

# Resilient NJ

Regional Planning  
for a Stronger New Jersey

## Application Checklist:

- Proposal Narrative
  - Describe region
  - Detail damage from storms or future risk
  - Identify LMI and socially vulnerable populations within region
- Letters of Commitment
  - From Prime Grantee
  - From each local government entity
  - From a community based organization
- Affidavit of Duplication of Benefits from each Regional Team member
- Budget
  - List all staff that will be assigned
  - Detail all final budget calculations including rates and in-kind contributions
  - Negotiated cost agreement

May 22, 2018



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## Overview

As part of the National Disaster Resilience Competition the United States Department of Housing and Urban Development (HUD) awarded New Jersey with a grant to advance regional planning initiatives in the nine counties designated Most Impacted and Distressed from Hurricane Sandy by HUD. Through the Resilient NJ program, the New Jersey Department of Environmental Protection (DEP) will fund Regional Teams, Consultant Teams, and Non-Governmental Organizations to participate in a comprehensive planning process. The process will result in the development of Regional Resilience and Adaptation Action Plans (Action Plans) and in Regional Teams implementing selected actions from these plans. This application outlines the general structure of the program and the specific rules and requirements for the Regional Team grants.

Resilient NJ will bring together collaborative teams of municipalities and local stakeholders (Regional Teams) with dynamic multi-disciplinary teams of planners, engineers, ecologists, designers, and other experts (Consultant Teams) to address flood-related hazards at a regional scale in both riverine and coastal communities. DEP will pair the Regional Teams with Consultant Teams to assist in the planning and implementation of the Action Plans. Up to 5 Regional Teams will be funded under this grant program. Grants will be between \$100,000 and \$200,000; the award amount to be based on the proposed budget submitted with the application.

## Program Objectives

The Program seeks to fund collaborative regional planning projects that will:

- Identify and address gaps in flood resiliency planning within selected regions;
- Reach underserved populations; ensure representation and participation from socially vulnerable populations, and address their needs and risks;
- Develop innovative and implementable solutions that increase flood resilience in both the short- and long-term;
- Implement or advance prioritized actions that will reduce the risk of flood-related hazards to the region;
- Enhance the value and integrity of the ecological, recreational, and economic resources in the regions;
- Ensure collaboration among a wide variety of stakeholders.



## Program Structure

DEP will provide funds to regional teams, consultant teams, and non-governmental entities with technical expertise to participate in regional resilience adaptation planning and actions.

### Regional Teams

The project area will be determined by the boundaries of the participating municipal governments in the Regional Team. Regional Teams will include at least 3 contiguous municipalities, and at least 1 community-based organization. Regional Teams may include other local stakeholders eligible for the program. The Regional Teams will be responsible for actively working with the Consultant Teams in a collaborative process to identify regional assets, engage the local communities, set resilience priorities, select a community-supported comprehensive resilience and adaptation strategy, and work with the consultants to execute selected actions from that strategy. Each Regional Team must have lead community or Prime, which must be eligible to receive and distribute grants from the state.

### Consultant Teams

Teams of planners, engineers, designers, scientists, and other experts will work collaboratively with the Regional Teams to develop the Actions Plans, and implement the selected actions. Consultant Teams will be retained directly by DEP and should not be included in this application. An RFP for the Consultant Teams will be posted in the coming months. Individuals who would like to stay informed about future opportunities can sign up for the program listserv on the Resilient NJ website.

### NJ DEP, Office of Coastal Land Use Planning (OCLUP)

As the grantor, OCLUP will oversee the planning and implementation process to ensure grant requirements and program objectives are being met. OCLUP will provide some assistance in providing data, models, cost-benefit assessment methodology, and other technical support as needed.

### Programmatic Assistance

In late summer 2018, DEP will post a grant opportunity for non-government organizations to provide programmatic assistance to OCLUP, as needed, for the duration of Phase I and Phase II. This assistance may include help with communications and outreach, scientific or technical reviews, or other relevant analysis that meets the program objectives. The details of this opportunity will be posted in the NJ Register. Individuals who would like to stay informed about this grant opportunity can sign up for the program listserv on the Resilient NJ website.

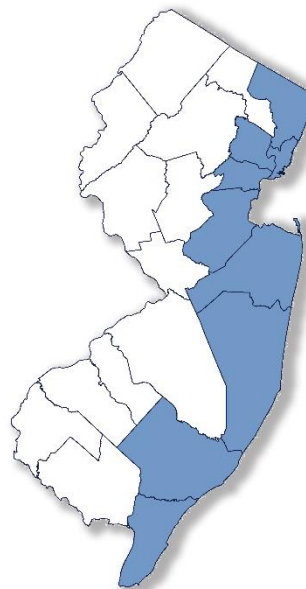


## Who May Apply?

Applicants must represent multi-municipal regions within Bergen, Hudson, Essex, Union, Middlesex, Monmouth, Ocean, Atlantic, and Cape May Counties.

Teams must include at least 4 members:

- At least 3 contiguous municipalities
- At least 1 community-based organization (CBO)<sup>1</sup> that represents underrepresented or socially vulnerable population(s).
- One entity listed as the Prime, who is eligible to receive and distribute grants from the state.



Regional Team applicants are encouraged to include partners beyond these minimum requirements. Additional partners may include other municipalities and other community-based organizations, counties, regional planning commissions, utility authorities, or other similar entities. Any of these entities may be the Prime.

## What is the Prime?

For the purposes of this award, a single entity representing the region should be identified as the Prime. The Prime may be a municipality, a county, a CBO, or regional municipal organization, such as a regional planning commission, utility authority, or other similar entity. The Prime is considered the grant applicant and is responsible for meeting the requirements of the grant agreement. Grant funding may be used to pay expenses of the Prime related to the administration of the grant agreement.

If selected, the entity identified as the Prime will be responsible for receiving grant funds from DEP and distributing the funds to the other regional partners.

In addition to participating in Program meetings and activities, the Prime will be responsible for:

- Coordinating regional team members, ensuring participation at meetings and events;
- Grant management through SIROMS online grant management software;
- Distributing reimbursement funds to regional participants;
- Submitting monthly progress reports for the region;
- Maintaining the appropriate records for the Program;
- Collecting and submitting documentation for reimbursement on at least a quarterly basis.

