

**GREEN ACRES PROGRAM**  
*New Jersey Department of Environmental Protection*

**JAKE'S LAW PLAYGROUND  
FUNDING APPLICATION**

**LOCAL & NONPROFIT ASSISTANCE PROGRAM**

**Deadline: February 5, 2025**

Application Information Sessions:  
**October 30, 2024, November 25, 2024, and December 18, 2024**



***Green Acres Mission Statement***

*To achieve, in partnership with others, a system of interconnected open spaces  
the protection of which will preserve and enhance New Jersey's natural environment  
and its historic, scenic, and recreational resources  
for public use and enjoyment.*

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# APPLICATION INFORMATION

## Jake's Law Playground Funding Application

Since 1961, the Green Acres Program has funded the acquisition of open space for recreation and conservation purposes, and the development of outdoor recreational facilities. Green Acres remains committed to preserving New Jersey's natural, historic, and recreational resources statewide and is pleased to continue the tradition of partnering with local and county governments and nonprofit organizations to serve New Jersey residents.

The Green Acres Program introduced a pilot grant incentive program in the 2023 funding round for New Jersey's counties to create Completely Inclusive Playgrounds, promoting accessible park improvements for children and adults with disabilities. In 2024, Green Acres expanded the Jake's Law grant incentive funding program to include municipal governments. **The 2025 funding round will be the last round for the Jake's Law Pilot Funding Program.** Green Acres has always funded inclusive, accessible playgrounds through the park development program, and Completely Inclusive Playgrounds will continue to be eligible for park development funding after the pilot program has ended, however not with the grant incentives or non-competitive benefits.

Jake's Law, passed in 2018, encourages New Jersey counties to build inclusive playgrounds that are designed with standards that generally exceed those required by the Americans with Disabilities Act (ADA) and result in accommodating people with disabilities to the greatest degree feasible. In 2022, the Department of Community Affairs adopted regulations for Jake's Law that set out the standards for Completely Inclusive Playgrounds.

Counties and municipalities can apply to Green Acres for 75% matching grants for Completely Inclusive Playgrounds; awards are anticipated to be between \$500,000-\$750,000 for municipalities and \$750,000-\$1,000,000 for counties, depending on demand. While we hope to approve all Jake's Law applications this round, if demand exceeds dedicated funding, proposed projects will be prioritized based on proximity to existing inclusive playgrounds and community disability demographics.

The Green Acres application package provides guidance for applicants, including information about the most frequently asked questions and common mistakes. To assist applicants, a clickable Table of Contents and links throughout the document are provided to assist in locating the information needed to select the best funding option for the community's needs, determine eligibility, understand the funding parameters, and submit a successful application.

To help Green Acres' applicants submit competitive applications with a greater chance of success, information has been included on the types of projects that will achieve multiple public goals and support existing planning, open space, and recreation initiatives. In the *Submitting a Competitive Application* section, details about the following State, Department, and Program priorities are provided:

- Public Engagement and Outreach
- Public Recreation Benefits
- Environmental Justice
- Community Revitalization
- Protection of Natural and Historic Resources
- Climate Mitigation and Resilience
- Consistency with Open Space and Recreation Planning
- Stewardship of Public Funds

As in recent past rounds, applicants are encouraged to review and acknowledge the requirements outlined in the Public Engagement and Notice Requirements section. Please note that the traditionally required public

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hearing *does not* fulfill the public engagement requirement. While a pre-application public hearing is still required, applicants must engage in public outreach activities during the project planning process, and those activities must be documented in the Green Acres application. Please contact Green Acres with any questions about these requirements. **Applications that do not include demonstration of meaningful public engagement during the project planning process will be deemed ineligible.**

Please share feedback and suggestions for upcoming funding rounds by emailing [GreenAcres@dep.nj.gov](mailto:GreenAcres@dep.nj.gov).

