJSTART](#).
- Must not be on the state’s Division of Purchase and Property’s debarment list.
- Organizations that spend \$750,000 or more in total of federal funds must submit their single audit to the Federal Audit Clearinghouse.
- In accordance with section 504 of the Rehabilitation Act of 1973, programs funded by HUD via DCA cannot discriminate against persons with disabilities. Applicants must remove barriers for persons with disabilities to fully participate in the program. Under this Act, individuals with disabilities are defined as persons with (or those with a history of or who are regarded as having) a physical or mental impairment which substantially limits one or more major life activities. This may include, but is not limited to, individuals with hearing or vision impairment.
- Must be able to provide a drug-free workplace in accordance with New Jersey’s Executive Order 204 and the Drug-Free Workplace Act of 1988.
- Must have a Conflict of Interest and Standards of Conduct policy.
- In carrying out the activities under this program, applicant must comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601–3619) and implementing regulations and assert that it will affirmatively further fair housing. This includes, but is not limited to, providing meaningful access by LEP persons to programs, services, and activities, in accordance with Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 72 Fed. Reg. 2732 (January 22, 2007).
- Must comply with the restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms, if required by Part 87.
- Must comply with all applicable federal, state, and local environmental regulations. An environmental review must be completed before DCA will issue a Notice to Proceed allowing construction to begin. Once an application is submitted, choice-limiting actions as defined at 24 CFR 58.22 are prohibited until the environmental review is approved by NJ DCA or the application is rejected or withdrawn.

7 PUBLIC NOTICE REQUIREMENT

Applicants are required to solicit public feedback on their proposed projects prior to submitting an application and provide documentation of this with the application. A key element in the hazard mitigation process is the discussion it promotes among community members about creating a safer, more disaster-resilient community. Community engagement and other outreach activities that capture a

¹ Also available here: <http://www.state.nj.us/infobank/circular/cir0705b.pdf>.

community's values and priorities are likely to result in a project having greater legitimacy and support, leading to greater success in implementation.

Applicants must solicit feedback by hosting a virtual or in-person public meeting. Details are included below.

7.1 Public Hearing

Applicants must solicit feedback through a virtual or in-person public meeting with municipality, county, and tribal governments, followed by a 14-day public comment period, which must be completed prior to submission of the application. These hearings must cover community development and housing needs (including affirmatively furthering fair housing), the needs for LMI households, and how the potential activity will address that need.

In addition, hearings must cover the development of proposed activity and application including when the application will be submitted, requested amount of funds, location of the project, and plans to minimize displacement of persons and businesses as a result of the funded activity.

Applicants should supply the same documentation that would normally be required to demonstrate that a meeting was held, including the following:

- A public meeting notice, posted at least 5 days prior to the meeting
- A sign-in sheet
- Meeting minutes

The meeting notice should be posted in a newspaper with general circulation and on the applicant's website, and must include the following:

- The type(s) of project(s) to be undertaken
- The source(s) of funds (i.e., CDBG-DR funds)
- The amount of funding requested
- The date by which comments must be made
- A contact person from whom to obtain a copy of the proposed application
- Accommodations for non-English-speaking citizens (all information posted will need to be translated into Spanish, unless less than 5% of the applicant's area of benefit population speaks Spanish).

Lastly, documentation of public engagement, solicitation of feedback, and any public comments received must be submitted with the application and will factor into the application's final score.

Please note that applicants who are ultimately awarded funds and enter into a grant agreement as subrecipients of the State's CDBG-DR grant also are required to adhere to the requirements for local governments stated in the [Citizen Participation Plan at Section V](#), Citizen Participation Requirements for Local Governments Participating in CDBG-DR Programs. As stated, jurisdictions must develop a Citizen Participation Plan that includes opportunities for citizens to learn about the project and provide feedback. **Subrecipients are also required to provide a minimum of two public hearings, each during a different stage of the program, for the purpose of obtaining residents' views and responding to proposals and questions.**

Hearings conducted as part of the application phase of this Program may be used to fulfill the requirements of the Citizen Participation Plan provided that they meet the criteria stated in the State Citizen Participation Plan.