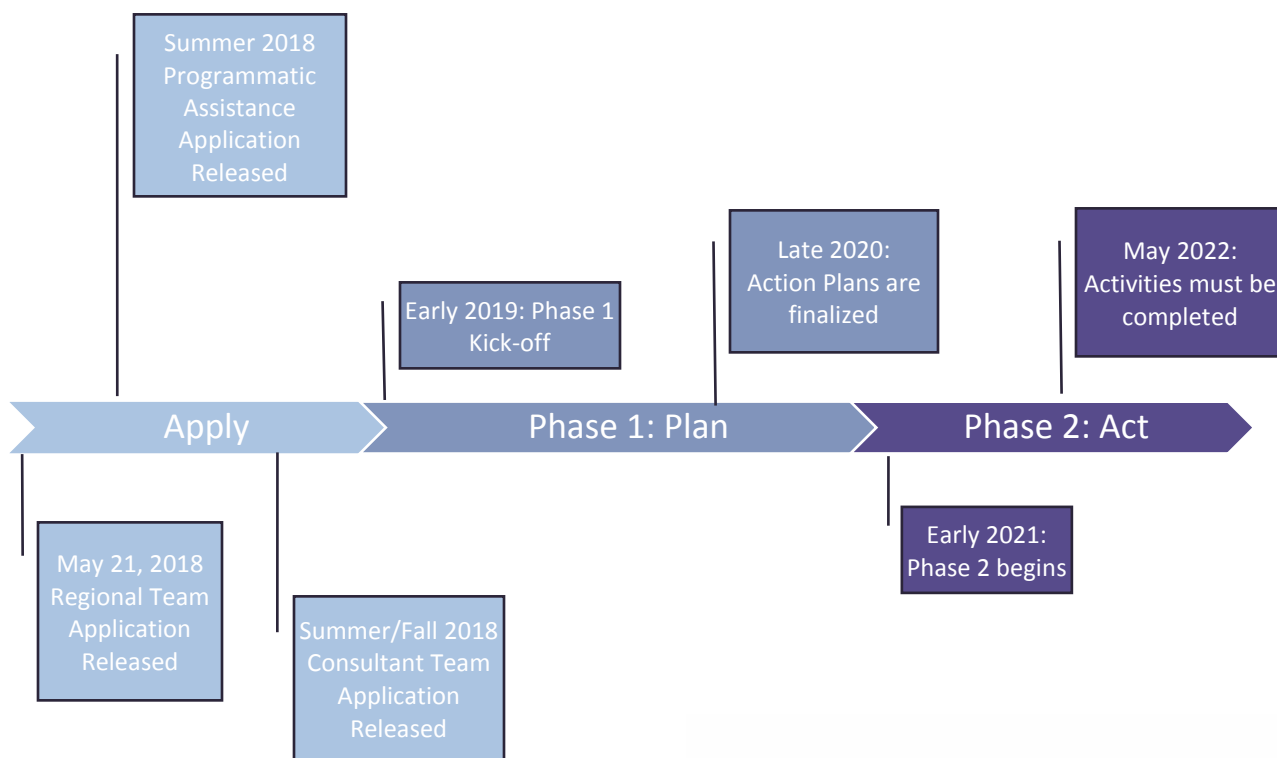
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<sup>1</sup> For the purposes of the Program, a CBO is considered a 501(c)3 organization that serves the community.



## Project Timeline

The Regional Team grant applications must be received by July 20<sup>th</sup>, 2018. In the coming months DEP will release an RFP to prequalify Consultant Teams to work with the Regional Teams. Once these submissions have been received and approved, there will be an opportunity for the Consultant Teams to submit proposals to work with each/any Regional Team. It is expected that this selection will occur early in 2019 to kick-off Phase 1. The program will have two phases, the planning phase and the implementation phase. The activities of each phase are described on pages 7-8 of this application. The general timeline for the program is described below.



## **What's Involved?**

### **Phase 1**

The primary purpose of these funds is to reimburse the members of the Regional Teams for active participation in regional resilience and adaptation planning. Though the Consultant Teams will be responsible for the deliverables from the program, the Regional Team members will be expected to attend project meetings with the Consultant Teams throughout Phases 1 and 2. Participants should anticipate a minimum of two hours a month for meetings for the duration of the program, though this will vary based on the specific approach used by the project team.

### **Community Outreach**

Regional Teams will help the Consultant Teams identify local stakeholders and appropriate outreach methods for community engagement. Applications must include the participation of at least one (1) local community-based organization with demonstrated capability to engage members of the public from neighborhoods or communities within the project area, particularly those that are socially vulnerable or underrepresented. It is recommended that applicants partner with multiple CBOs, as needed, to effectively accomplish this task. Feedback and engagement with the communities will be expected at every stage of the project including, but not limited to, identifying community assets.

### **Asset Identification and Risk Assessment**

Regional Teams will work with the Consultant Teams and OCLUP to map community assets, identify socially vulnerable populations, as well as existing planning and policy gaps. Assets are places or facilities where economic, environmental, and social functions of the community occur, or are critical infrastructure required to support those functions. Assets are also features that the community values. They include facilities, institutions, or networks that are essential to day-to-day life, rapid disaster recovery, and long-term resilience of the community and range from commercial areas, neighborhoods, schools, and healthcare facilities, to infrastructure, natural habitats, and cultural resources. It is expected this task will involve significant public input.

### **Resiliency Scenarios**

The flood risks faced by most New Jersey communities are multi-faceted and cannot be addressed through a single action. For this reason, Resilient NJ seeks to help communities develop a diverse set of projects to reduce the risk of future flood-related hazards. In coordination with the Regional Teams, the Consultant Teams will propose multiple “scenarios”, each of which will include a strategic suite of projects and mitigation actions that meet local priorities and address the specific risks and unique vulnerabilities of the region. For example, one scenario could be to protect all assets to projected flooding for 2100, plus freeboard. Another scenario might limit the types of projects to only structural solutions or only non-structural solutions. DEP will not prescribe the details of any scenario, but will give guidance on what storms or measure of sea level rise to plan for.