### **Getting Started:**

We recommend beginning the application process by focusing on the following items. Addressing these items early in the process will help ensure that your application is complete and can be submitted by the application deadline.

1. Public engagement during the project planning process must be the first step. If it has not yet been initiated, this should begin right away. For more information, skip to the Public Engagement and Notice Requirements section.
2. For local governments: Pick a date for the public hearing. Once the date is established, you can work out the timing of the website and newspaper notices of the public hearing and take the steps necessary to get proposed application and resolution on the governing body's agenda. The date of the public hearing should allow for rescheduling prior to the application deadline in the case of inclement weather. Again, for more information, see the Public Engagement and Notice Requirements section.
3. Reach out to the Green Acres contact for your area and confirm proposed project eligibility and funding category.
4. We highly recommend reading through the entire application package to understand what is required and see the guidance we have provided to help you prepare an application that is likely to succeed.

## Application Support

### Technical Support

All interested applicants are encouraged to contact Green Acres *as early as possible* to discuss project eligibility, program priorities, and application procedures. Staff are available for assistance throughout project planning, application preparation, and project management.

### Upcoming Information Sessions

Green Acres will be hosting virtual application information sessions, on:

- October 30, 2024 - Application overview and Q&A
  - 10:00am to 11:30am for Acquisition projects (including Green Acres and Urban Parks), and
  - 1:00pm to 2:30pm for Park Development (Green Acres and Urban Parks), Stewardship, and Jake's Law projects.
- November 25, 2024 - Application Q&A (no presentation)
  - 10:00am to 11:00am for all projects
- December 18, 2024 - Application Q&A (no presentation)
  - 10:00am to 11:00am for all projects

Notices will be sent to stakeholders, and links to the virtual application information sessions will be posted on the Green Acres website. The virtual application information sessions will be recorded, and the recordings will also be available on the Green Acres website.

### Green Acres Contacts

Please reach out to the appropriate project manager regarding application questions. Email outreach is recommended. The [Green Acres contact list](#) can be found on the website, or general questions may be directed to [GreenAcresApplications@dep.nj.gov](mailto:GreenAcresApplications@dep.nj.gov), or (609) 984-0500.

## 2025 Funding Round Programs

The Green Acres Program will offer four funding programs for 2025, as identified below. Information about each program is provided in all Green Acres application packages to ensure that applicants are aware of all funding options and the limits on the number of funding requests that can be submitted per applicant.

**Figure 1: 2025 Funding Round Programs**

*Applicants may submit one request per funding program*

<b>Program</b>	<b>Description</b>	<b>Eligibility Notes</b>
<b>Traditional Green Acres</b>	Land Acquisition (including Planning Incentive, Site-Specific Incentive, Standard, Urban Aid, or Nonprofit) <i><b>OR</b></i>	All local governments and nonprofits
	Park Development <i><b>OR</b></i>	All local governments; Nonprofit projects located in an Urban Aid, Densely Populated, or Highly Populated Municipality or a Densely Populated County or that draw over 75% of their users from those areas
	Urban Parks Rollover	Projects located within Overburdened Communities Subject to Adverse Cumulative Stressors within Urban Aid Municipalities that were unfunded or underfunded through the Urban Parks Program
<b>Stewardship</b>	Restoration and Protection of Natural Resources and Historic Landscapes	All local governments and nonprofits
<b>Jake’s Law Playground Funding</b>	Completely Inclusive Playgrounds – <i>Final year of enhanced funding pilot program</i>	County and municipal governments
<b>Urban Parks</b>	Land Acquisition, Park Development & Historic Preservation	Local government projects located within Overburdened Communities Subject to Adverse Cumulative Stressors within Urban Aid Municipalities

This application is for Jake’s Law projects. Please see the [Green Acres’ Forms and Regulations](#) website to obtain applications for other programs. Please note that February 5, 2025, is the deadline for all funding programs, for new applications as well as supplemental funding requests from local governments and nonprofits that have active projects that are progressing in a timely fashion.