7.2 Solicitation Feedback and Public Comments

Documentation of public engagement, solicitation of feedback, and any public comments received must be submitted with the application and will factor into the application’s final score.

8 FACTORS FOR AWARD & APPLICATION ORGANIZATION

DCA will evaluate each complete proposal received by the due date according to the following criteria. The applicant should organize its application according to each of these sections and briefly cover all the topics outlined above related to experience, approach, and cost.

Applications that meet the minimum eligibility requirements will be reviewed by a panel as part of a technical scoring process. The review panel will generate composite scores using the following score criteria. A detailed description of the scoring rubric is included with the application materials.

Available Points	Category	Requirement
35	Cost-Effectiveness	Cost-Effectiveness Worksheet
30	Implementation Measures	Implementation Template
25	Population Impacted	Application – Written Narrative, Social Vulnerability Index Template
20	Incorporation of Nature-Based Solutions	Application – Written Narrative
20	Risk Reduction/Resilience Effectiveness	Application – Written Narrative
20	Climate Change and Other Future Conditions	Application – Written Narrative
15	Community Engagement and Outreach	Application – Written Narrative
10	Mitigates Risk to Critical Infrastructure	Application – Written Narrative
5	Leveraging Partnerships	Application – Written Narrative
5	Generated from Previous Planning Award	Application, Grant information
5	Project Status	Application, Supporting Documentation

Total Points: 190

8.1 Cost-Effectiveness**Requirement: Cost-Effectiveness Worksheet****35 Points**

RCP project applications will be scored based, in part, on cost-effectiveness. Applicants are required to complete the Cost-effectiveness worksheet provided with the application form to facilitate a benefit-cost analysis that will factor into the application score. The worksheet is based on other established Federal benefit-cost analysis methods; it enables DCA to assess the effectiveness of the project relative to its cost. RCP applicants will work with project designers and/or engineers to populate the worksheet. This process allows applicants to consider the primary BCA inputs for the project. This worksheet also accounts for, and awards additional points to projects with components constructed to exceed applicable resilience or hazard risk reduction codes or standards. More information on this method and how to complete the worksheet is included in the Application.

All cost-effectiveness analyses will be reviewed and validated by DCA, or its designee and points will be awarded according to an established scoring rubric. This will ensure that projects funded under RCP will reduce risk to people and communities in ways that are cost-effective and that awards are not limited to communities with the resources to engage staff and/or technical professionals in lengthy application development.

8.2 Implementation Measures**Requirement: Implementation Template****30 Points**

Proper implementation requires that applicants understand what is expected of them, ensure the human capital and financial resources needed to complete the project are in place, and develop a realistic timetable. The score received for this criterion will depend upon how well the application describes:

- How the costs will be managed,
- How the schedule will be managed,
- How the project will be successfully implemented
- The technical and managerial staff and resources available to successfully implement this project, and
- How the applicant will ensure quality control and compliance with all requirements.

8.3 Population Impacted**Requirement: Application Written Narrative, Social Vulnerability Index (SOVI)****25 Points**

While the intensity of a hazard is important, of equal or greater importance is the identification of the population impacted, many of whose demographic or socioeconomic characteristics may place its members at greater risk of harm before, during, and after a disaster.

The score received for this criterion will depend upon how well the application describes:

- Community-wide benefits;
- The proportion of the population that will be impacted, including a description of the disadvantaged communities as referenced in EO 14008;
- How the project was selected and designed to maximize positive impacts and minimize negative impacts to any disadvantaged populations as referenced in EO 14008; and
- How the proposed project clearly benefits a disadvantaged community.

