



**State of New Jersey
Office of the Secretary of Higher Education**

Higher Education Capital Facilities Programs

**Joint Solicitation for Grant Application
for the following Programs:**

Higher Education Capital Improvement Fund
Higher Education Facilities Trust Fund

Fall 2025 Cycle

Issue Date: December 1, 2025

Issued by the
Office of the Secretary of Higher Education
1 John Fitch Plaza
10th Floor
Trenton, NJ 08625
Attention: Brian K. Bridges, Secretary of Higher Education

Application Accepted
12 p.m. Eastern Prevailing Time on December 15, 2025
until 12 p.m. Eastern Prevailing Time on December 16, 2025

TABLE OF CONTENTS

Section One	General Information and Guidance
Section Two	Higher Education Capital Improvement Fund Grant Program Information
Section Three	Higher Education Facilities Trust Fund Grant Program Information
Section Four	Grant Application – General Instructions
Section Five	Grant Application - Requirements
Appendix A	Higher Education Capital Improvement Fund Certification Part A Part B
Appendix B	Higher Education Facilities Trust Fund Certification Part A Part B
Appendix C	Resolution Authorizing Submission of a Grant Application to the Secretary of Higher Education including Exhibits A and B

SECTION ONE – GENERAL INFORMATION AND GUIDANCE

1.1 Overview of the Higher Education Capital Facilities Grant Program Joint Solicitation

Pursuant to the FY 2026 appropriations act, P.L. 2025, c. 74, signed into law by Governor Murphy, no less than \$50 million in funding has been made available for New Jersey City University from the Higher Education Capital Facilities grant programs.

For the Fall 2025 Cycle (as defined below), this funding will be made available to New Jersey City University through two different grant programs: the Higher Education Capital Improvement Fund Grant Program and the Higher Education Facilities Trust Fund Grant Program (collectively, the “Programs”). The below listed amounts are the maximum amounts available for grants for each of the two Programs.

New Jersey City University (“NJCU”) is the only eligible applicant for the Fall 2025 Cycle in furtherance of the purposes of P.L. 2025, c. 74.

- \$1,142,675.12 will be available from the Higher Education Capital Improvement Fund (“CIF”) for aggregate award to NJCU.
- \$4,456,024.20 will be available from the Higher Education Facilities Trust Fund (“HEFT”) for aggregate award to NJCU.

The Programs were established by the New Jersey State Legislature (“Legislature”) to directly address funding for the modernization, renewal and construction of facilities and purchase of equipment at eligible institutions of higher education in the State of New Jersey (the “State”) and the creation of a revolving financing mechanism for such purpose.

The statutes authorizing each of the Programs set forth a maximum principal amount of bonds that may be outstanding at any one time. As bonds are paid off, new bonding capacity becomes available to fund new grants, subject to approval by the State Treasurer and the Secretary of Higher Education (the “Secretary”), and issuance of bonds by the New Jersey Educational Facilities Authority (“NJEFA” or the “Authority”).

The Office of the Secretary of Higher Education (“OSHE”) administers the Programs, with the assistance of and in collaboration with the Authority. The statutory and regulatory provisions for the Programs are linked below:

CIF: [N.J.S.A. 18A:72A-72 to -80](#) // [N.J.A.C. 9A:12-1.1 to -1.8](#)
HEFT: [N.J.S.A. 18A:72A-49 to -58](#) // [N.J.A.C. 9A:15-1.1 to -1.7](#)

This is a joint solicitation for Applications for the Fall 2025 Cycle of the Programs (the “Solicitation” or “Fall 2025 Cycle”). The applicant must submit an Application for an eligible project(s) (as defined below) in order to be considered for grant funding.

This Solicitation consists of five (5) sections and Appendices A-C. Section 1 provides general information and guidance on the Solicitation. Sections 2 and 3 describe each Program, including applicant eligibility and Project eligibility. Sections 4 and 5 set forth the instructions and requirements for completing and submitting an Application, including the required Application components. The Appendices contain certain required forms to be submitted with an Application.

1.2 Important Dates

1.2a Calendar

Important dates for critical milestones are noted in the box below:

Fall 2025 Solicitation Available:	Dec. 1, 2025
Question and Answer Period Begins	Dec. 1, 2025
Technical Assistance Materials Available	Dec. 1, 2025
Question and Answer Period Ends	Dec. 5, 2025 12 p.m.
Question and Answer Documentation to be Posted	Dec. 10, 2025
Application Submission Period Begins:	Dec. 15, 2025 12 p.m.
Application Submission Deadline:	Dec. 16, 2025 12 p.m.

Questions regarding the application process may be submitted via email to FinanceDocs@oshe.nj.gov from December 1, 2025 through December 5, 2025 (12:00 p.m. Eastern Prevailing Time). Phone calls/faxes will not be accepted. Responses to questions that are timely submitted will be posted in one or more posts on the OSHE website at <https://nj.gov/highereducation>, under “Question and Answer Documentation,” by December 10, 2025. The applicant should check OSHE’s website frequently, from the date that this Solicitation is issued, for any updates.

It is the sole responsibility of the applicant to become familiar with and review the Question and Answer Documentation and all addenda (“Addenda”), if any, related to this Solicitation to ensure the Application is consistent with the guidance provided in the Addenda, prior to submission of the Application.

Communications with representatives of OSHE, NJEFA, and the State by the applicant or applicant’s representatives concerning this Solicitation are not permitted from the time this Solicitation is released on December 1, 2025, until the Secretary sends written certification to the Legislature, except as specified in this Section 1.2a and in Section 1.3f below.

1.2b Technical Assistance Materials

The Secretary will provide technical assistance materials (“TA Materials”) to assist the applicant in the completion and submission of its Application. TA Materials will be posted to OSHE’s website no later than December 1, 2025.

1.3. Application Process

1.3a Application Deadline

The Application Submission Period for this Solicitation begins December 15, 2025 at 12:00 p.m. Eastern Prevailing Time and will end December 16, 2025 at 12:00 p.m. Eastern Prevailing Time (“Application Submission Period”).

The Application **must** be received at or before 12:00 p.m. Eastern Prevailing Time on December 16, 2025 (the “Submission Deadline”) for consideration in the Fall 2025 Cycle.

If an Application is received after the Submission Deadline, the Application will not be accepted or evaluated for the Fall 2025 Cycle.

If an Application is missing required information, the Application may be deemed incomplete and ineligible for consideration for the Fall 2025 Cycle.

1.3b Application Format

The Application for this Solicitation must be submitted via email to FinanceDocs@oshe.nj.gov. Paper applications will not be accepted.

