



Water Infrastructure Grants

FINAL GUIDELINES

**Securing Our Children's Future Bond Act
P.L. 2018, c. 119**

October 2020

NEW JERSEY DEPARTMENT OF EDUCATION

P.O. Box 500
Trenton, NJ 08625-0500

FINAL GUIDELINES
Water Infrastructure Grants
Securing Our Children’s Future Bond Act

TABLE OF CONTENTS

1. GRANT PROGRAM OVERVIEW	3
1.1 Description of Grant Program.....	3
1.2 Summary of Key Considerations	3
1.3 Eligibility to Apply	4
1.4 Eligibility Criteria and Funding	4
1.5 Important Dates.....	4
2. PROJECT GUIDELINES AND ELIGIBILITY REQUIREMENTS	5
2.1 Bond Act and Regulation Requirements.....	5
2.2 Improvements Eligible for Grant Funding.....	5
2.3 Work Deemed Ineligible.....	7
3. APPLICATION PROCEDURES	8
3.1 Number of Permissible Applications	8
3.2 Application Format	8
3.3 EWEG System Considerations	8
3.4 Application Deadline	8
4. APPLICATION COMPONENTS	8
4.1 General Considerations	8
4.2 Submission Checklist.....	9
4.3 Information to Support Drinking Water Outlet Upgrades	9
4.4 Information to Support Automatic Flushing System Installations.....	9
4.5 Information to Support Lead Service Line Replacements	10
4.6 Information to Support Well Water System Upgrades	10
4.7 Leased Facilities.....	11
4.8 NJDOE Office of School Facilities Project Application and LRFP Amendment.....	11
4.9 Sustainability Plan for Filtration and Flushing Solutions	12
4.10 A District Board of Education Resolution	12
5. APPLICATION REVIEW AND AWARD INFORMATION	12
5.1 Eligibility Review	12
5.2 Grant Funding	12
5.3 Prioritization of Applications.....	13
6. GRANT AWARD ADMINISTRATION AND OTHER INFORMATION	13
6.1 Grant Agreement Offer Letter.....	13
6.2 Updates to Draft Application Guidelines	13
6.3 Questions.....	13
APPENDIX A: APPLICATION CHECKLIST	14

FINAL GUIDELINES
Water Infrastructure Grants
Securing Our Children’s Future Bond Act

The New Jersey Department of Education (“NJDOE”), in consultation with the New Jersey Department of Environmental Protection (“NJDEP”), is issuing these Final Guidelines to inform public school districts of the grant program addressing water infrastructure as authorized by the Securing Our Children’s Future Bond Act, P.L. 2018, c.119 (“Bond Act”).

This document provides guidance to districts as they apply for a grant pursuant to the Securing Our Children’s Future Bond Act, L. 2018, c. 119, and its implementing regulations at [N.J.A.C. 6A:26A](#).

1. GRANT PROGRAM OVERVIEW

1.1 Description of Grant Program

The Bond Act provides \$100 million in grant funding for eligible work to remediate water contamination in public school districts.

1.2 Summary of Key Considerations

Grant Objective	To remediate drinking water contamination through water infrastructure improvements
Eligible Entities	Public school districts as defined in the Bond Act
Eligible Facilities	School buildings serving any combination of district students in grades kindergarten through twelve; includes district-owned buildings and leased buildings with lease terms described in Section 1.4 of these Final Guidelines
Eligible Work	For drinking water outlets with a detectable level of lead: (1) the replacement of drinking water outlets with a certified lead-free unit; (2) the installation of point-of-use treatment devices certified to reduce lead; (3) reimbursement for work described in (1) and (2), if performed on or after January 1, 2016 For whole system remediation: (1) the installation of a building wide automated flushing system; (2) lead service line replacement; (3) upgrades to non-community and non-public well systems, excluding interior piping replacement Up to 2 years of filter replacements at time of initial purchase if costs are within maximum funding allowance
Work Ineligible for Consideration	Drinking water outlets not cited in most recent water quality testing report, point-of-entry filtration systems unless part of non-community and non-public wells system upgrade as required by the NJ Safe Drinking Water Act (SDWA), building piping remediation, installation of new water outlets at new locations, water testing or studies not related to post remediation testing
Total Grant Allocation	\$100M