### **Creating the Plan**

The scenarios will be analyzed for the collective impact they will have on the region. As part of the presentation of the scenarios, the Consultant Teams will provide a detailed cost-benefit analysis on the suite of strategies to illustrate their collective risk reduction potential, potential hurdles and challenges, estimated costs, and environmental and socioeconomic impacts. The proposed scenarios will be reviewed and prioritized by the Regional Teams, with input from community and stakeholder engagement. After a suite of actions is finalized by the Regional Teams, the Consultant Teams will prepare the Action Plans for review by the Regional Teams and DEP. It is recommended, but it will not be required, that the Action Plans be adopted by the local governments.

## **Phase 2**

### **Implementation of Projects and Actions**

As part of the budget for the Consultant Teams there will be funds set aside for implementing activities included and prioritized through the Action Plan. The allocation of the Phase 2 money will be determined by the Regional Teams and the Consultant Teams, in coordination with DEP. Some teams may select to invest in advancing a single regional initiative. Others may implement several small activities to increase potential collective impact. However, project selection must be based, at least in part, on the Cost Benefit Analysis and Action Plan prioritization.

It is the responsibility of the Consultant Teams to execute the activities in Phase 2. The Regional Teams are responsible for continued attendance at meetings, providing guidance and oversight to ensure the projects have local support, and facilitating community engagement opportunities. The selected activities must comply with HUD rules and regulations, which require that these funds be used for “planning only” activities as described on page 9. It is estimated that Phase II will begin in late 2020 and all projects must be finished by May 2022.





## What Can the Funds be Used for?

### What types of expenses qualify under the grants?

The grants awarded to successful applicants will reimburse staff time and expenses (fringe, travel, indirect, supplies), up to the awarded amount, for participation in both phases of the Resilient NJ program. Please note, any town that wishes to reimburse a consultant for their time must procure that firm or individual under a process specific to their participation in Resilient NJ and compliant with HUD procurement regulations. If they participate, but are not separately procured, they can be considered in-kind services in the project budget.

### What types of actions are can be implemented in Phase II?

Phase II will fund projects identified and prioritized in Phase I. These projects must advance the overall adaptation priorities and goals outlined in the Action Plan and should advance resiliency for the region. Additionally, the projects in Phase II must comply with HUD requirements for “Planning-Only Activities”, which include data gathering, studies, analysis, and preparation of plans. Unfortunately, given the restrictions from HUD, the funds cannot be used for creating engineering or architectural drawings in support of construction. However, these funds can be used to advance analysis for long-range planning and solutions.

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

- Infrastructure Assessment and Planning (Critical, Transportation, Civic)
- Municipal Master Plan Improvements
- Ordinance Updates
- Evacuation and Emergency Communications Planning
- Emergency Operations Planning
- Micro-grid Planning
- Historic Preservation Study
- Capital Improvement Planning
- Regional Green Infrastructure Planning
- Living Shoreline Concept Design/Analysis
- Regional Shoreline Protection Planning
- Bank Stabilization Concept Design
- CRS Program and Application/Credit Development
- Communication and Outreach Planning
- Culvert Improvement Planning
- Regional Stormwater Management Planning
- Infrastructure/Utility Relocation Planning
- Energy Redundancy Planning
- Planning for Critical Facilities or Asset Relocation or Hardening



## Application Requirements

To be considered for funding, applicants must include all the following:

- **Proposal Narrative**
  - Each application must include a narrative describing the region, noting its past experience with, and current risk to, floods and flood-related hazards, and address the project objectives, as well as the scoring criteria listed on page 10. This narrative must include the identification of socially or underrepresented populations within the region.
- **Duplication of Benefits Affidavit**
  - Signed Duplication of Benefits form signed by an authorized representative of each participating entity that may receive funds from the Program.
- **Letters of Commitment** (*Please use Appendix D: Letters of Commitment*)
  - From the Prime for the region. The Prime may be a municipality, a county, or regional municipal organization, such as a regional planning commission, utility authority, CBO, or other similar entity;
  - From each Regional Team member indicating agreement with the identification of the Prime;
  - From at least 1 community-based organization active within the participating municipalities. This letter should acknowledge the organization's role to, at a minimum, assist with community outreach.
- **Budget Proposal** (*Please use Appendix C: Budget Template*)
  - List name and title for every individual from each municipality, county, CBO, or other partner, who will actively participate in the project; their hourly rate including fringe benefits and indirect costs, and the number of hours anticipated for the project.
  - Consultant fees are not reimbursable under this Program unless secured through a procurement process specifically for this program and compliant with HUD regulations. If towns choose to include outside consultants without using a new procurement process, they can be included within the budget as in-kind services.
  - There is no in-kind match required; prioritization will be given during scoring for those applicants that include in-kind services in the budget. Any staff, volunteer, or consultant time that will be provided as in-kind services should also be included in the project budget.
  - It is expected that the Prime will incur costs for managing the Regional Team and the grant documentation. This effort should be reflected in the proposed budget.
  - Indirect, fringe benefits, or administrative costs should be estimated using an approved negotiated cost agreement. Entities that do not have such an agreement can elect to charge a de minimis rate at 10% of modified total direct costs. If available, please attach a copy of the agreement to the application submission.
  - The total proposed costs will not be used to score the applications, but will be used to determine the final amount of the award.



## How to Put Together a Winning Application

Resilient NJ is seeking applications that demonstrate a commitment to the project objectives and an interest in developing innovative regional solutions to riverine and/or coastal flooding. Applications will be scored and ranked based on the criteria below. The maximum score is 100 points.

### **Demonstration of need (40 points)**

- Describe why your region has a particular need for outside resources in order to build resilience for your communities. You may include a description of past disasters and/or demonstration of threat from future disasters.
- Provide a detailed description of socially vulnerable populations located within the project area and impact of past events on these populations. See **Appendix A: Identification of Socially Vulnerable Populations**
- Highlight areas within the proposed project area that qualify as Low Moderate Income by using the attached list of LMI populations in Appendix A.