The applicant will be asked to respond to questions and submit documents related to the institution and/or Project(s).

1.3c Withdrawal of Application

In the event the applicant needs to withdraw an Application, the applicant may withdraw their Application at any time prior to the Submission Deadline by emailing FinanceDocs@oshe.nj.gov. An Application may thereafter be resubmitted, but only up until the Submission Deadline.

1.3d Applicant Assumes Responsibility

The applicant assumes sole responsibility for the complete effort and cost required to submit an Application. Neither OSHE, NJEFA, nor the State is responsible for any expenses incurred in the preparation and/or presentation of the Application, if any, or for the disclosure of any information or material received in connection with the Application, whether by negligence or otherwise. No special consideration shall be given after the Submission Deadline because of the applicant’s failure to know the requirements of this Solicitation, including but not limited to, failure to

know the process for withdrawal of an Application, or for submission of an incomplete Application. By submitting an Application in response to this Solicitation, the applicant represents that it has satisfied itself, from its own investigation, of all of the requirements of this Solicitation.

1.3e Open Public Records Act (OPRA)

All Applications will be subject to disclosure, including but not limited to, a request pursuant to the Open Public Records Act (“OPRA”), N.J.S.A. 47:1A-1, et seq., the New Jersey Open Public Meetings Act (“OPMA”), N.J.S.A. 10:4-6, et seq., and common law right to know. If the applicant believes that information contained in its Application merits confidential treatment pursuant to OPRA, OPMA, and/or common law right to know, any such purportedly confidential information submitted in an Application must be specifically identified and marked by the applicant. Notwithstanding any such designation, OSHE, NJEFA, and the State reserve the right in their sole discretion to disclose all of the Application.

1.3f Reservation of Rights

The Secretary reserves the right to request from the applicant additional information or clarification if necessary, or to reject the Application with or without cause, and waive any irregularities or informalities in the Application submitted. The Secretary further reserves the right, in his sole and absolute discretion, to make such investigations as he deems necessary as to the qualifications of the applicant submitting an Application. In the event that the Application is rejected, the Secretary reserves the right to re-solicit an Application through an additional cycle of grant funding.

1.4 Application Review and Evaluation

1.4a Completeness Review

In order for an Application to be deemed complete, an Application must include all general and Program-specific information and documentation that is applicable to the Project/Application, as set forth in this Solicitation.

1.4b Eligibility Review

The Application will be reviewed to determine if the applicant and the Project or Projects described therein (collectively, “Project”) meet the eligibility requirements for grant funding under the specific program or programs for which the applicant is applying. If the applicant and/or the Project do not meet all eligibility requirements, the Application will be rejected, or the ineligible Project will be rejected. Eligibility requirements for each Program can be found in Sections 2.3, 2.4, 3.3, and 3.4, below.

1.4c Evaluation and Approval Process

An Application that is deemed complete and that meets the eligibility criteria will be reviewed and evaluated to determine which Projects are eligible for funding, best meet the applicable project selection criteria set

forth in Sections 2 and 3 below, and are the overall most qualified to receive funding.

The Application will be reviewed and scored by a review committee (“Review Committee”) consisting of representatives from OSHE, NJEFA, the New Jersey Schools Development Authority, and the New Jersey Economic Development Authority. The application evaluation process includes but is not limited to the following procedures:

1. The Review Committee will score each Project using the applicable project selection criteria set forth in Sections 2 and 3 below.
2. The Review Committee will rank all the Projects (highest-to-lowest) and submit to the Secretary the ranked list of Projects together with an explanation of which Projects the Review Committee recommends for funding, including the recommended amount of grant funding.
3. When making recommendations to the Secretary, the Review Committee will consider the Project score and the availability of funding. The Review Committee may also consider project ranking in recommending Projects for funding.
4. The Secretary will consider the Review Committee’s recommendations and will give further consideration to factors including, but not limited to, Project ranking and funding a wide range of projects. The Secretary shall, via written certification, approve, disapprove, or in the instance of a Project that contains severable components, approve in part and/or disapprove in part a Project. The Secretary’s certification will also include the amount of grant funding under the applicable Program(s) for any Application (or portion of Application) that the Secretary approves for grant funding.
5. The Secretary may approve certain Projects submitted as part of an Application for funding and not others.
6. The Secretary has discretion to approve amounts of grant funding that are different from the amount requested by the applicant in the Application.
7. The Review Committee may recommend, and the Secretary may approve, grant funding from a Program other than the Program specified in the applicant’s Application. The Secretary will not approve funding from a different Program for an eligible Project and applicant unless the applicant has included the required language in the applicable certification(s) and its Board of Trustees resolution. See Appendices A and B for the required certifications and Appendix C for the applicable required resolution.
8. The Secretary’s certification will be submitted to the Legislature for final approval/authorization. Each Program has its own Legislative review process which are summarized in Sections 2 and 3 below.

Grant awards are subject to the applicable Legislative review process (including appropriation by the Legislature, if required), and issuance of bonds by the NJEFA.

SECTION TWO – HIGHER EDUCATION CAPITAL IMPROVEMENT FUND GRANT PROGRAM INFORMATION

See CIF Statute and Regulation: [N.J.S.A. 18A:72A-72 to -80](#) // [N.J.A.C. 9A:12-1.1 to -1.8](#)

2.1 CIF Purpose

The purpose of the CIF Program is to provide grants for the cost, or a portion of the cost, of the renewal, renovation, improvement, expansion, construction, and reconstruction of facilities and technology infrastructure.

2.2 CIF Project Definition

"CIF Project" means a project that the applicant seeks a grant for, under the Higher Education Capital Improvement Fund Act, N.J.S.A. 18A:72A-72 to -80.

2.3 CIF Applicant Eligibility

New Jersey City University is the only eligible applicant for CIF grant funding for the Fall 2025 Cycle.

2.4 CIF Project Eligibility

CIF grant funds can be used to finance the renewal, renovation, improvement, expansion, construction and reconstruction of facilities and technology infrastructure as follows:

1. A CIF grant may be used for existing renewal or renovations needs at instructional, laboratory, communication, research and administrative facilities. "Renewal and renovation" means making the changes necessary to address deferred maintenance needs; to meet all State and Federal health, safety, fire, and building code standards; or to provide a safe and appropriate educational or working environment. (N.J.A.C. 9A:12-1.2).
2. Up to twenty percent (20%) of a CIF grant may be used within student support facilities for renewal and renovation or improvement, expansion, construction and reconstruction. "Student support facilities" means student residence halls, student dining facilities, student activity centers, and student health centers. (N.J.A.C. 9A:12-1.2).
3. A CIF grant may be used for improvement, expansion, construction, and reconstruction of instructional, laboratory, communication and research facilities, or technology infrastructure provided, that:
 - a) The institution establishes that all renewal and renovation is completed at instructional, laboratory, communication, research and administrative facilities or is accounted for through other funding sources;
 - b) The institution is granted an exemption by the Secretary for the purpose of maximizing Federal grant fund recoveries; or
 - c) The institution is granted an exemption by the Secretary for the purpose of replacing a building when projected renewal and renovation costs exceed the projected cost of replacement.