A disadvantaged community may be characterized by variables including, but not limited to:

- Low income;

- High and/or persistent poverty;
- High unemployment and underemployment;
- Racial and ethnic segregation;
- Linguistic isolation;
- High housing cost burden and substandard housing;
- Distressed neighborhoods;
- High transportation cost burden and/or low transportation access;
- Disproportionate environmental burden and high cumulative impacts;
- Limited water and sanitation access and affordability;
- Disproportionate climate impacts;
- High energy cost burden and low energy access; and
- All geographic areas within Tribal jurisdictions.

Applicants are encouraged to indicate if their community has a Centers for Disease Control and Prevention SVI of 0.6 or higher. The Action Plan contains SVI scores for all HUD and State MID-Areas.

8.4 Incorporation of Nature-Based Solutions

Requirement: Application Written Narrative

20 Points

To receive the point allotment for this criterion, the application must describe how the project incorporates one or more nature-based solutions, including those designed to reduce carbon emissions, which are sustainable environmental management practices that restore, mimic, and/or enhance nature and natural systems or processes and support natural hazard risk mitigation as well as economic, environmental, and social resilience efforts. Nature-based solutions use approaches that include, but are not limited to, restoration of grasslands, rivers, floodplains, wetlands, dunes, and reefs; living shorelines; soil stabilization; aquifer storage and recovery; and bioretention systems.

8.5 Risk Reduction/Resilience Effectiveness

Requirement: Application Written Narrative

20 Points

The application should detail how the project will reduce risk, and to what extent. The details should identify the risk being reduced and state what action(s) will reduce the identified risk. The details should be clear and reasonable. The benefits calculated through the Benefit-Costs Analysis conducted for this application are suitable for discussion here. However, NJ DCA does not limit evaluation of risk-reduction to those that are quantifiable. DCA encourages alternative explanations of risk-reduction here.

8.6 Climate Change and Other Future Conditions

Requirement: Application Written Narrative

20 Points

Future conditions can be difficult to predict, however, it would be a mistake to not acknowledge potential climate change impacts when designing a project. The score received for this criterion will depend upon how well the application details how the project will:

- Enhance climate adaption
- Respond to the effects of climate change
- Respond to the effects of other future conditions (population/demographic/land use, etc.), and
- Cite data sources, assumptions, and models, especially the Mitigation Needs Assessment included within the Action Plan. Other potential data sources include the National Aeronautics and Space Agency (NASA) and the U.S. Environmental Protection Agency (EPA).

8.7 Community Engagement and Outreach**Requirement – Application Written Narrative****15 Points**

A key element in the hazard mitigation process is the discussion it promotes among community members about creating a safer, more disaster-resilient community. Community engagement and other outreach activities that capture a community's values and priorities are likely to result in a project having greater legitimacy and support, leading to greater success in implementation.

The score received for this criterion will depend upon how well the application describes:

- The outreach strategy and supporting activities appropriate to the project and community that advance hazard mitigation;
- The types of community planning processes leveraged;
- How input from a diverse range of stakeholders, including people from disadvantaged communities, was gathered, and incorporated into project conception and design; and
- How community planning and stakeholder input will continue to be used to help direct project execution.

8.8 Mitigates Risk to Critical Infrastructure**Requirement: Application Written Narrative****10 Points**

To receive the point allotment for this criterion, the application must explain how the project mitigates natural hazard risk to critical physical structures, facilities, and systems that provide support to a community, its population, and its economy. This includes natural systems.

8.9 Leveraging Partnerships**Requirement: Application Partners and Written Narrative****5 Points**

Leveraging partnerships allows applicants to access complementary strengths from neighboring communities, non-profit, and private partners. This potentially helps the applicant from a cost basis and serves the local community's greater good. The score received for this criterion will depend upon how well the application incorporates:

- Partnerships (e.g., private, district, local community) that will ensure the project meets community needs;
- An explanation of how these partnerships benefit disadvantaged communities; and
- An explanation on the anticipated outcome of those partnerships (e.g., leveraging resources such as financial, material, and educational resources, coordinating multi-jurisdictional projects, and heightened focus on equity related issues).