Funding Distribution	If total grant applications for eligible projects exceed the available amount for grant funding pursuant to the Bond Act, then the grant awards will be competitive based on several factors listed under N.J.A.C. 6A:26A-3.3(b), with the top two factors being: (1) type of and level of contamination; and (2) the grade levels serviced by the school, with highest priority to earliest grades
State Share	Target amounts based on state funding availability; Improvements to drinking water outlets: 100% up to \$6,000 per unit plus post-work testing; Whole system remediation: 100% plus post-work testing

1.3 Eligibility to Apply

The water infrastructure grant program is open to all New Jersey public school districts that operate school buildings. The grant program does not include those entities that do not meet the definition of “school district” under the Bond Act, such as charter and Renaissance schools.

1.4 Eligibility Criteria and Funding

Districts may request grant funding to remediate water contamination, as determined by water testing conducted in accordance with the NJDOE’s or Safe Drinking Water Act regulations in district school buildings serving any combination of grades kindergarten through twelve. Eligible work may address drinking water outlets and whole system remediation as identified in Section 2.2, Eligible Improvements for Grant Funding, of these Final Guidelines. **Districts may request funding to remediate any level of contamination, but if total grant applications for eligible projects exceed available funding, grants will be competitively awarded based primarily on the type of and level of contamination, in addition to other factors outlined in Section 5.4, Prioritization of Applications.**

Leased school facilities are eligible for grant consideration if (1) the lessor is a public entity, such as a school district or county college, (2) the term of the lease agreement is no less than five years with an end date no earlier than June 30, 2024, and (3) the school district is authorized to make the improvements represented in the grant application.

Subject to the availability of sufficient funds for eligible projects, drinking water outlet upgrades will be funded at 100% of the project cost, up to a maximum of \$6,000 per unit. Whole system remediation will be funded up to 100%, depending upon the proposed scope of work and funding availability. Districts may apply for reimbursement of eligible costs incurred on or after January 1, 2016.

1.5 Important Dates

Pursuant to section 4f of the Bond Act, a comprehensive list of projects eligible for grant funding must be presented to the New Jersey State Legislature for approval. Therefore, applications must be submitted within a fixed time period for NJDOE review and approval.

Applications will *not* be accepted before or after the application period. Only one grant allocation is anticipated. At this time, there are no accommodations should a district miss the submission deadline or fail to use all or part of its grant allocation.

Anticipated dates for critical milestones are noted in the box below. Additional information will be provided in the Notice of Grant Opportunity, which will be released after adoption of the regulations for the Bond Act.

Grant application period opens:	October 9, 2020
Deadline for grant application submission:	November 20, 2020

NJDOE Office of School Facilities (OSF) project applications and Long-Range Facilities Plan amendments, if required, must be submitted no later than the deadline for the grant application, but should be submitted as early as possible. When submitting an OSF project application, districts should indicate the project is connected to a Bond Act application. See Section 4.8 of these Final Guidelines for additional information.

2. PROJECT GUIDELINES AND ELIGIBILITY REQUIREMENTS

2.1 Bond Act and Regulation Requirements

Applications must be consistent with the criteria described below to be considered for water infrastructure improvement grant funding. **All requirements must be met, or the application will be deemed ineligible.**

- The proposed work directly addresses water contamination, as determined by water testing conducted in accordance with NJDOE or Safe Drinking Water Act (SDWA) regulations, and is included in the list of upgrades eligible for grant funding described in Section 2.2 of these Final Guidelines;
- Upgrades are proposed in school districts, as defined under the Bond Act, and district-owned school buildings serving students in grades kindergarten through 12;
- Reimbursement is proposed only for eligible work performed on or after January 1, 2016; and
- Work is only proposed in leased buildings if (1) the lessor is a public entity, (2) the term of the lease agreement is for a minimum of five years, with an end date no earlier than June 30, 2024, and (3) the school district is authorized to make the improvements represented in the grant application.