2.5 CIF Institutional Funding Requirement

The applicant must commit to paying one-third (1/3) of the debt service on the bonds issued to finance its CIF Project(s).

If the applicant fails to pay its obligations in full, when due, the State Treasurer shall retain (from State aid or an appropriation payable to the applicant) an amount sufficient to satisfy the deficiency.

2.6 CIF Grant Application

The applicant must complete the requirements of Sections 5.1 through 5.13 and Section 5.14. of the Solicitation.

2.7 CIF Project Selection Criteria

An Application which is deemed to be complete, will be evaluated to determine its priority ranking. The criteria by which the application to the CIF Program will be evaluated and scored shall consist of the “CIF Project Criteria” and “State Funding Criteria” discussed below (collectively referred to as the “CIF Project Selection Criteria”). Scoring and evaluation will be based on how well the application addresses the CIF Project Selection Criteria.

A. CIF Project Criteria

The following criteria will be used by the Review Committee to evaluate and rank CIF Projects for funding:

1. Improvement and expansion of educational opportunities for students;
2. Promotion of academic research excellence, workforce readiness and the enhancement of the State’s academic and economic competitiveness and prosperity by assisting in the production of a highly skilled workforce;
3. Consistency with the institution’s educational mission;
4. Consistency with the institution’s long-range facilities plan;
5. The cost effectiveness of the CIF Project;
6. The degree to which the CIF Project is construction ready;
7. Demonstrated commitment over the past ten (10) years to appropriate maintenance of facilities previously funded by State of New Jersey grant programs;
8. Directly addresses deferred maintenance concerns or projects that will mitigate the need for future maintenance; and
9. Preference will be given to projects that promote energy efficiency.

B. State Funding Criteria

The following State Funding Criteria will be used by the Review Committee to evaluate and rank CIF Projects for funding: Priority will be given to eligible projects that address deferred maintenance. Among these, highest priority will be assigned to deferred maintenance projects that are emergent and critical to complying with State and federal health, safety, fire, and building code standards. Next in priority are projects that are emergent and

must be addressed within one to three years to ensure a safe and appropriate educational or working environment.

2.8 CIF Award Process

If a Project or a portion of a Project is eligible for funding from both the CIF and HEFT grant programs, the Secretary has discretion to approve funding for said Project or portion of said Project from a different grant program than that which the Institution applied. The Secretary also has discretion to approve amounts of grant funding that are different from the amount requested by the applicant in the application.

The Secretary shall submit to the Legislature (with a copy to NJEFA), a copy of the form of grant application and a copy of the Secretary's written certification preliminarily approving the grant (including the amount). If the Legislature does not disapprove the grant by the adoption of a concurrent resolution within **forty-five (45)** days of receipt from the Secretary, the grant shall be deemed to be authorized.

2.9 CIF Post-Award Grant Funding

Funding for approved grants is contingent upon the issuance of bonds by the NJEFA and upon the execution of a grant agreement between the applicant and the NJEFA that will set forth the terms and conditions for the grant, which will include, among other terms:

1. The applicant enters into a contract or contracts to construct the CIF Project within one (1) year of the date on which grant funds are made available, and
2. The applicant agrees to comply with all applicable laws, rules, codes, statutes, and government guidelines.

Continued compliance with the grant agreement shall be required to ensure continued funding of the grant.

SECTION THREE – HIGHER EDUCATION FACILITIES TRUST FUND GRANT PROGRAM INFORMATION

See HEFT Statute and Regulation: [N.J.S.A. 18A:72A-49 to -58](#) // [N.J.A.C. 9A:15-1.1 to -1.7](#)

3.1 HEFT Purpose

The Purpose of the HEFT Program is to provide grants for the cost, or a portion of the cost, of the construction, reconstruction, development, extension, and improvement of instructional, laboratory, communication, and research facilities.

3.2 HEFT Project Definition

“HEFT Project” means a capital construction project that the Applicant seeks a grant for, under the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 to -58.

3.3 HEFT Applicant Eligibility

New Jersey City University is the only eligible applicant for HEFT funding in the Fall 2025 Cycle.

3.4 HEFT Project Eligibility

HEFT grant funds can be used to finance the construction, reconstruction, development, extension, and improvement of instructional, laboratory, communication, and research facilities.

3.5 HEFT Grant Application

The applicant must complete the requirements of Sections 5.1 through 5.13 and Section 5.15 of the Solicitation.

3.6 HEFT Project Selection Criteria

An Application which is deemed to be complete, will be evaluated to determine its priority ranking. The criteria by which the application to the HEFT Program will be evaluated and scored shall consist of the “HEFT Project Criteria” and “State Funding Criteria” discussed below (collectively referred to as the “HEFT Project Selection Criteria”). Scoring and evaluation will be based on how well the application addresses the HEFT Project Selection Criteria.

A. HEFT Project Criteria

The following criteria will be used by the Review Committee to evaluate and rank HEFT Projects for funding:

1. The improvement and expansion of educational opportunities for students;
2. The promotion of academic research excellence, workforce readiness, and the enhancement of the State’s academic and economic competitiveness and prosperity by assisting in the production of a highly skilled workforce;
3. Consistency with the institution’s educational mission;

4. Consistency with the institution's long-range facilities plan;
5. The cost effectiveness of the Project;
6. The degree to which the Project is construction ready;
7. Demonstrated commitment over the past ten (10) years to appropriate maintenance of facilities previously funded by State of New Jersey grant programs;
8. The degree to which the Project increases capacity for industry-valued credentialing programs and experiential learning opportunities;
9. How the Project enriches existing materials and coursework that support current academic curricula; and
10. Preference will be given to projects that promote energy efficiency.

B. State Funding Criteria

The following State Funding Criteria will be used by the Review Committee to evaluate and rank HEFT Projects for funding: Priority will be given to eligible projects that address deferred maintenance. Among these, highest priority will be assigned to deferred maintenance projects that are emergent and critical to complying with State and federal health, safety, fire, and building code standards. Next in priority are projects that are emergent and must be addressed within one to three years to ensure a safe and appropriate educational or working environment.