8.10 Generated from Previous Award**Requirement: Application, Grant information****5 Points**

The State will award additional points to proposed projects that are derived from Federal- and state-sponsored resilient planning programs. The purpose is to demonstrate the value of planning process to communities and because such projects are expected to include expert and stakeholder input. To receive the point allotment for this criterion, an applicant must demonstrate the application was generated from one of the following programs:

- FEMA HMA Project Scoping award
- BRIC non-financial Direct Technical Assistance
- Resilient NJ
- Any other federal grant award

In addition, the following information will be requested:

- Anticipated or actual date of plan completion for this prior award.
- Description of deliverable and explanation of link between previous award and proposed project.
- Supporting documentation for the previous award, such as deliverables.

8.11 Project Status

Requirement: Application Written Narrative, Supporting Documentation

5 Points

The state will award additional points for projects that are “shovel-ready.” A project is considered shovel-ready when planning and engineering is advanced enough, that with sufficient funding, construction can begin within a short time following the award of funds.

The applicant must indicate if the project is shovel-ready:

- If “shovel-ready,” the applicant must provide a detailed description of the current status of the project, and documentation to support this claim (e.g., design/engineering plans); or
- If not “shovel-ready,” provide a detailed description of the current status of the project.

9 APPLICATION SUBMISSION INSTRUCTIONS

Applicants must first register with DCA at nj.gov/dca/ddrm/programs/ida/infrastructure.shtml beginning June 28, 2023. Once registered, the Applicant will be able to access the application materials and additional resources. All applications must be submitted by December 20, 2023 via email to ResilientCommunities@dca.nj.gov.

If you have any questions or concerns during or after the application period, please email the RCP email inbox at: ResilientCommunities@dca.nj.gov and the RCP Team will respond to all inquiries in a timely manner.

10 AWARD

The Department of Community Affairs (DCA), Division of Disaster Recovery and Mitigation, is responsible for implementing the program, including key roles in the execution of awards, managing payments, communication with HUD, and monitoring and financial oversight.

Awardees of the RCP funds will enter into a legal grant agreement as a subrecipient of the State’s CDBG-DR grant and must comply with all applicable federal and state rules and regulations. Subrecipients are responsible for managing project activities, timely reporting on financial and project progress, internal monitoring, contracting and contractor management, compliance with all applicable rules and regulations, and maintaining project records for seven years.

10.1.1 Maximum Awards

The maximum award available through RCP will be \$5 million. The RCP award may comprise up to 100% of the total project cost, however, applicants that wish to contribute additional funds to increase the project cost beyond \$5 million may do so at their discretion.

11 APPEAL PROCESS

All appeal requests related to program activities are processed and reviewed by DCA. Initial review of the appeal will be conducted by a three (3) person panel, made up of Legal and Regulatory Affairs staff. This staff is independent from the group that originally made the decision being appealed. Each appeal will be reviewed

against program policies and requirements. The panel will make a recommendation to the Deputy Commissioner of Disaster Recovery Mitigation (DRM), who will make the final appeal determination.

Appeal requests to DRM must be postmarked within sixty (60) calendar days of the date of service on the original correspondence communicating the agency's decision. Appeals must be submitted in writing to:

**Department of Community Affairs
Division of Disaster Recovery and Mitigation
P.O. Box 823
Trenton, NJ 08625-0800
Attention: Legal**

The applicant's written request should contain the following information:

- Applicant's name,
- Address/location of impact area or proposed site,
- Applicant's mailing address,
- Applicant's telephone number,
- Email address (if available),
- The reason(s) the decision or action is being appealed,
- Documentation that supports the request to overturn the decision, and
- Application number.

If appropriate, Legal and Regulatory Affairs may contact the applicant to allow the applicant to provide additional documents to address any deficiency or incomplete information, or to be interviewed to determine the merits of the applicant's appeal. If the action or decision is overturned, notification will specify the corrective action to be taken. The applicant shall be notified of the final determination in writing via certified mail.