Water testing, conducted in accordance with NJDOE or SDWA regulations, is required for grant consideration. The most recent testing results for school drinking water quality must be submitted with the grant application; otherwise the application will be deemed incomplete

2.2 Improvements Eligible for Grant Funding

Grant funding requests for water infrastructure improvements to address water contamination in eligible district school buildings may include upgrades to drinking water outlets and whole system remediation as described in this section. All associated costs, including consultant fees, installation, refinishing work for disturbed areas, and required post-work testing are eligible, only where such costs are included in the application as part of the total project costs.

- **Improvements to drinking water outlets**

Improvements to drinking water outlets with a detectable level of lead, as demonstrated by testing conducted pursuant to N.J.A.C. 6A:26-12.4, are eligible for consideration. The improvements for cited drinking water outlets may include:

1. **The replacement of the drinking water outlet fixture** with a new unit that is certified to be lead free; and
2. **The installation of a point-of-use treatment device** that is certified to reduce lead or other contaminants in accordance with National Science Foundation/ANSI standards.

Up to two years of filter replacements may be included if such replacement filters are included in the initial purchase of the system and if the cost of the replacement filters are within the maximum per-fixture funding allowance.

Eligible drinking water outlets include drinking fountains, water coolers, kitchen plumbing outlets that deliver water used for preparing food for human consumption, and other plumbing outlets whose primary function is to deliver water for human consumption, such as standalone icemakers. All drinking water outlets located on a school site are eligible, regardless of location, if they are cited in the district's water quality testing report with a detectable level of lead. This includes exterior drinking water outlets located on athletic fields or playgrounds. Limited connected piping and ancillary plumbing materials that must be replaced to upgrade eligible drinking water outlets, such as piping, elbows, fittings, and isolation valves, and disturbed finishes are also eligible for funding consideration.

Only drinking water outlets certified to be lead-free or point-of-use treatment devices utilizing drinking water filters certified to reduce lead will be approved for reimbursement. The U.S. Environmental Protection Agency provides fact sheets on how to identify [lead free drinking water system and plumbing products](#) and [filters certified to reduce lead](#).

If installing point-of-use treatment devices, the school district must agree to: (1) implement an operation and maintenance plan to ensure the treatment devices are being properly operated and maintained; and (2) submit annual certification to the executive county superintendent attesting to adherence to the plan.

- **Whole system remediation**

Eligible whole system remediation solutions include the installation of automatic water flushing systems, or other proven technologies, lead service line replacements, and improvements to non-community and non-public wells, as demonstrated by testing conducted pursuant to N.J.A.C. 6A:26-12.4 or the SDWA.

1. **Automated water flushing systems** utilize time-operated valves that are set to flush water pipes to maintain non-detectable lead levels and mitigate other water quality conditions. The flushing reduces stagnation and built up particulates, thereby reducing the level of contaminants reaching the drinking water outlets. The frequency of the flushing depends upon the age of the plumbing, lead test results, and the location and use of the plumbing fixtures. The selected system must be capable of storing instructions and data for a minimum of 12 months, offer continuous monitoring of water quality conditions, and be capable of 10 flushing program events per day.

2. **Lead service lines**¹ providing water to district-owned school buildings are eligible for replacement. Eligible scope includes replacement of the line from the water main to the building inlet. Lead service line replacement is to be conducted in collaboration with the public water system that serves the facility, since the public water system may own a portion of the lead service line. The proposed project should include the replacement of the entire lead service line from the water main to the building even when the public water system or utility owns a portion of the lead service line, since replacing only the school district portion does not remove the entire source of lead in the service line.
3. **Installation, repair, or reconstruction of non-community and non-public well water systems**, excluding piping replacement in the distribution system, are eligible for consideration to address cited contamination within a school building or any other exceedance of a maximum contaminant level or action level, or if the system incurred a treatment technique trigger as set forth under the Federal or New Jersey Safe Drinking Water Act.