3.7 HEFT Award Process

If a Project or a portion of a Project is eligible for funding from both the HEFT and CIF grant programs, the Secretary has discretion to approve funding for said Project or portion of said Project from a different grant program than which the applicant applied for funding.

The Secretary also has discretion to approve amounts of grant funding that are different from the amount requested by the applicant in the application.

The Secretary shall submit to the Legislature (with a copy to NJEFA), a copy of the form of grant application and a copy of the Secretary's written certification preliminarily approving the grant (including the amount). If the Legislature does not disapprove the grant by the adoption of a concurrent resolution within **sixty (60)** days of receipt from the Secretary, the grant shall be deemed to be approved by the Legislature and by the Secretary.

3.8 HEFT Post-Award Grant Funding

Funding for approved grants is contingent upon the issuance of bonds by the NJEFA and upon the execution of a grant agreement between the applicant and the NJEFA that will set forth the terms and conditions for the grant, which will include, among other terms:

1. The applicant enters into a contract or contracts to construct the HEFT Project within one (1) year of the date on which grant funds are made available, and
2. The applicant agrees to comply with all applicable laws, rules, codes, statutes, and government guidelines.

Continued compliance with the grant agreement shall be required to ensure continued funding of the grant.

SECTION FOUR - GRANT APPLICATION – GENERAL INSTRUCTIONS AND FORMATTING

4.1 General Instructions

Program-specific Applicant Eligibility and Program-specific Project Eligibility must be satisfied for any project (or portion of a project) for which grant funding is requested.

The applicant may submit one (1) Application for all projects across all of its campus locations. An Application may consist of one (1) or more projects.

If more than one (1) project is submitted, please prepare separate budgets for each project or phase.

If submitting more than one Project, the applicant must rank each project in order of need or importance to the applicant with number one (1) being highest priority.

When requesting funding from multiple Programs, the amount of funding requested under each Program must be identified in the Project Information Chart within the Application. In no event shall the amount requested from all Programs exceed the total cost of the Project.

If the Application is missing required information or required documentation, the Application may be deemed incomplete and ineligible for consideration of a grant for the Fall 2025 Cycle.

The Application must be received by the Submission Deadline of December 16, 2025 (12:00 pm Eastern Prevailing Time) in order to be considered.

4.2 Formatting

The Application must comply with the following formatting requirements:

- All narrative portions must be typed in Times New Roman 12-point font and double spaced. Appendices, tables, figures, footnotes and/or endnotes may be single spaced.
- Should the applicant submit more than one project, it must use the following naming convention when providing Project-specific information: “[Applicant Name]_Project Priority Ranking [#]”. The [#] should match the Project’s priority ranking as outlined in Section 4.1 of this Solicitation.

Example of the naming convention when submitting an application for three projects:

- New Jersey City University_Project Priority Ranking 1
- New Jersey City University_Project Priority Ranking 2
- New Jersey City University_Project Priority Ranking 3

4.3 Application Requirements

- Section 5 and the Appendices illustrate questions the applicant will be required to answer and information the applicant will be required to provide to complete the Application.
- A separate Application in Word format will be provided to the applicant for simple completion of all questions in the Application.
- Sections 5.1 through 5.13 include grant application requirements for all Programs.
- Section 5.14 includes grant application requirements for the CIF Grant Program.
- Section 5.15 includes grant application requirements for the HEFT Grant Program.

SECTION FIVE – GRANT QUESTIONS- REQUIREMENTS

5.1 Application Information

Name of Institution: _____

Campus: _____

County (list all that apply): _____

Application Name: _____

Anticipated Start Date (Design): _____

Anticipated Start Date (Project): _____

Anticipated Completion Date: _____

Included herein is the Application for the following grant program(s) in the following amounts:

\$_____ Higher Education Capital Improvement Fund

\$_____ Higher Education Facilities Trust Fund

\$_____ TOTAL AMOUNT OF GRANT REQUESTED FOR PROJECT

\$_____ Additional costs to be provided by the Institution to complete the Project

\$_____ Total Cost to complete the Project (CIF grant funds, HEFT grant funds, institutional funds, other sources, etc.)

5.2 Contact Information

Contact Person:	_____
Title:	_____
Telephone:	_____
E-mail:	_____
Alternate Contact Person:	_____
Title:	_____
Telephone:	_____
E-mail:	_____

5.3 Project Information Chart

5.3a Description - Provide a complete description of the proposed Project, including design information, and for renewal and renovation projects, an explanation of modifications to the facilities other than repairs. The project description should focus on design specifications of the Project and what the grant award will fund rather than on providing an overview of the applicant and its mission.

Note for multi-use facilities:

- HEFT grant funds may be used within instructional, laboratory, communication, and research facilities. If the Application for a HEFT grant involves a multi-use building that includes both eligible uses (such as instructional, laboratory, communication, and research facilities) and ineligible uses, the applicant must clearly identify in the Project description which areas of the building, the square footage, and which project costs relate specifically to the HEFT-eligible portions.
- CIF grant funds may be used within instructional, laboratory, communication, research and administrative facilities. If the Application for a CIF grant involves a multi-use building that includes both eligible uses (such as instructional, laboratory, communication, research and administrative facilities) and ineligible uses, the applicant must clearly identify in the Project description which areas of the building, the square footage, and which project costs relate specifically to the CIF-eligible portions.

Note for “student support facilities:

Please note that “student support facilities,” as defined at N.J.A.C. 9A:12-1.2, are considered administrative facilities for CIF. To address the

allocation within a CIF grant to student support facilities, please see Section 5.14a of the Solicitation.

5.3b Useful Life - Provide the estimated useful life of the Project. The useful life of any equipment should be determined either by reference to the Internal Revenue Service's Class Life Asset Depreciation Range System set forth in Revenue Procedure 87-56, as amended, supplemented or superseded, or by appraisal of any independent engineering or accounting firm, as appropriate.

5.3c Religious Use - Please be aware that CIF and HEFT grant funds may not be allocated towards facilities used for sectarian instruction or religious worship at any time. If any portion of the Project facilities will be used for such purpose, please provide a detailed description, including the specific nature of the use, the percentage of space within the Project facilities to be used for sectarian instruction or religious worship, the frequency and duration of such use, and how the Institution will cover the costs associated with this portion of the Project. This information is required to ensure compliance with funding guidelines.

5.3d Right to Use - If the applicant does not currently own, or have a legal and enforceable right to use and occupy and to construct, locate, affix, and/or install the Project, pursuant to a written agreement, the facilities comprising the Project, provide a detailed explanation that clearly describes the Institution's current and future right to use and occupy the proposed Project facilities.