For local governments and nonprofits seeking supplemental funding for previously approved Traditional Green Acres or Stewardship projects, please complete and submit the 2025 Supplemental Funding Request Form, available on the [Green Acres website](#) by the February 5, 2025 deadline. Applicants for supplemental funding should reach out to the appropriate Green Acres contact for assistance in filling out the form.

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Funding Request Limits

Applicants may submit one request for each funding program for which they are eligible, and the one request for each program may be a new application OR a supplemental funding request. For example, an applicant can request supplemental funding for a Planning Incentive project OR funding for a Green Acres park development application, but not both. The *Funding Request Limits by Applicant Type* chart in the Tools / References, which lists the maximum number of funding requests that can be submitted by each applicant type, may be helpful.

Please carefully consider project management capacity when deciding how many applications to submit. To ensure project success, applicants should not take on more than they can complete within the 2-year project period.



## Eligibility

The Green Acres Program *strongly* encourages applicants to contact the program to discuss the proposed project and confirm eligibility prior to preparing an application. New applications will undergo an eligibility and completeness review upon receipt; only those complete applications deemed eligible will be ranked and compete for funding.

### Eligible Applicants

County and municipal governments are eligible to apply for Jake's Law Playground funding, including those who received a Jake's Law funding award in the 2023 or 2024 round. Utility authorities and similar agencies without primary recreation and conservation responsibilities are not eligible.

**Please note:** Municipalities that have three or more open projects, and counties that have five or more open projects, as well as applicants that are not making sufficient progress resolving open compliance issues, were notified in October 2024 that they are not eligible to submit new applications. An exception applies if an applicant has too many open projects and wants to submit a new Jake's Law application. The exception does not apply to applicants with stalled compliance issues. Supplemental funding requests are not accepted for Jake's Law projects.

### Eligible Projects

Eligible Jake's Law projects are those that create a Completely Inclusive Playground (CIP) as described by the applicable Department of Community Affairs' (DCA) rules, which can be found in the [Tools / References](#) section. The CIP may replace an existing non-inclusive playground or create a new playground. Please read the DCA rules carefully to ensure your project will comply.

DCA's regulations include a number of specific requirements for CIPs, which apply both to the playground equipment itself and to associated improvements and amenities. While some of these requirements may increase the cost of the CIP beyond that of a standard playground, their intention is to ensure that all children have access to playgrounds and recreational amenities, regardless of their physical abilities or neurodiversity. Applicants unable to meet DCA's CIP requirements are encouraged to seek playground funding through a Green Acres park development application.

Please note that the application project description, concept plan, and cost estimate must demonstrate consistency with every required element of a CIP in order for the project to be eligible. Please see the Jake's Law Playground Funding FAQs in the [Tools / References](#) section for more information.

### Eligible Project Sites

Counties may apply to create a Completely Inclusive Playground (CIP) on county-owned parkland. County CIPs may also be built on municipal parkland, provided that two conditions are met: (1) The County has an irrevocable lease (pre-approved by Green Acres) for a term of at least 25 years starting from the beginning of the project. If no such lease exists, applicants should submit a letter from the municipality stating that they will provide such an agreement if the project is approved; and (2) the CIP is listed on the county website as a county facility.

Municipalities may apply to create a CIP on municipally owned parkland. Municipal applicants that would like to build a CIP on land that they do not own must reach out to the appropriate Green Acres contact person to discuss the proposal prior to applying.

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Facilities constructed on land that is designated on a municipal tax map as belonging to a road right-of-way are not eligible for Green Acres funding.

Site Limitations & Permitting

Applicants seeking Jake's Law Playground funds should carefully analyze site suitability early in the planning process and prior to applying to Green Acres. Early awareness of possible site development limitations is integral to sound planning practices and often minimizes subsequent construction delays and constraints. Site attributes, such as wetlands, dunes, endangered species, mature forested areas, or other significant natural resources, may define, limit or, in some instances, preclude development. Permit identification is required as part of all Green Acres applications, and applicants are urged to seek assistance from the DEP or other regulatory/permitting agencies to ascertain whether special approvals and permits may be associated with project sites.