Appendix 1: Application Checklist

- This Checklist is designed to aid the applicant through the application process. As such, it does not need to be submitted with the completed application to NJ DCA.
- All completed applications must be sent to the RCP Team before the end of the deadline period. **Your application is not considered complete if not signed and dated.** Once complete, please send your completed application to the NJ DCA RCP Team at ResilientCommunities@dca.nj.gov. Once submitted, an email will be sent confirming receipt of the application.
- If you have any questions or concerns or need technical assistance during or after the application period, please email the RCP email inbox at ResilientCommunities@dca.nj.gov and the RCP Team will respond to all inquiries in a timely manner.

✓ Application Information Required	
Minimum Threshold Eligibility Criteria	Manner of Satisfaction
Application submitted on time by posted deadline	Application Form Entry
Application is complete, signed, and includes all required supporting documents	Application Form Entry Supporting Documentation
Applicant is an eligible city, township, county, special district or federally recognized tribal government	Application Form Entry
Application includes the FEIN, SAM, and NJ Start Numbers for applicant entity	Application Form Entry
Project benefits an eligible county	Application Form Entry
<p>Project meets an eligible National Objective (LMC, LMA, or Urgent Need):</p> <p>Please note the following: Due to requirements HUD has placed on New Jersey’s CDBG-DR grant, LMA/LMC projects will receive priority over those that meet the Urgent Need National Objective. Projects that receive funding will be monitored by DCA to ensure they meet a National Objective.</p>	Application Form Entry LMA Worksheet (LMA only)
Applicant attached evidence of meeting the Public Notice requirement	Application Form Entry Public Notice Compliance Documentation
Other Requirements	
Application includes a project summary	Application Form Entry
Application includes map(s) of area benefiting from the project	Supporting Documentation
Application describes how the project is cost effective	Cost Effectiveness Worksheet
Application describes the applicant’s implementation and capacity plan to describe its goals, milestones, staff capacity, quality control, etc.	Implementation Plan
Application describes the population impacted and how the project was designed with disadvantaged persons or populations	Application Form Entry SVI Worksheet

	in mind	
	Application describes how the project incorporates nature-based solutions into its design	Application Form Entry
	Application describes how the project reduces overall risk and increases community resilience	Application Form Entry
	Application describes how the project enhances climate adaptation and responds to the effects of both climate change and other future conditions	Application Form Entry
	Application describes the community engagement and outreach strategy and supporting activities that have been and will be employed when implementing this project	Application Form Entry
	Application describes how the project mitigates/reduces risk to critical infrastructure	Application Form Entry
	Application describes how the applicant will leverage partnerships with neighboring communities, states, federal government, or non-profit/private partners as part of project implementation	Application Form Entry
	(If applicable) Application describes any prior awards in detail. If applicable, supporting documentation should also be submitted as evidence of the prior award.	Application Form Entry Supporting documentation from prior planning awards
	Application describes the project status to determine if shovel ready. If applicable, supporting documentation should also be submitted as evidence of a shovel-ready project.	Application Form Entry Supporting Documentation
	Applicant checked all acknowledgements and signed the application certifying to all statements on the application	Application Form Entry
Attachments (Must be attached as part of the submission)		
	Map(s) of project area of benefit	
	Cost Effectiveness Worksheet	
	Budget Worksheet	
	Implementation Plan	
	Public Notice Compliance documentation	
	Social Vulnerability Index (SVI) Worksheet (if applicable)	
	LMA Worksheet (if using LMA as the National Objective)	
	Supporting documentation from prior planning awards (if applicable)	
	Supporting documentation demonstrating “Shovel Ready” project (if applicable)	

Appendix 2: Technical Evaluation Criteria

1 REVIEW FACTORS AND POINT ALLOCATIONS

Applications will be evaluated and scored on a variety of factors, as outlined below. Applicants may receive up to the maximum specified in the table below for each review factor:

REVIEW FACTORS	POINTS
Cost-Effectiveness	Up to 35 points
Implementation Measures	Up to 30 points
Population Impacted	Up to 25 points
Incorporation of nature-based solutions	Up to 20 points
Risk Reduction/Resilience Effectiveness	Up to 20 points
Climate Change and Other Future Conditions	Up to 20 points
Community Engagement and Outreach	Up to 15 points
Mitigates Risk to Critical Infrastructure	Up to 10 points
Leveraging Partnerships	Up to 5 points
Generated from Previous Award	Up to 5 points
Project Status	Up to 5 points
Total Points Possible	Up to 190 points

2 CRITERIA DESCRIPTIONS

Applications will be reviewed by a panel as part of a technical scoring process. The review panel will generate individual scores using the established scoring criteria. The panel will meet regularly during the scoring process to agree on a score for each application. Applications will be evaluated and scored on a variety of factors, including but not limited to:

DESCRIPTION OF CRITERIA	AVAILABLE POINTS
<p>Cost-Effectiveness</p> <p>RCP project applications will be scored based, in part, on cost-effectiveness. Applicants are required to complete the Cost-effectiveness worksheet provided with the application form to facilitate a benefit-cost analysis that will factor into the application score. The worksheet is based on other established Federal benefit-cost analysis methods; it enables DCA to assess the effectiveness of the project relative to its cost. RCP applicants will work with project designers and/or engineers to populate the worksheet. This process allows applicants to consider the primary BCA inputs for the project. This worksheet also accounts for, and awards additional points to projects with components constructed to exceed applicable resilience or hazard risk reduction codes or standards.</p> <p>All cost-effectiveness analyses will be reviewed and validated by DCA, or its designee and points will be awarded according to an established scoring rubric. This will ensure that projects funded under RCP will reduce risk to people and communities in ways that are cost-effective and that awards are not limited to communities with the resources to engage staff and/or technical professionals in lengthy application development.</p>	<p>Up to 35 points</p>
<p>Implementation Measures</p> <p>Proper implementation requires that applicants understand what is expected of them, ensure that the human capital and financial resources needed to complete the project are in place, and develop a realistic timetable. The score received for this criterion will depend on how well the application describes how project costs and schedule will be managed; how the project will be successfully implemented; the technical and managerial staff and resources available to successfully implement this project; and how the applicant will ensure quality control and compliance with all requirements</p>	<p>Up to 30 points</p>

DESCRIPTION OF CRITERIA	AVAILABLE POINTS
<p>Population Impacted</p> <p>While the intensity of a hazard is important, of equal or greater importance is the identification of the population impacted, many of whose demographic or socioeconomic characteristics may place its members at greater risk of harm before, during, and after a disaster. The score received for this criterion will depend upon how well the application describes: (1) community-wide benefits, (2) the proportion of the population that will be impacted, including a description of the disadvantaged communities, (3) how the project was selected and designed to maximize positive impacts and minimize negative impacts to any disadvantaged populations, and (4) how the proposed project clearly benefits a disadvantaged community.</p> <p>A disadvantaged community may be characterized by variables including, but not limited to: low income, high and/or persistent poverty, high unemployment and underemployment, racial and ethnic segregation, linguistic isolation, high housing cost burden and substandard housing, distressed neighborhoods, high transportation cost burden and/or low transportation access, disproportionate environmental burden and high cumulative impacts, limited water and sanitation access and affordability, disproportionate climate impacts, high energy cost burden and low energy access, and all geographic areas within Tribal jurisdictions. Note: Applicants are encouraged to indicate if their community has a Centers for Disease Control and Prevention SVI of 0.6 or higher.</p>	<p>Up to 25 points</p>
<p>Incorporation of nature-based solutions</p> <p>To receive the point allotment for this criterion, the application must describe how the project incorporates one or more nature-based solutions, including those designed to reduce carbon emissions, which are sustainable environmental management practices that restore, mimic, and/or enhance nature and natural systems or processes and support natural hazard risk mitigation as well as economic, environmental, and social resilience efforts. Nature-based solutions use approaches that include, but are not limited to, restoration of grasslands, rivers, floodplains, wetlands, dunes, and reefs; living shorelines; soil stabilization; aquifer storage and recovery; and bioretention systems.</p>	<p>Up to 20 points</p>
<p>Risk Reduction/Resilience Effectiveness</p> <p>The application should detail how the project will reduce risk. The details should identify the risk being reduced and state what action will reduce the identified risk. The details should be clear and reasonable. The benefits calculated through the Benefit-Costs Analysis (BCA toolkit) are suitable for inclusion discussion here. However, NJ DCA does not limit evaluation of risk-reduction to those that are quantifiable. DCA encourages alternative explanations of risk-reduction here. How will the proposed project reduce risk(s) and to what level?</p>	<p>Up to 20 points</p>