5.3e Multiple Projects - If the Application includes more than one (1) Project, the applicant should provide the information requested under "Description," "Useful Life," "Project Budget," "Funding Sources," "Religious Use," and "Right to Use" **for each Project contained in the Application**. The applicant should also provide the anticipated start and end date and priority ranking among the other projects contained in the Application for each Project.

5.3f Severability - Additionally, clearly indicate whether any portion of the Application is dependent on or must be completed alongside others to ensure funding supports only feasible, stand-alone work or coordinated portions.

5.4 Project Budget and Sources of Funds

Complete one (1) Project Budget and Sources of Funds template for each Project contained in the Application. When complete, the template(s) should be converted to PDF and incorporated into the final Application prior to submitting to OSHE.

5.4a Project Budget - Provide a Project budget outlining the Institution's general project development/construction/acquisition/ installation budget (as applicable) including a detail list of costs for each component of the Project and whether each component will be paid for with CIF funds, HEFT funds, and/or institutional funds. The Project budget should be submitted using the format provided.

5.4b Funding Sources - Provide anticipated sources of funding for the Project. Identify all sources of funding to be used for the Institution's share of debt service (if applicable) and for any costs not funded by the grant. The sources of funds information should be submitted in the format provided.

5.5 Project Selection Criteria Narrative

Provide a narrative describing how the Project satisfies each of the CIF Project Selection Criteria set forth in Section 2 and HEFT Project Selection Criteria set forth in Section 3. The narrative should include subsection headings that correspond to each of the CIF or HEFT Project Selection Criteria, including the State Funding Criteria, and should be as specific as possible. To support the narrative, an Application may cross reference other materials that are being submitted. Institutions should provide a justification for why the Project is emergent.

If the Application includes more than one (1) Project, the applicant should complete a separate Project Information Chart for each Project. This will be further described in the Application.

5.6 Resolution

The required form of Board of Trustees Resolution authorizing the applicant to submit a grant application to the Secretary of Higher Education is available in Appendix C. **The applicant is required to use the template provided in Appendix C.**

The Resolution incorporates statutory and regulatory requirements under the CIF and HEFT Programs in order for the applicant to be authorized by its Board of Trustees to submit a grant application for funding. Revision or deletion of required text in the Resolution template may potentially result in the application being deemed incomplete. Footnotes in the Resolution Template will indicate which areas may be revised by the applicant. Areas to be filled in by the applicant are highlighted in yellow. (Footnotes may be deleted from the final version of the applicant's Resolution.)

The applicant is encouraged to have its counsel review the Resolution.

5.7 Long-Range Plan

Submit a copy of the Institution's approved Long-Range Facilities Plan.

Submit a copy of the Resolution approving the Long-Range Facilities Plan.

[CIF – Projects only] Describe how the Project addresses the Institution's long-range facilities plan and meets the estimated need for renewal and renovation.

5.8 Construction Ready Status

“Construction ready” is defined as: the extent to which the planning and design work have been completed and construction is able to begin, and the degree to which a Project shall be completed expeditiously once begun. An evaluation of whether a Project is construction ready shall include the status of the design work, Project site readiness, zoning and permitting approvals, as well as the anticipated timeframe during which the Project will be completed and the pacing of related construction.

Based on the definition of “Construction ready” above, if the applicant receives an award for this Application, when will the project commence? (Immediately, In 1 – 3 months, In 3 – 12 months, In 12 + months)

Applicants should consider status of planning and design work, status of permitting/approvals, site readiness, environmental issues, and any other matters that may cause the project to not be construction ready.

5.9 Prior Grant Funded Facilities

For each Higher Education Capital Facilities grant award and/or Building Our Future grant award received in the 2013, 2015 and/or 2022 cycles of funding, please demonstrate how the Institution has committed over the past ten (10) years to maintaining the facilities funded by those grants.

5.10 Programs and Educational Objectives

Identify the program(s) or function(s) to be served by the Project, including specific educational objectives to be met and how the Project will support industry-valued credentialing programs and experiential learning opportunities.

5.11 Prioritization of Deferred Maintenance

Information regarding the priorities for or the prioritization of deferred maintenance projects, including those based on or supported by a review done by an outside facilities data analytics and planning company.

5.12 Energy Efficiency

Documentation supporting the energy efficiency of the Project, including manufacturer information or engineer reports.

5.13 Cost Effectiveness

Information that documents the cost effectiveness with which the Project meets the identified academic need.

5.14 CIF Grant Application Requirements

An Application for a CIF grant, or an Application willing to accept CIF funds if HEFT funds are unavailable, must include the information and documents set forth in Sections 5.1 through 5.13 above as well as information and documents set forth in this Section 5.14.

5.14a CIF Student Support Facilities

Pursuant to N.J.A.C. 9A:12-1.3, an institution may use up to 20% of a CIF grant within student support facilities, which are defined at N.J.A.C. 9A:12-1.2 as “student resident halls, student dining facilities, student activity centers, and student health centers.” If any portion of the CIF grant(s) being applied for will be used within student support facilities, please identify for each CIF grant which costs of the project will be used within student support facilities and the percentage of the total CIF grant which will be allocated to student support facilities.

5.14b Multi-Use Facilities

For a multi-use facility project submitted under CIF where portions of the facility are neither eligible as instructional, laboratory, communication, research and administrative facilities nor as student support facilities, the applicant must clearly identify in the Project Description which areas of the building, the square footage, and which project costs relate specifically to the CIF-eligible portions.

5.14c CIF Cash Flow

Anticipated cash flow requirements for the Project over the next three (3) years.

\$	2026
\$	2027
\$	2028

5.14d CIF Non-Renewal and Renovation Projects

If the Project includes improvement, expansion, construction, and reconstruction of instructional, laboratory, communication and research facilities, or technology infrastructure, the applicant must provide the following:

1. Explain how the applicant will meet its total estimated need for renewal and renovation as contained in its long-range facilities plan. The explanation should identify specific renewal and renovation projects, their funding sources, and a timetable for their completion; or

2. When the applicant proposes a building replacement as an alternative to renewing or renovating a specific facility, the Application should include a justification for the replacement, including a comparison of the replacement costs with the costs of renewing or renovating that facility; or
3. Such use will maximize federal grant fund recoveries and the institution is requesting the Secretary grant an exemption allowing such use of the CIF grant. The explanation of how the Project will maximize such recoveries should include both sources of funds and dollar estimates of the federal grant fund recoveries that will be generated by the Project.

5.14e CIF Certification

An executed Higher Education Capital Improvement Fund Certification. (See Appendix A).