### **Demonstration of capacity (40 points)**

- Collaborating on a regional scale can be difficult. Please describe each regional participant's history of working with other municipalities on a project;
- Describe the Prime's experience participating in, and completing, planning projects, particularly those funded by grants from the state or federal government;
- Describe past and current support of and work with socially vulnerable communities within the proposed project area;
- Engagement with local community members will be an important part of this planning process. Please describe measures that your region would take to get local participation.
- Describe the provision of in-kind services as demonstrated in the project budget.

### **Regional Description (20 points)**

- Describe other attributes that make planning in your region unique. These attributes could be physical, environmental, socioeconomic, legal, or anything else that you feel makes planning in your region different than in other parts of New Jersey.

**NOTE:** DEP may supplement its review of submitted information by using tools and information on social vulnerability, current and projected flood hazards, and existing vulnerability assessments.



## **Application Submission**

Both electronic and hard copies of the application are required. **One electronic copy** of the application must be submitted to DEP at [ResilientNJ@dep.nj.gov](mailto:ResilientNJ@dep.nj.gov) by **12:00 P.M. EST on July 20, 2018** to be eligible for funding. Additionally, three hard copies of the application and all the required documentation **postmarked on or before 12:00 P.M. EST on July 20, 2018** must be sent to:

Attn: Carmen Valentin  
New Jersey Department of Environmental Protection  
Office of Coastal and Land Use Planning  
P.O. Box 420 Mail Code 401-07B  
Trenton, NJ 08625-0420

A notice of receipt for both the hardcopies and electronic copies will be provided to the applicant by email. An applicant that submits an incomplete application shall be deemed ineligible.

Problems with electronic submission of the application should be directed to Carmen Valentin at [ResilientNJ@dep.nj.gov](mailto:ResilientNJ@dep.nj.gov), who can also be contacted at (609) 984-0058 from Monday through Friday, 9:00 am to 4:00 pm. All other inquiries regarding the application process must be submitted in writing to the email address above.



## **Requirements for Final Approval and Funding**

Prior to award each entity must certify this program does not duplicate any previously awarded funds for similar activities. A duplication of benefits would be considered previous participation in a large multi-municipal planning effort focused on addressing climate change and future flooding through planning. Participation in county hazard mitigation plans, local community vulnerability assessments, or most other activities related to the Post-Sandy Planning Assistance Grant Program are not considered duplication of benefits given Resilient NJ's focus, objectives, and approach.

Additionally, successful applicants will have to comply with CDBG requirements, each entity should review the CDBG-DR provisions for sub-recipient agreement on the Resilient NJ website to ensure an understanding of the stated rules and regulations.

Prior to final approval and the award of funding, all participating municipalities will need to provide:

- a. Adopted resolutions authorizing them to enter into the grant agreement. A sample template is available on the Program website.
- b. Copy of most recent Grant Recipient Audit Report submitted to the NJ DCA, Division of Local Government Services.
- c. The federal negotiated cost rate sheet or other documentation for the submitted rates.
- d. A written and adopted Citizen Participation Plan that describes the process for citizens to participate in CDBG-DR Sandy recovery programs. The applicant may adopt the state's in full or write their own: [http://www.renewjerseystronger.org/wp-content/uploads/2014/11/CITIZEN\\_PARTICIPATION\\_PLAN\\_3-13-13.pdf](http://www.renewjerseystronger.org/wp-content/uploads/2014/11/CITIZEN_PARTICIPATION_PLAN_3-13-13.pdf).
- e. An executed memorandum of agreement, shared services agreement, or other such legal document that recognizes the authority of the Prime to share awarded funds.



## **Frequently Asked Questions**

### **Our town has already done so many plans after Sandy, why should we do another one?**

Resilient NJ builds on other planning initiatives you may have participated in, but is different because:

- The Program focuses on self-determined regions, which makes it easier to address issues that extend along shared coastlines, watersheds, infrastructure systems, and economies. It allows regions to identify shared resources, consider shared services, and develop solutions that are an appropriate scale to address the risk posed by flooding.
- Resilient NJ has newly developed modeling that illustrates potential future flooding due to climate change in riverine communities for planning purposes.
- The program uses a unique approach to a regional asset-based risk assessment that informs strategic resiliency planning. The approach goes beyond assessments typically performed in Getting to Resilience plans, Hazard Mitigation Plans, Strategic Recovery and Resiliency Plans, Rebuild by Design, or other flood vulnerability assessments.
- The program has a core focus on engaging and incorporating the needs of socially vulnerable populations into the developed resilience strategies.
- Unlike other programs, this program has dedicated funds to implement actions developed through the planning phase.

### **We participated in something that sounds similar, how do we determine if we are eligible?**

As a HUD funded initiative, Resilient NJ cannot reimburse participants who have participated in similar regional resiliency initiatives. To determine if this grant may be considered a duplication of benefits, please review the HUD guidance published on page 71060 of the Federal Register Volume 76, No. 221 from November 16<sup>th</sup>, 2011. As part of the application, all members of the Regional Team will need to submit the Duplication of Benefits affidavit from Appendix B signed by an authorized representative. A Microsoft Word version is available on the Resilient NJ website.

### **Does our region get an advantage if we know what projects we want to do?**

Projects for the implementation phase of the program will be identified as part of the Phase 1 Planning process; planning and implementation priorities are driven by the Regional Teams. If Regional Teams have projects that they have already identified as priorities for future resilience, those will be considered in the planning phase. However, previously identified projects will not be considered as part of the application process.



**How do the Consultant Teams we will work with get chosen?**

There will be an Request for Proposals posted by the NJ Department of Treasury to prequalify teams of consultants for the Resilient NJ program. After being evaluated, the qualified Consultant Teams will be given an opportunity to bid on the Regional Projects. This process will be overseen by DEP in conjunction with the Department of the Treasury. Regional Teams are not responsible for the selection of the Consultant Teams.

**Can I include proposal costs (e.g. grant writer fees) in the project budget?**

In no event will DEP be responsible for any proposal preparation costs.