2.3 Work Deemed Ineligible

The following work is ineligible for grant funding consideration:

- Water infrastructure improvements completed prior to January 1, 2016;
- Work to be funded by debt service aid;
- Work not specifically listed as eligible for grant funding in Section 2.2 of these Preliminary Guidelines, including but not limited to upgrades to the water system piping within a school building and the installation of new water outlets and fixtures at new locations;
- Upgrades to fixtures or systems not cited for contaminants in the district’s most recent water quality testing report regardless of condition;
- Upgrades in leased facilities *except* where (1) the lessor is a public entity, such as a school district or county college, (2) the term of the lease agreement is no less than five years with an end date no earlier than June 30, 2024, and (3) the school district is authorized to make the improvements represented in the grant application;
- Upgrades in school buildings that do not serve any combination of grades K-12;
- Whole-school plumbing assessments or any services outside the program guidelines;
- Expenses incurred to complete the grant application; and
- Costs for replacement filters after initial purchase and completion of the water infrastructure improvement project funded by a grant.

¹ Pursuant to the Federal Safe Drinking Water Act a lead service line is defined as a service line made of lead which connects the water main to the building inlet and any lead pigtail, gooseneck, or other fitting which is connected to such lead line. [40 CFR 141.2] This definition includes lead lined/dipped galvanized pipe.

Please note that the inclusion of ineligible work in an application may disqualify the entire application, including eligible work, from consideration.

3. APPLICATION PROCEDURES

3.1 Number of Permissible Applications

Districts may submit one grant application that includes all eligible school buildings. Multiple applications will not be considered.

3.2 Application Format

Grant applications will be accessed through NJDOE [Homeroom](#). Detailed descriptions of the reporting requirements are provided in Section 4 of these guidelines.

Depending upon the proposed scope of work, a Long-Range Facilities Plan (LRFP) amendment and “other capital” project application to the NJDOE’s Office of School Facilities (OSF) may be required. Both should be submitted to the OSF in accordance with standard procedures. Additional information is provided in Section 4.

3.3 Application Deadline

The NJDOE administers discretionary grant programs in strict conformance with procedures designed to ensure accountability and integrity in the use of public funds. Therefore, late applications will not be accepted.

4. APPLICATION COMPONENTS

4.1 General Considerations

To apply for a water infrastructure improvement grant, applicants must prepare and submit a complete application as described in this section. The application will consist of data entry and supporting documents, and requirements will vary based on the proposed scope of work. **A checklist of application components is provided in Appendix A.** Before preparing an application, potential applicants are advised to carefully review Section 2, Project Guidelines and Eligibility Information, to ensure a full understanding of the priorities, eligibility criteria, the State’s purpose for offering the grant program, and the specific requirements to be addressed.

A Long-Range Facilities Plan (LRFP) amendment and “other capital” project application to the NJDOE’s Office of School Facilities (OSF) may be required for grant approval depending upon the proposed scope of work. If a project application to the OSF is required, the district’s LRFP must also be amended to include the proposed scope of work and address five-year reporting requirements, if applicable. See Section 4.8 of these Final Guidelines for additional information.

4.2 Submission Checklist

To submit a grant application, the applicant must confirm the application meets the eligibility and submission requirements set forth in Section 2, Project Guidelines and Eligibility Requirements, by completing an eligibility checklist. The application will only be eligible for grant consideration if the applicant is able to verify each requirement has been met.

4.3 Information to Support Drinking Water Outlet Upgrades

An application for drinking water outlet fixture upgrades in one or more buildings must include the following information for each eligible building:

- The most recent water quality testing results completed by a certified laboratory that show a detectable level of contaminants to support the proposed improvements or test results that triggered completed work if requesting reimbursement;
- The [Water Outlet Inventory and Filter Inventory](#);
- A detailed description of the proposed work or a description of completed work if requesting reimbursement;
- Estimated costs of the proposed work or dated invoices and evidence of proof of payment if requesting reimbursement for completed work;
- A water bill or other documentation indicating the public water system that serves the building(s) if applicable;
- A consultant certification verifying scope of work and costs for proposed work; and

All information must be consistent with the water quality test report; otherwise the application will be deemed ineligible.