5.15 HEFT Grant Application Requirements

An Application for a HEFT grant, or an Application willing to accept HEFT funds if CIF funds are unavailable, must include the information and documents set forth in Sections 5.1 through 5.13 above as well as information and documents set forth in this Section 5.15.

5.15a HEFT Mission, Plans and Priorities

A description of how the Project relates to the current institutional mission, plans and priorities.

5.15b HEFT Certification

An executed Higher Education Facilities Trust Fund Certification. (See Appendix B).

APPENDIX A

HIGHER EDUCATION CAPITAL IMPROVEMENT FUND CERTIFICATION

PART A – GENERAL PROJECT CERTIFICATIONS

Note: The applicant may apply for funding from one or both of the Higher Education Capital Facilities grant programs (the “Programs”) for each project (“Project”). This certification is drafted on the assumption that funding for the entire Project is requested from the Capital Improvement Fund. If funding is requested from both Programs, both certifications (in the forms provided in Appendix A and B to the “Higher Education Capital Facilities Programs Joint Solicitation for Grant Applications – Fall 2025 Cycle” (“Solicitation”)) must be submitted.

The undersigned officer of New Jersey City University (the “Institution”) hereby certifies the following:

1. I am an officer of the Institution and am duly authorized to make this Certification and to submit to the Secretary of Higher Education, the Application dated [Insert Date] (the “Application”) to which this Certification is attached.
2. The Application requests funding pursuant to the Higher Education Capital Improvement Fund Act, N.J.S.A 18A:72A-72 to -80 (“CIF”) for the Project described in the Application.
3. The Project is for the renewal, renovation, improvement, expansion, construction and/or reconstruction of facilities and technology infrastructure and complies with the requirements set forth under N.J.A.C. 9A:12-1.3.
4. The Institution is a four-year public institution of higher education established or authorized by New Jersey law which is eligible to receive state aid.
5. The Institution acknowledges and agrees that it will be obligated to pay the portion of the debt service on bonds issued by the New Jersey Educational Facilities Authority to fund a grant approved for an institution, at the rate applicable to the Institution pursuant to N.J.S.A 18A:72A-78(b) (the “Institutional Funding Requirement”) and is authorized by the Resolution duly adopted by the governing body of the Institution dated and submitted with the Application (the “Resolution”) to satisfy such obligation.

6. The Institution will use the sources specified in the Application to satisfy its obligations to pay the Institutional Funding Requirement.
7. The Institution acknowledges and agrees that it is obligated to maintain the Project and is authorized by the Resolution to fulfill this obligation.
8. The information provided in the Application regarding the Institution, the Project and the cost and uses thereof, and the benefit to and the effect of the Project on, the Institution, its students and the State of New Jersey is correct and complete.
9. The Project and the construction, operation and maintenance thereof will, at all times comply with laws, regulations, codes, statutes, and government guidelines, including the principles of affirmative action and equal employment opportunity where applicable.
10. As of the date of this Application, the Institution has reviewed and understands any posted Solicitation Addenda (as defined in the Solicitation) and has taken such information into account in completing and submitting the Application.
11. As of the date of this Application, the Institution has reviewed and understands the TA Materials (as defined in the Solicitation) and has taken such information into account in completing and submitting the Application.
12. A copy of the Institution's current long-range facilities plan approved by the Institution's governing board that includes provisions to address deferred maintenance and other capital renewal requirements is included with this Application or the Institution has submitted such plan to the Secretary of Higher Education pursuant to P.L. 2009, c. 90.
13. The Institution acknowledges that the Secretary retains the discretion to award grant funding in an amount that may differ from that requested in the Application, and agrees to proceed with and complete the Project even if the funding awarded is less than the amount requested.

New Jersey City University

By: _____

Name:

Title:

Date

***PART B – CERTIFICATION AS TO INSTITUTION’S UNDERSTANDING
AS TO FUNDING SOURCES***

Note: If Part B is not signed, the Institution will not be eligible to be considered for alternate grant funding.

1. The Institution acknowledges that if a Project or a portion of a Project is eligible for funding from both the CIF and HEFT grant programs, the Secretary has discretion to approve funding for said Project or portion of said Project from either or both Programs, even if the Institution applied for funding from the other grant program or applied for funding from only one of the grant programs. The Institution certifies that its Board of Trustees authorizes the Authorized Officers to accept grant funding for the Projects from either or both of the Programs.

New Jersey City University

By: _____

Name:

Title:

Date

APPENDIX B

HIGHER EDUCATION FACILITIES TRUST FUND CERTIFICATION

PART A – GENERAL PROJECT CERTIFICATIONS

Note: An institution may apply for funding from one or both of the Higher Education Capital Facilities grant programs (the “Programs”) for each project (“Project”). This certification is drafted on the assumption that funding for the entire Project is requested from the Higher Education Facilities Trust Fund. If funding is requested from both Programs, both certifications (in the forms provided in Appendix A and B to the “Higher Education Capital Facilities Programs Joint Solicitation for Grant Applications – Fall 2025 Cycle” (“Solicitation”) hereto) must be submitted.

The undersigned officer of New Jersey City University (the “Institution”) hereby certifies the following:

1. I am an officer of the Institution and am duly authorized to make this Certification and to submit to the Secretary of Higher Education, the Application dated [Insert Date] (the “Application”) to which this Certification is attached.
2. The Application requests funding pursuant to the Higher Education Facilities Trust Fund Act, N.J.S.A 18A:72A-49 to -58 (“HEFT”) for the Project described in the Application.
3. The Project is for the construction, reconstruction, development, extension, or improvement of instructional, laboratory, communication and research facilities and complies with the requirements set forth in N.J.A.C. 9A:15-1.3.
4. The Institution is a public institution of higher education established or authorized by New Jersey law which is eligible to receive state aid.
5. The Institution acknowledges and agrees that it is obligated to maintain the Project and is authorized by the Resolution duly adopted by the governing body of the Institution dated and submitted with the Application (the “Resolution”) to fulfill this obligation.
6. The information provided in the Application regarding the Institution, the Project and the cost and uses thereof, and the benefit to and the effect of the Project on, the Institution, its students and the State of New Jersey is correct and complete.
7. The Project and the construction, operation and maintenance thereof will, at all times comply with all laws, rules, codes, statutes, and government guidelines.

8. As of the date of this Application, the Institution has reviewed and understands any posted Solicitation Addenda (as defined in the Solicitation) and has taken such information into account in completing and submitting the Application.
9. As of the date of this Application, the Institution has reviewed and understands the TA Materials (as defined in the Solicitation) and has taken such information into account in completing and submitting the Application.
10. A copy of the Institution's current long-range facilities plan approved by the Institution's governing board that includes provisions to address deferred maintenance and other capital renewal requirements is included with this Application or the Institution has submitted such plan to the Secretary of Higher Education pursuant to P.L. 2009, c. 90.
11. The Institution acknowledges that the Secretary retains the discretion to award grant funding in an amount that may differ from that requested in the Application, and agrees to proceed with and complete the Project even if the funding awarded is less than the amount requested.