**Our town uses a consultant for engineering, planning and/or other technical services. Are these individuals eligible for reimbursement for participation in the program?**

Per HUD rules, consultants are not able to use existing contracts for reimbursement under this program. Any town that wishes to reimburse a consultant for their time must procure that firm or individual under a process specific to their participation in Resilient NJ and compliant with HUD procurement regulations. However, towns have the option to include consultants as in-kind match in the budget sheet. In-kind match is not required, but will be taken into consideration in the scoring of the applications.



**Where do I go if I have more questions?**

Please check out the Resilient NJ website [www.nj.gov/dep/oclup/resilientnj/](http://www.nj.gov/dep/oclup/resilientnj/) for more information about the program. There will be three Question and Answer sessions, the dates and locations are below. Outside of these sessions, all questions must be received in writing so they can be responded to and posted on the program website. Unfortunately, staff at DEP is not able to answer any questions about the grant application process over the phone; please direct questions to [resilientnj@dep.nj.gov](mailto:resilientnj@dep.nj.gov). All questions must be received in writing by 12:00 pm on June 29<sup>th</sup>, 2018 so they can be responded to and posted on the program website.

**May 29<sup>th</sup>, 2018**

*11:00 AM – 1:00 PM*

May's Landing Public Library  
50 Farragut Ave.  
Mays Landing, NJ 08330

**June 6<sup>th</sup>, 2018**

*1:00 PM – 3:00 PM*

Howell Library  
318 Old Tavern Road  
Howell, NJ 08330

**June 12<sup>th</sup>, 2018**

*1:30 PM – 3:30 PM*

Montclair Public Library  
Main Branch  
50 South Fullerton Avenue  
Montclair, NJ 07042





## Appendix A: Identification of Socially Vulnerable Populations

### **Purpose and Definition**

Flood events disrupt people's lives. Severe flooding requires families, businesses, and individuals to expend personal resources and effort to minimize damage, endure the storm safely, clean-up after the event, and try to return to a level of "normalcy" or increased resilience to future events. This process is different and difficult for most people, but is particularly difficult for socially vulnerable populations.

A core objective in resiliency planning is to reduce the burden on local resources, residents, and businesses during and after an event. To achieve this objective, it is important to understand the scope of needs, limitations, and resources of the populations at-risk for flood hazards. Resilient NJ seeks to ensure that the needs of all at-risk populations are fully captured and addressed in the planning process. This initiative also recognizes the importance of identifying and engaging people who, due to social, cultural, economic, and physical factors, are more vulnerable to the impacts of floods. Such characteristics help to explain why hazards impact some groups differently, even when exposure to the event is the same.

As part of the Resilient NJ application process, regional teams must identify populations within the region that would be considered "socially vulnerable." This should be included in the proposal narrative and be as descriptive and detailed as possible to include characteristics of the identified population, general location, and why they are considered "socially vulnerable" by the applicant.

Socially vulnerable populations are defined here as individuals and groups of people who are challenged in their capacity to anticipate, cope with, resist, and recover from the impact of a natural hazard based on physical or socioeconomic factors. Given the challenges of identifying these populations for community planning purposes, Resilient NJ does not seek to be prescriptive in how groups are identified or characterized, but provide guidance on the range of characteristics that may contribute to the heightened vulnerability of an individual or social group.

These populations may include individuals and families including, but not limited to, the following, and at times overlapping, characteristics:

- Age (elderly and very young)
- Environmental Justice communities
- Low income
- Limited English Proficiency
- Limited access to transportation
- Inadequate housing/shelter
- Low educational attainment
- Racial or ethnic minorities
- Households with single parent or classified as "head of household"
- Physically and mentally challenged
- Do not own home
- Unemployed
- Employed in service sector or other sector subject to long-term disruption after a disaster
- Individuals who are dependent on access to local social services for survival
- Institutionalized populations (jails, prisons, hospice, nursing homes, assisted living, mental health facilities)

## Useful Data and Tools

The list above combines characteristics outlined in a report from the United States Army Corps of Engineers “Identification and Engagement of Socially Vulnerable Populations in the USACE Decision Making Process”, and research conducted by The Heinz Center. The Heinz Center report “Human Links to Coastal Disaster” details a number of factors that may contribute to vulnerability. Both resources provide greater detail on how to identify socially vulnerable populations, in general.

For New Jersey, the best organizations to help identify these populations include: local and county emergency management officials, social service departments at the county and state, and local community-based organizations, such as those listed below. There are a few resources online that may also help generally identify the location of populations with greater vulnerability.

- The Centers for Disease Control and Prevention uses national data to create their Social Vulnerability Index (SVI): <https://svi.cdc.gov/>
- NJ Floodmapper uses national data to generate a Socioeconomic Vulnerability Layer: <http://www.njfloodmapper.org/slr/>.
- A New Jersey specific analysis was conducted at the state level by census tract, which can be found on the NJ Adapt Website or at this direct url: <http://njadapt.rutgers.edu/docman-lister/conference-materials/132-populations-vulnerable-to-climate-change-report/file> .
- Attached is a map of block groups where at least 51 percent of the households qualify as Low or Moderate Income (LMI) and a list of the towns that contain those block groups.

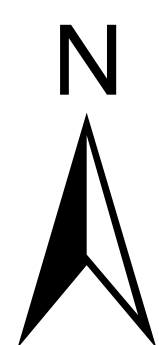
## Community-Based Organizations

It is understood that municipalities, counties, and other governmental entities are limited in resources and capabilities to identify and engage every potential individual, family, business, or community that displays the characteristics outlined above. Resilient NJ seeks to create new and/or leverage existing public-private partnerships by awarding funds for 501(c)3 organizations to participate in this program and help incorporate considerations of these populations into the planning process.