4.4 Information to Support Automatic Flushing System Installations

An application for funding to install an automatic flushing system in one or more eligible school buildings must include the following information for each building:

- The most recent water quality testing results completed by a certified laboratory that show a detectable level of contaminants to support the proposed improvements or test results that triggered completed work if requesting reimbursement;
- The [Water Outlet Inventory and Filter Inventory](#);
- A description of the proposed scope of work or completed work if requesting reimbursement;
- Estimated costs of the proposed work or dated, detailed invoices and evidence of proof of payment if requesting reimbursement;

- A water bill or other documentation indicating the public water system that serves the building(s) if applicable;
- A consultant statement verifying scope of work and costs for proposed work; and

4.5 Information to Support Lead Service Line Replacements

An application for funding to install lead service replacement lines leading to one or more eligible school buildings must include the following for each building:

- The most recent water quality testing results completed by a certified laboratory that show a detectable level of contaminants to support the proposed improvements or test results that triggered completed work if requesting reimbursement;
- A description of the service line description, including building age, community water system servicer, ownership of service line, service line age and approximate length;
- A description of the proposed remediation work or the completed work if requesting reimbursement;
- Estimated costs of the proposed work or dated, detailed invoices and evidence of proof of payment if requesting reimbursement for completed work;
- A water bill or other documentation indicating the public water system that serves the building(s) if applicable;
- A consultant certification verifying scope of work and costs for proposed work; and

4.6 Information to Support Well Water System Upgrades

An application to upgrade a well water system serving one or more eligible school buildings must include the following:

- The most recent water quality testing results completed by a certified laboratory that show an exceedance of a maximum contaminant, or an action level or a treatment technique trigger as set forth under the Federal or New Jersey Safe Drinking Water Act, consistent with the proposed improvements or water quality test results that triggered completed work if requesting reimbursement;
- A description of the well water system, including building age, well system, and well system age;
- A description of the proposed scope of work or completed work if requesting reimbursement;
- Estimated costs of the proposed work or dated, detailed invoices and evidence of proof of payment if requesting reimbursement for completed work;
- A consultant certification verifying scope of work and costs for proposed work; and
- A copy of the approval letter from the Department of Environmental Protection's Bureau of Water System Engineering for proposed work to remediate an exceedance of a maximum contaminant, or an action level or a treatment technique trigger as set forth under the Federal or New Jersey Safe Drinking Water Act.

4.7 Leased Facilities

If funding for drinking water outlet, service line, or well improvements is being requested for a leased facility, submit:

- The lease agreement, or a Memorandum of Understanding (MOU) pending the execution of a lease agreement or an addendum, which stipulates that (1) the lessor is a public entity, such as a school district or county college, (2) the lease term is no less than five years with an expiration date no earlier than June 30, 2024, and (3) the school district is authorized to make the improvements represented in the grant application; and
- A resolution adopted by the district board of education that includes an acknowledgment that, upon termination of the lease by either party prior to June 30, 2024, the school district shall be required to return a pro rata share of the school security project grant to the Department.

4.8 NJDOE Office of School Facilities Project Application and LRFP Amendment

In general, the installation of new systems and/or scopes of work requiring a construction permit will require project approval from the Office of School Facilities (OSF). **Typically, any drinking water outlets requiring new electrical service, lead service line upgrades, new automatic flushing systems, and well water system upgrades will require a project application.** In these cases, a complete project application for Schematic Submission must be submitted in accordance with standard OSF policies and procedures. The project must also be included in a Long-Range Facilities Plan (LRFP) that has received major amendment approval within the last five years. Refer to the OSF's [LRFP webpage](#) for detailed guidance on reporting requirements.

Important OSF Project Application Considerations:

1. Project applications, following standard OSF policies and procedures, can be submitted to the OSF prior to the start of the grant application period and will be reviewed in the order received. **It is highly recommended that districts submit project applications to the OSF as early as possible to ensure complete and approvable submissions.**
2. A separate project application must be submitted to the OSF for each school included in the grant application if required. For example, if a district is proposing to install a new service line in five school buildings, five project applications (one for each school) must be submitted. All water upgrades proposed for a school in the grant application may be included in a one project application.
3. The project application should be limited to the work proposed in the grant application.
4. The project should be represented as an “**Other Capital Project**” in the project application.
5. “**Other capital**” project approval from the OSF does not indicate grant approval. Notification of grant approval will be issued separately.