New Jersey City University

By: _____

Name:

Title:

Date

***PART B – CERTIFICATION AS TO INSTITUTION’S UNDERSTANDING AS TO
FUNDING SOURCES***

Note: If Part B is not signed, the Institution will not be eligible to be considered for alternate grant funding.

1. The Institution acknowledges that if a Project or a portion of a Project is eligible for funding from both the Programs, the Secretary has discretion to approve funding for said Project or portion of said Project from either or both grant programs, even if the Institution applied for funding from the other grant program or applied for funding from only one of the grant programs. The Institution certifies that its Board of Trustees authorizes the Authorized Officers to accept grant funding for the Projects from either or both of the Programs.

New Jersey City University

By: _____
Name:
Title:

Date

APPENDIX C

RESOLUTION TEMPLATE

RESOLUTION¹ AUTHORIZING NEW JERSEY CITY UNIVERSITY TO SUBMIT A GRANT APPLICATION TO THE SECRETARY OF HIGHER EDUCATION FOR GRANT FUNDING UNDER THE FALL 2025 CYCLE OF THE HIGHER EDUCATION CAPITAL FACILITIES PROGRAM FOR THE PURPOSE OF PROVIDING FUNDING FOR ONE OR MORE PROJECTS OF THE INSTITUTION AND AUTHORIZING ALL OTHER NECESSARY ACTIONS REQUIRED IN CONNECTION THEREWITH

Adopted:

- WHEREAS:** On December 1, 2025, the Office of the Secretary of Higher Education (the “Secretary”) released a solicitation for grant funding (the “Fall 2025 Cycle”) under the Higher Education Capital Improvement Fund Act, N.J.S.A. 18A:72A-72 et seq. (“CIF Act”) and under the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 et seq. (“HEFT Act”) (collectively, the “Higher Education Capital Facilities Program”); and
- WHEREAS:** The purpose of the Capital Improvement Fund (“CIF”) grant program is to provide grants to New Jersey’s four-year public and private institutions of higher education for the cost, or a portion of the cost, of the renewal, renovation, improvement, expansion, construction, and reconstruction of facilities and technology infrastructure. “Renewal and renovation” means “making the changes necessary to address deferred capital maintenance needs, to meet all [State of New Jersey] and federal health, safety, fire, and building code standards, or to provide a safe and appropriate educational or working environment” (N.J.S.A. 18A:72A-75); and
- WHEREAS:** The purpose of the Higher Education Facilities Trust Fund (“HEFT”) grant program is to provide grants to New Jersey’s public and private institutions of higher education for the cost, or a portion of the cost, of the construction, reconstruction, development, extension, and/or improvement of instructional, laboratory, communication, and research facilities (N.J.S.A. 18A:72A-52); and
- WHEREAS:** Pursuant to the CIF grant program, the CIF grants are expected to be funded from the proceeds of tax-exempt bonds (the “CIF Bonds”) to be issued by the New Jersey Educational Facilities Authority (the “Authority”) pursuant to the CIF Act; and
- WHEREAS:** Pursuant to the HEFT grant program, the HEFT grants are expected to be funded from the proceeds of tax-exempt bonds (the “HEFT Bonds”, and, together with the CIF Bonds, the “Tax-Exempt Bonds”) to be issued by the Authority pursuant to the HEFT Act; and

¹ Except for areas highlighted in yellow or addressed in footnotes, the text of this Resolution template cannot be changed. Revision or deletion of required text in the Resolution template may potentially result in an application being deemed incomplete.

- WHEREAS:** The deadline to submit a grant application (the “Grant Application”) for funding under the Fall 2025 Cycle of the Higher Education Capital Facilities Program is 12 p.m. Eastern Prevailing Time on December 16, 2025; and
- WHEREAS:** Pursuant to N.J.S.A. 18A:72A-77(a), “the governing board of a four-year public or private institution of higher education may determine, by resolution, to apply for a grant from CIF. Upon adoption of the resolution, the board shall file an application with the [S]ecretary, which application shall include a complete description of the project to be financed and an identification of any additional sources of revenue to be used”; and
- WHEREAS:** Pursuant to N.J.S.A. 18A:72A-54(a), “the governing board of a public or private institution of higher education may determine, by resolution, to apply for a grant from HEFT. Upon adoption of the resolution, the board shall file an application with the Secretary of Higher Education, which application shall include a complete description of the project to be financed and an identification of any additional sources of revenue to be used”; and
- WHEREAS:** The Board of Trustees (the “Board”) of New Jersey City University (the “Institution”) desires to approve the submission and form of a Grant² Application to the Secretary for funding under the Higher Education Capital Facilities Program for the projects (each, a “Project” and collectively, the “Projects”) described on **Exhibit A** attached hereto (“**Exhibit A**”). Words used in the singular shall include the plural and vice versa, as the context may require; and
- WHEREAS:** The Board further desires to designate and authorize officers of the Institution to take all necessary and desirable actions to (i) submit to the Secretary a Grant Application for the purpose of providing funding for the Projects, (ii) obtain such other sources of financing for such Projects as may be necessary to complete such Projects, (iii) execute and deliver grant agreement(s) and such other documents and instruments as may be required to implement the grant funding, and (iv) undertake and implement the Projects; and
- WHEREAS:** The Board desires to approve the aggregate costs of the Projects paid and/or financed through all sources in an amount not to exceed the total amount set forth on **Exhibit A** with respect to such Projects; and
- WHEREAS:** The Board reasonably expects to reimburse expenditures for costs of the Projects paid by the Institution prior to the issuance by the Authority of the Tax-Exempt Bonds; and
- ³**WHEREAS:** If a Project or a portion of a Project is eligible for funding from both the CIF and HEFT grant programs, the Secretary has discretion to approve funding for said Project or portion of said Project from a different grant program than which the Institution applied for funding; and

² The institution may submit one application to be funded by the CIF and/or HEFT grant programs.

³Note: Applications will not be penalized for Board resolutions omitting authorization to accept grant funding from all of the Capital Facilities Grant Programs. However, the Institution will not be considered for funding from a Program that the Board does not authorize the Institution to accept in this resolution.