A successful application for Resilient NJ will include a partnership with an organization that demonstrates its capacity and experience to represent individuals or families that possess some of the characteristics listed above within the region identified through the application. Applicants are strongly encouraged to include more than 1 organization in the team. Any 501(c)3 organization that provides social or cultural services to these populations will qualify. Examples of types of organizations that may be effective include, but are in no way limited to:

- Community development organizations
- Local advocacy or citizen groups
- Children advocacy organizations
- Shelters and transitional housing organizations
- Food banks and food pantries
- Local disaster relief organizations
- Spiritual and cultural institutions/organizations
- Housing advocacy organizations
- Veteran organizations
- Disability rights and support organizations

# LMI HUD Block Groups

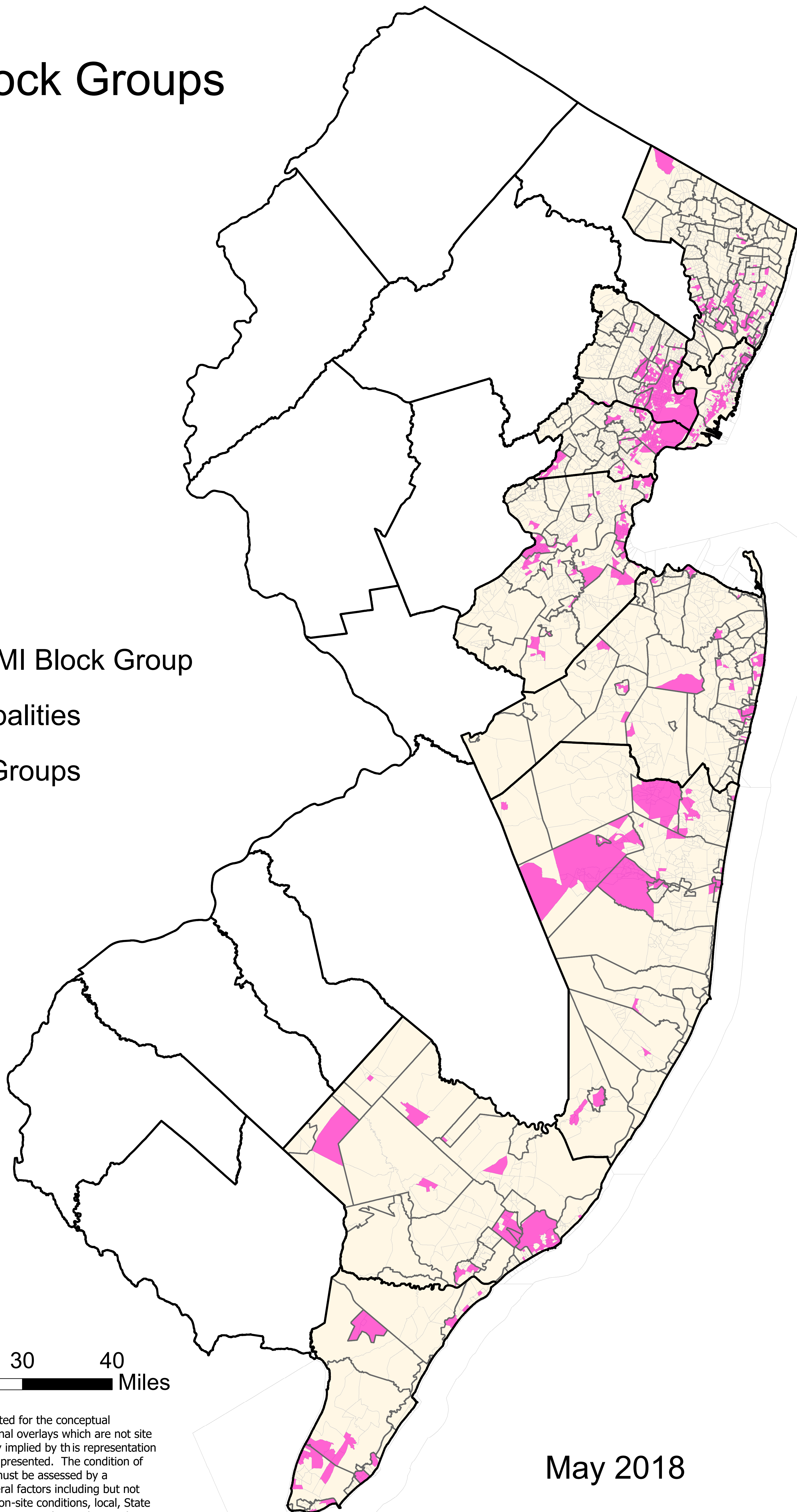


-  HUD LMI Block Group
-  Municipalities
-  Block Groups

0 5 10 20 30 40 Miles

The information depicted upon this map is presented for the conceptual development of a land use plan. It presents regional overlays which are not site specific. No representation is explicitly or implicitly implied by this representation as to the site-specific accuracy of the information presented. The condition of any area appearing suitable for an intended use must be assessed by a comprehensive due diligence investigation of several factors including but not limited to a Natural Resource Inventory, physical on-site conditions, local, State and Federal requirements, approvals, status of any outstanding violation, the past uses and possible residual contamination of a site. Refer to the source layer metadata for detail descriptions of the data attribute and spatial extent limitations.

May 2018



Communities in New Jersey  
that contain at least 1 block group  
that qualifies as LMI under HUD definition

| Municipality           | County   |
|------------------------|----------|
| ATLANTIC CITY          | ATLANTIC |
| BRIGANTINE CITY        | ATLANTIC |
| BUENA VISTA TWP        | ATLANTIC |
| EGG HARBOR CITY        | ATLANTIC |
| EGG HARBOR TWP         | ATLANTIC |
| GALLOWAY TWP           | ATLANTIC |
| HAMILTON TWP           | ATLANTIC |
| HAMMONTON TOWN         | ATLANTIC |
| MULLICA TWP            | ATLANTIC |
| PLEASANTVILLE CITY     | ATLANTIC |
| SOMERS POINT CITY      | ATLANTIC |
| VENTNOR CITY           | ATLANTIC |
| BERGENFIELD BORO       | BERGEN   |
| CLIFFSIDE PARK BORO    | BERGEN   |
| DUMONT BORO            | BERGEN   |
| ELMWOOD PARK BORO      | BERGEN   |
| EMERSON BORO           | BERGEN   |
| ENGLEWOOD CITY         | BERGEN   |
| ENGLEWOOD CLIFFS BORO  | BERGEN   |
| FAIR LAWN BORO         | BERGEN   |
| FAIRVIEW BORO          | BERGEN   |
| FORT LEE BORO          | BERGEN   |
| GARFIELD CITY          | BERGEN   |
| HACKENSACK CITY        | BERGEN   |
| HASBROUCK HEIGHTS BORO | BERGEN   |
| LEONIA BORO            | BERGEN   |
| LITTLE FERRY BORO      | BERGEN   |
| LODI BORO              | BERGEN   |
| MAHWAH TWP             | BERGEN   |
| MOONACHIE BORO         | BERGEN   |
| NEW MILFORD BORO       | BERGEN   |
| PALISADES PARK BORO    | BERGEN   |
| RIDGEFIELD BORO        | BERGEN   |