Project application requirements and other useful information can be found on the OSF's [Project Application webpage](#). Email project.app@doe.nj.gov for guidance concerning whether a project application is required.

4.9 Sustainability Plan for Filtration and Flushing Solutions

The submission must include a sustainability plan for filtration and flushing solutions, including testing schedules and proposed maintenance procedures to ensure treatment devices will be properly maintained and operated. The plan should be signed by the School Business Administrator or designee.

4.10 A District Board of Education Resolution

The application must include a district Board of Education resolution, signed by the Board President, affirming:

- The grant application submission;
- The availability of local funds should estimated costs exceed the grant allowance; and
- The sustainability plan for filtration or flushing solutions.

5. APPLICATION REVIEW AND AWARD INFORMATION

5.1 Eligibility Review

The NJDOE reserves the right to reject any application not in conformance with the requirements of the grant program. Only those applications that adhere to the project eligibility guidelines described in Section 2 of these Final Guidelines and fulfill all submission requirements outlined in Section 4 will be awarded grants.

5.2 Grant Funding

Scope of Work	Grant Amount
Drinking water outlets	100% up to \$6,000 per unit plus water testing after project completion
Whole system remediation (building wide automated flushing system, lead service line replacement, upgrades to community well systems, excluding interior piping replacement)	Up to 100% plus water testing after project completion

Subject to the availability of sufficient funds for eligible projects, drinking water outlet upgrades will be funded 100% up to a maximum of \$6,000 per unit. Lead line service lines and well water systems will also be funded up to 100% depending upon funding availability and the proposed scope of work. All associated costs, including consultant fees, installation, refinishing work for disturbed areas, and post-work testing required for reimbursement are eligible. Two years of filter replacements may also be included for fixture upgrades if within the \$6,000 per fixture allocation.

Prior water infrastructure remediation is eligible for reimbursement if installed on or after January 1, 2016. Requests for reimbursement will be reviewed with the proposed work in all grant applications and prioritized as outlined in section 5.4.

The district must have adequate funds in its budget for costs represented in the grant application that exceed the funding allocation. **Debt service funding for costs in excess of the funding allocation is not allowed.**

5.3 Prioritization of Applications

If grant funding requests exceed the grant allocation, applications will be prioritized based on:

- The type of contaminants and levels of contaminants detected;
- The grade levels served by the school, with the earliest grades assigned the highest priority;
- Existing construction age of the school;
- Executive Order 23 (April 20, 2018); and
- Other relevant criteria as determined by the Commissioner.

The NJDOE reserves the right to consider other factors in prioritization based on the applications received, including capping school building grants.

6. GRANT AWARD ADMINISTRATION AND OTHER INFORMATION

6.1 Grant Agreement Offer Letter

If the grant application meets all terms and conditions and receives the required approvals, including approval by the State Legislature, a grant offer agreement letter will be issued for the district's acceptance. After the agreement is fully executed, project funding will commence.

6.2 Updates to Draft Application Guidelines

The NJDOE reserves the right to modify these Final Guidelines prior to the issuance of the Notice of Grant Opportunity.

6.3 Questions

Comments and questions concerning these Final Guidelines may be emailed to WaterGrant@doe.nj.gov.

APPENDIX A: APPLICATION CHECKLIST

A complete grant application consists of completion of the application and document uploading using the New Jersey Department of Education's [Homeroom](#) webpage. For more information, please refer to the grant application instructions.

Districts should submit one grant application that includes all eligible school buildings.