[Select either Choice A or Choice B, and delete the one you are not using]⁴:

{A}

[WHEREAS: The Board desires to authorize the Authorized Officers (as defined below) of the Institution to accept grant funding for the Projects from either of the Capital Facilities Grant Programs and to make the certifications and commitments necessary to qualify the Projects for said grant funding from either of the Capital Facilities Grant Programs; and]

OR

{B}

[WHEREAS: The Board desires to authorize the Authorized Officers (as defined below) of the Institution to accept grant funding for the Projects only from [Insert either CIF or HEFT] and to make the certifications and commitments necessary to qualify the Projects for said grant funding from [Insert either CIF or HEFT]; and]

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF NEW JERSEY CITY UNIVERSITY AS FOLLOWS:

SECTION 1. The recitals set forth above are incorporated herein by reference as if set forth at length herein.

SECTION 2. The Board hereby authorizes the undertaking of the Projects described on **Exhibit A** attached hereto; approves the aggregate cost of such Projects, to be paid and/or financed through all sources in an aggregate amount not to exceed the total amount set forth on **Exhibit A** with respect to such Projects; authorizes the financing of all or any portion of the Projects with Tax-Exempt Bonds, commercial loans and other funds available to the Institution, as necessary and as further described in **Exhibit A**; acknowledges that should additional funding be needed to complete the Projects, such funding will be the responsibility of the Institution; and authorizes the submission and form of a Grant Application to the Secretary of Higher Education for grant funding of the Projects under the Fall 2025 Cycle of the Higher Education Capital Facilities Program.

SECTION 3. A. CIF Grant Program⁵

With respect to any Project that receives funding pursuant to the CIF grant program, in accordance with N.J.A.C. 9A:12-1.3(e):

- the Board hereby certifies that the Institution has an up-to-date long-range facilities plan approved by the Board that includes provisions to address deferred

⁴ If the Institution chooses version {A}, include both Section 3A and Section 3B below in this resolution. If the Institution chooses version {B}, the Institution should select either CIF or HEFT and the Institution must include either Section 3A for CIF or Section 3B for HEFT, as applicable, in this resolution. Although the Institution may select Section 3A and/or Section 3B, please be advised that the text should not be revised; revisions may potentially result in an application being deemed incomplete.

⁵ See footnote 4.

maintenance and other capital renewal requirements and the Board hereby pledges to use the CIF grant to advance that plan; and

- the Board commits to maintaining the capital improvement project funded by the CIF grant; and
- the Board certifies that the Institution will use the CIF grant funds for renewal or renovation of instructional, laboratory, communication, research, and/or administrative facilities, or for improvement, expansion, construction, and reconstruction of instructional, laboratory, communication, and research facilities, or technology infrastructure if the criteria found at N.J.A.C. 9A:12-1.3(d) are met; and
- the Board commits to paying the Institution's required share of the debt service on the CIF Bonds issued to fund the CIF grant (one-third of the debt service on the CIF Bonds if the Institution is a public institution or one-half of the debt service on the CIF Bonds if the Institution is a private institution).

B. HEFT Grant Program⁶

With respect to any Project that receives funding pursuant to the HEFT grant program, in accordance with N.J.A.C. 9A:15-1.3(b):

- the Board hereby certifies that the Institution has an up-to-date long-range facilities plan approved by the Board that includes provisions to address deferred maintenance and other capital renewal requirements and the Board hereby pledges to use the HEFT grant to advance that plan; and
- the Board commits to maintaining the facilities project funded by the HEFT grant; and
- the Board certifies that the Institution will use the HEFT grant funds for the cost, or a portion of the cost, of the construction, reconstruction, development, extension, or improvement of instructional, laboratory, communication, and research facilities.

SECTION 4. This Resolution is a declaration of the official intent of the Institution that the Institution reasonably expects and intends to reimburse expenditures for costs of the Projects paid prior to the issuance of the Authority's Tax-Exempt Bonds ("Applicable Tax-Exempt Debt") in accordance with Treasury Regulation Section 1.150-2 and that the maximum principal amount of the Applicable Tax-Exempt Debt expected to be issued to finance costs of the Projects, including amounts used to reimburse expenditures for such costs paid prior to the issuance of the Applicable Tax-Exempt Debt is \$ [REDACTED].⁷

SECTION 5. The Authorized Officers (as set forth in **Exhibit B** attached hereto) (each an "Authorized Officer") are each hereby authorized and directed to take all necessary and desirable action to submit to the Secretary a Grant Application for the purpose of providing funding for the Projects, to approve, execute and deliver any and all agreements

⁶ See footnote 4.

⁷ This amount should not be less than the aggregate cost of the Project(s) expected to be funded by CIF and/or HEFT as listed on Exhibit A (i.e. The Total Amount of Grant Request). The cost of a Project should include eligible capital costs of the Project.

SECTION 6. The Board hereby authorizes the Authorized Officers to accept grant funding for the Projects as may be awarded to the Institution as a result of participating in the Fall 2025 Cycle.

SECTION 7. All resolutions, orders and other actions of the Board in conflict with the provisions of this Resolution to the extent of such conflict are hereby superseded, repealed or revoked.

SECTION 8. This Resolution shall take effect immediately; and be it further resolved that no further approvals by the Board are necessary to implement this Resolution.

DULY CERTIFIED: _____

RESOLUTION - EXHIBIT A⁸

PROJECT DESCRIPTION

A. Project Description:

B. Grant Request:

Amount of CIF Grant Request	\$	<div style="background-color: yellow; height: 1.2em; border: 1px solid black;"></div>
Amount of HEFT Grant Request	\$	<div style="background-color: yellow; height: 1.2em; border: 1px solid black;"></div>
Total Amount of Grant Request ⁹	<u>\$</u>	<div style="background-color: yellow; height: 1.2em; border: 1px solid black;"></div>

C. <u>Total Amount of Institutional Funds to be Provided (if any)</u>	\$	<div style="background-color: yellow; height: 1.2em; border: 1px solid black;"></div>
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D. <u>Total Cost of Project</u>¹⁰	\$	<div style="background-color: yellow; height: 1.2em; border: 1px solid black;"></div>
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⁸ Attach additional pages as are necessary to account for all projects being submitted for funding consideration.

⁹ Insert this amount in Section 4. If the Institution is submitting an Application for multiple projects, insert the Total Amount of Grant Request for all projects in Section 4.

¹⁰ Total Cost of Project = Amount of CIF Grant Request + Amount of HEFT Grant Request + Total Amount of Institutional Funds to be Provided.

RESOLUTION - EXHIBIT B¹¹

AUTHORIZED OFFICERS OF NEW JERSEY CITY UNIVERSITY

¹¹ List by applicable titles, i.e. President, Treasurer, Chief Financial Officer, Vice President of Finance and Administration, etc.