|                         |          |
|-------------------------|----------|
| RIDGEFIELD PARK VILLAGE | BERGEN   |
| RIVER EDGE BORO         | BERGEN   |
| RUTHERFORD BORO         | BERGEN   |
| TEANECK TWP             | BERGEN   |
| Municipality            | County   |
| TENAFLY BORO            | BERGEN   |
| WALLINGTON BORO         | BERGEN   |
| WESTWOOD BORO           | BERGEN   |
| CAPE MAY CITY           | CAPE MAY |
| LOWER TWP               | CAPE MAY |
| MIDDLE TWP              | CAPE MAY |
| NORTH WILDWOOD CITY     | CAPE MAY |
| OCEAN CITY              | CAPE MAY |
| WILDWOOD CITY           | CAPE MAY |
| WOODBINE BORO           | CAPE MAY |
| BELLEVILLE TWP          | ESSEX    |
| BLOOMFIELD TWP          | ESSEX    |
| CITY OF ORANGE TWP      | ESSEX    |
| EAST ORANGE CITY        | ESSEX    |
| IRVINGTON TWP           | ESSEX    |
| MILLBURN TWP            | ESSEX    |
| MONTCLAIR TWP           | ESSEX    |
| NEWARK CITY             | ESSEX    |
| NUTLEY TWP              | ESSEX    |
| VERONA TWP              | ESSEX    |
| WEST ORANGE TWP         | ESSEX    |
| BAYONNE CITY            | HUDSON   |
| EAST NEWARK BORO        | HUDSON   |
| GUTTENBERG TOWN         | HUDSON   |
| HARRISON TOWN           | HUDSON   |
| HOBOKEN CITY            | HUDSON   |
| JERSEY CITY             | HUDSON   |
| KEARNY TOWN             | HUDSON   |
| NORTH BERGEN TWP        | HUDSON   |
| SECAUCUS TOWN           | HUDSON   |

|                         |           |
|-------------------------|-----------|
| UNION CITY              | HUDSON    |
| WEEHAWKEN TWP           | HUDSON    |
| WEST NEW YORK TOWN      | HUDSON    |
| CARTERET BORO           | MIDDLESEX |
| EAST BRUNSWICK TWP      | MIDDLESEX |
| EDISON TWP              | MIDDLESEX |
| HIGHLAND PARK BORO      | MIDDLESEX |
| JAMESBURG BORO          | MIDDLESEX |
| MILLTOWN BORO           | MIDDLESEX |
| MONROE TWP              | MIDDLESEX |
| NEW BRUNSWICK CITY      | MIDDLESEX |
| NORTH BRUNSWICK TWP     | MIDDLESEX |
| OLD BRIDGE TWP          | MIDDLESEX |
| PERTH AMBOY CITY        | MIDDLESEX |
| PISCATAWAY TWP          | MIDDLESEX |
| SAYREVILLE BORO         | MIDDLESEX |
| SOUTH AMBOY CITY        | MIDDLESEX |
| SOUTH RIVER BORO        | MIDDLESEX |
| SPOTSWOOD BORO          | MIDDLESEX |
| WOODBIDGE TWP           | MIDDLESEX |
| ASBURY PARK CITY        | MONMOUTH  |
| ATLANTIC HIGHLANDS BORO | MONMOUTH  |
| BELMAR BORO             | MONMOUTH  |
| BRADLEY BEACH BORO      | MONMOUTH  |
| COLTS NECK TWP          | MONMOUTH  |
| EATONTOWN BORO          | MONMOUTH  |
| FREEHOLD BORO           | MONMOUTH  |
| FREEHOLD TWP            | MONMOUTH  |
| HOWELL TWP              | MONMOUTH  |
| KEANSBURG BORO          | MONMOUTH  |
| KEYPORT BORO            | MONMOUTH  |
| LONG BRANCH CITY        | MONMOUTH  |

|                           |          |
|---------------------------|----------|
| MANALAPAN TWP             | MONMOUTH |
| NEPTUNE TWP               | MONMOUTH |
| OCEAN TWP                 | MONMOUTH |
| RED BANK BORO             | MONMOUTH |
| BARNEGAT TWP              | OCEAN    |
| BEACHWOOD BORO            | OCEAN    |
| BERKELEY TWP              | OCEAN    |
| BRICK TWP                 | OCEAN    |
| LAKEHURST BORO            | OCEAN    |
| LAKEWOOD TWP              | OCEAN    |
| LAVALLETTE BORO           | OCEAN    |
| LITTLE EGG HARBOR TWP     | OCEAN    |
| LONG BEACH TWP            | OCEAN    |
| MANCHESTER TWP            | OCEAN    |
| PLUMSTED TWP              | OCEAN    |
| POINT PLEASANT BEACH BORO | OCEAN    |
| SEASIDE HEIGHTS BORO      | OCEAN    |
| SEASIDE PARK BORO         | OCEAN    |
| SOUTH TOMS RIVER BORO     | OCEAN    |
| STAFFORD TWP              | OCEAN    |
| TOMS RIVER TWP            | OCEAN    |
| TUCKERTON BORO            | OCEAN    |
| ELIZABETH CITY            | UNION    |
| HILLSIDE TWP              | UNION    |
| LINDEN CITY               | UNION    |
| PLAINFIELD CITY           | UNION    |
| RAHWAY CITY               | UNION    |
| ROSELLE BORO              | UNION    |
| ROSELLE PARK BORO         | UNION    |
| SUMMIT CITY               | UNION    |
| UNION TWP                 | UNION    |

## Appendix B: Duplication of Benefits Affidavit



prosecution under the law, and disqualification from future participation awards of CDBG-NDR funds in New Jersey.