DESCRIPTION OF CRITERIA	AVAILABLE POINTS
<p>Climate Change and Other Future Conditions</p> <p>Future Conditions by their inherent nature are difficult to predict. However, to not acknowledge potential climate-change impacts when designing a project would be a mistake. Planning with climate change and future conditions in mind helps a community invest in choices that protect lives and property for a longer time. Hazard mitigation projects that account for changes in future conditions can minimize damage and losses and save or restore the benefits of natural systems.</p> <p>The score received for this criterion will depend upon how well the application details how the project will:</p> <ul style="list-style-type: none"> • enhance climate adaption • respond to the effects of climate change • respond to the effects of other future conditions (population/demographic/land use, etc.) • cite data sources, assumptions, and models. 	<p>Up to 20 points</p>
<p>Community Engagement and Outreach</p> <p>A key element in the hazard mitigation process is the discussion it promotes among community members about creating a safer, more disaster-resilient community. Community engagement and other outreach activities that capture a community's values and priorities are likely to result in a project having greater legitimacy and support, leading to greater success in implementation. The score received for this criterion will depend upon how well the application describes: (1) the outreach strategy and supporting activities appropriate to the project and community that advance hazard mitigation, (2) the types of community planning processes leveraged, (3) how input from a diverse range of stakeholders, including people from disadvantaged communities, was gathered and incorporated into project conception and design, and (4) how community planning and stakeholder input will continue to be used to help direct project execution.</p>	<p>Up to 15 points</p>
<p>Mitigates Risk to Critical Infrastructure</p> <p>To receive the point allotment for this criterion, the application must explain how the project mitigates natural hazard risk to critical physical structures, facilities, and systems that provide support to a community, its population, and its economy. This includes natural systems.</p>	<p>Up to 10 points</p>
<p>Leveraging Partnerships</p> <p>Leveraging Partners allows applicants to access complementary strengths from neighboring communities, states, the federal government, and non-profit and private partners. This potentially helps the applicant from a cost basis and serves the local community's greater good.</p> <p>The score received for this criterion will depend on how well the application incorporates:</p>	<p>Up to 5 points</p>

DESCRIPTION OF CRITERIA	AVAILABLE POINTS
<ul style="list-style-type: none"> • partnerships (e.g., private, district, local community) which will ensure that the project meets community needs • an explanation of how these partnerships benefit disadvantaged communities • an explanation on the anticipated outcome of these partnerships 	
<p>Generated from previous planning award</p> <p>To receive the point allotment for this criterion, an applicant must demonstrate the application was generated from one of the following programs:</p> <ul style="list-style-type: none"> • FEMA Hazard Mitigation Assistance Project Scoping award • BRIC non-financial Direct Technical Assistance • Other state or federal planning grant award • Resilient NJ 	<p>Up to 5 points</p>
<p>Project Status</p> <p>To receive the total allotment for this criterion, the applicant must demonstrate that the project is "Shovel Ready." A project is considered shovel ready when planning and engineering is advanced enough that, with sufficient funding, construction can begin within a short time.</p>	<p>Up to 5 points</p>