Certification of Eligibility (Section 4.2)

- Checklist of eligibility requirements

Drinking Water Outlet Upgrades (Section 4.3)

For each school building if funding is being requested for drinking water outlet upgrades:

- The most recent water quality testing report completed by certified laboratory that shows a detectable level of contaminants consistent with the proposed improvement or the water testing report that triggered completed work if requesting reimbursement
- The Water Outlet Inventory and Filter Inventory
- A detailed description of the proposed work or a description of completed work if requesting reimbursement
- Estimated costs of the proposed work or dated, detailed invoices and evidence of proof of payment if requesting reimbursement
- A water bill or other documentation indicating the public water system that serves the building(s) if applicable
- A consultant statement verifying scope of work and costs for proposed work

Automatic Flushing System Installations (Section 4.4)

For each school building if funding is being requested to install an automatic flushing system:

- The most recent water quality testing report completed by certified laboratory that shows a detectable level of contaminants consistent with the proposed improvement or the water testing report that triggered completed work if requesting reimbursement
- The Water Outlet Inventory and Filter Inventory
- A description of the proposed scope of work or completed work if requesting reimbursement
- Estimated costs of the proposed work or dated, detailed invoices and evidence of proof of payment if requesting reimbursement
- A copy of the Water Outlet Inventory and Filter Inventory
- A water bill or other documentation indicating the public water system that serves the building(s) if applicable
- A consultant statement verifying scope of work and costs for proposed work

Lead Service Line Replacements (Section 4.5)

For each school building if funding is being requested for lead service replacement:

- The most recent water quality testing report completed by certified laboratory that shows a detectable level of contaminants consistent with the proposed improvement or the water testing report that triggered completed work if requesting reimbursement
- A description of the service line description, including age, community water system servicer, ownership of service line, service line age and approximate length
- A description of the proposed remediation work or the completed work if requesting reimbursement
- Estimated costs of the proposed work or dated, detailed invoices and evidence of proof of payment if requesting reimbursement
- A water bill or other documentation indicating the public water system that serves the building(s) if applicable
- A consultant statement verifying scope of work and costs for proposed work

Well Water System Upgrades (Section 4.6)

For each school building if funding is being requested for well water system upgrades:

- The most recent water quality testing report completed by certified laboratory that shows a detectable level of contaminants consistent with the proposed improvement or the water testing report that triggered completed work if requesting reimbursement
- The Water Outlet Inventory and Filter Inventory
- A description of the well water system description, including building age, well system description, and well system age
- A description of the proposed scope of work or completed work if requesting reimbursement
- Estimated costs of the proposed work or dated, detailed invoices and evidence of proof of payment if requesting reimbursement
- A water bill or other documentation indicating the public water system that serves the building(s) if applicable
- A consultant statement verifying scope of work and costs for proposed work
- A copy of the approval letter from the Department of Environmental Protection's Bureau of Water System Engineering for proposed work if based on an exceedance of a maximum contaminant or action level or a treatment technique trigger as set forth under the Federal or New Jersey Safe Drinking Water Act

Leased Facilities (Section 4.7)

- The lease agreement and/or a Memorandum of Understanding (MOU) pending the execution of a lease agreement or an addendum that stipulates (1) the lessor is a public entity, such as a school district or county college, (2) the lease term is no less than five years with an expiration date no earlier than June 30, 2024, and (3) the school district is authorized to make the improvements represented in the grant application

- A resolution adopted by the district board of education that includes an acknowledgment that, upon termination of the lease by either party prior to June 30, 2024, the school district shall be required to return a pro rata share of the school security project grant to the Department

NJDOE Office of School Facilities (OSF) Project Application and LRFPA Amendment (Section 4.8)

- An “other capital” project application, submitted to the OSF, if required based on the scope of work
- A LRFPA amendment, submitted to the OSF, if required to coordinate with the project application

Sustainability Plan for Filtration Solutions (Section 4.9)

- A sustainability plan for filtration solutions, signed by the School Business Administrator or designee, that includes testing schedules and proposed maintenance procedures to ensure treatment devices will be properly maintained and operated.

District Board of Education Resolution (Section 4.10)

- A resolution affirming: (1) the submission of the grant application; (2) the availability of local funds if the estimated costs of the proposed work exceed the grant allowance; and (3) the sustainability plan for filtration or flushing solutions, if applicable.