By: \_\_\_\_\_

Signature - Authorizing Official (or Representative)

\_\_\_\_\_

Print Name

\_\_\_\_\_

Title

\_\_\_\_\_

Date



## Appendix C: Budget Template

The following pages provide the budget template for the Resilient NJ Regional Team Grant application, an .xls workbook can be downloaded directly from the Resilient NJ website:

[www.nj.gov/dep/oclup/resilientnj/](http://www.nj.gov/dep/oclup/resilientnj/)











## Appendix D: Letters of Commitment

Attached are sample letters of commitment that can be used for submission for the Resilient NJ Regional Team Grant application. Microsoft word files of these sample letters are available for download on the Resilient NJ website: [www.nj.gov/dep/oclup/resilientnj/](http://www.nj.gov/dep/oclup/resilientnj/).

## MUNICIPALITY LETTERHEAD

Date: \_\_\_\_\_

Nick Angarone  
New Jersey Department of Environmental Protection  
Coastal Management Program  
Office of Coastal and Land Use Planning  
P.O. Box 420 Mail Code 401-0420  
Trenton, NJ 08625-0420

Subject: Resilient NJ Grant Program Opportunity -  
Authorization and Letter of Commitment to Participate - [Municipality Name]

Dear Mr. Angarone:

Per the requirements of the Notice of Fund Availability (NOFA) published in the NJ Register on May 21, 2018, [Municipality Name] is committed to participating in the Resilient NJ Planning Grant Program to undergo a comprehensive planning approach to identify and address vulnerabilities to increased flood risk, protection of environmental resources, and promotion of sustainable/smart growth development. By way of this letter, [Municipality Name] agrees to the following:

- Fulfill the requirements of the NOFA as the Prime, which is the single entity representing the region. The Prime is considered the applicant and is responsible for meeting the requirements of the grant agreement. In addition to participating in Program meetings and activities, the Prime will be responsible for:
  - Coordinating regional team members, ensuring participation at meetings and events;
  - Collecting and submitting documentation for reimbursement on at least a quarterly basis;
  - Grant management through SIROMS;
  - Distributing reimbursement funds to regional participants;
  - Submitting monthly progress reports for the region;
  - Maintaining the appropriate records for the Program and making them available to state and federal officials for auditing purposes;
- Provide leadership and guidance for the regional team;
- Provide data and information as requested;
- Provide meeting support, space, and resources as needed.

Sincerely,

\_\_\_\_\_  
(Signature & Title of Responsible Party)

\_\_\_\_\_  
(Print name)



## MUNICIPALITY LETTERHEAD

Date: \_\_\_\_\_

Nick Angarone  
New Jersey Department of Environmental Protection  
Coastal Management Program  
Office of Coastal and Land Use Planning  
P.O. Box 420 Mail Code 401-0420  
Trenton, NJ 08625-0420

Subject: Resilient NJ Grant Program Opportunity -  
Authorization and Letter of Intent to Participate - [Municipality Name]

Dear Mr. Angarone:

Per the requirements of the Notice of Fund Availability (NOFA) published in the NJ Register on May 21, 2018, [Municipality Name] is committed to participating in the Resilient NJ Planning Grant Program to undergo a comprehensive planning approach to identify and address vulnerabilities to increased flood risk, protection of environmental resources, and promotion of sustainable/smart growth development. By way of this letter, [Municipality Name] agrees to the following:

- Fulfill the requirements of the NOFA as a Regional Team member by:
  1. Supporting the Regional Team Prime in their role as the single entity representing the region and who is responsible for coordinating the activities of each team member to complete the regional action plan
  2. Actively participating in Program meetings and activities;
  3. Providing review and feedback on draft products and final deliverables
  4. Submit to the Regional Team Prime timesheets, receipts, and other documents necessary to support requests for reimbursement when requested, on a monthly basis
- Attendance at all meetings
- Engage and participate in outreach efforts
- Provide data and information as requested
- Identify potential resilience projects and initiatives
- Provide meeting support, space, and resources

Sincerely,

\_\_\_\_\_  
(Signature & Title of Responsible Party)

\_\_\_\_\_  
(Print name)

## COMMUNITY BASED ORGANIZATION LETTERHEAD

Date: \_\_\_\_\_

Nick Angarone  
New Jersey Department of Environmental Protection  
Coastal Management Program  
Office of Coastal and Land Use Planning  
P.O. Box 420 Mail Code 401-0420  
Trenton, NJ 08625-0420

Subject: Resilient NJ Planning Grant Program Opportunity -  
Authorization and Letter of Commitment to Participate - [Organization Name]

Dear Mr. Angarone:

Per the requirements of the Notice of Fund Availability (NOFA) published in the NJ Register on May 21, 2018, the Organization Name, is committed to participating in the Resilient NJ Planning Grants Program to undergo a comprehensive planning approach to identify and address vulnerabilities to increased flood risk, protection of environmental resources, and promotion of sustainable/smart growth development. By way of this letter, the Organization Name, agrees to the following:

- Assist in the identification and engagement of underrepresented community members or socially vulnerable population(s) who may not typically participate in a planning process;
- Help these community members understand the process, the importance of their participation, and how decisions emanating from the process may impact them;
- Fulfill the requirements of the NOFA as Community Based Organization (CBO) and team member by:
  1. Supporting the Regional Team Prime in their role as the single entity representing the region and who is responsible for coordinating the activities of each team member to complete the regional action plan;
  2. Actively participating in Program meetings and activities;
  3. Providing review and feedback on draft products and final deliverables;

4. Submitting to the Regional Team Prime timesheets, receipts, and other documents necessary to support requests for reimbursement when requested, on a monthly basis;
  5. Providing review and feedback on interim and final deliverables;
- Attend all meetings;
  - Provide data and information as requested;
  - Identify potential resilience projects and initiatives;
  - Coordinate and communicate with the Regional Team Prime and other team members.

Sincerely,

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(Signature & Title of Responsible Party)

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(Print name)