**Eligible Costs**

The following are eligible Jake's Law project costs:

- The cost of constructing the Completely Inclusive Playground, including all required elements as per the Department of Community Affairs rules for Completely Inclusive Playgrounds (see [Tools / References](#))
- Professional services (e.g., engineering and construction supervision), up to a cap of 13% of eligible and completed construction costs
- Environmental assessment costs, i.e., the cost of the preliminary assessment report and, if necessary, the site investigation report, provided these reports are prepared in accordance with Green Acres guidelines
- The cost to demolish *non-historic* structures
- Other incidental costs related to the development project, including legal, advertising, permit fees, and preliminary planning and engineering necessary for the preparation of the application, are eligible up to a cap of 2% of submitted construction costs or \$20,000, whichever is less
- Permit fees
- Cost of equipment required to make a facility operational

To ensure sufficient funding, all anticipated costs should be included in the initial funding request.

The following costs are not eligible for Jake's Law funding:

- The cost of constructing any improvement not part of a Completely Inclusive Playground, including all required elements
- Administrative and operating costs and salaries and wages of any employee of the local government
- Costs to remediate a contaminated site

## Funding

### Funding Categories & Percentages

Jake's Law projects are eligible for 75% matching grant funding. If available, Jake's Law projects are also eligible for Green Acres loan funding (see Matching Funds section below).

### Matching Funds

Green Acres Jake's Law Playground funding must be matched. Possible sources of matching funds include:

- Local government open space, capital, or bond funds
- County open space program funding
- Other public funding sources
- Private or corporate monetary donations
- Grants from private foundations
- Green Acres loan funding for local governments, if available. Jake's Law project loans have a term of 20 years and a 0% interest rate. Please note that grants and loans obtained through the Green Acres Program are not subject to local government CAP laws. Upon loan approval, a local government will be required to pass a capital spending ordinance authorizing two semi-annual repayments to the state.

Ineligible sources of matching funds include:

- Other Green Acres funding (i.e., Green Acres State Land Acquisition Program funding or Green Acres Local & Nonprofit Assistance Program funding awarded to a different applicant)
- Other funding awarded through the Garden State Preservation Trust (i.e., funding from the State Farmland Preservation Program or the NJ Historic Trust)
- The value of any donated goods and services that have not been obtained in conformance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.

Links to specific sources of possible matching funds can be found in the [Helpful Links](#) section. Applicants must identify the anticipated source of matching funds at the time of application, and the applicant's Chief Financial Officer must sign off on the financial figures in the required resolution, including the available match amount.

### Funding Round Cap

The funding round caps for Jake's Law projects are anticipated to be:

- For county projects, between \$750,000 and \$1,000,000
- For municipal projects, between \$500,000 and \$750,000

Final funding round cap amounts will depend on demand for available funding.

Green Acres is setting aside funding for the Jake's Law Playground Pilot program and hopes to be able to approve all eligible applications. If total Jake's Law funding requests exceed dedicated funding, projects will be reviewed based on two criteria: (1) proximity to existing inclusive playgrounds (including those approved for Green Acres funding in 2023 or 2024) and (2) community disability demographics.

## Public Engagement and Notice Requirements

Meaningful public engagement is critical in order to accurately determine community open space and recreation needs and create better parks. Involving the public in project planning ensures that the investment of public funds reflects the community's needs and priorities for *where* open space should be acquired and *how* it should be developed.

### Community Engagement

All applications to the 2025 funding round must reflect meaningful community engagement during the project planning stage. As previously noted, **the required public hearing (see below) does not fulfill the application public engagement requirement, and applications that do not demonstrate additional community involvement during the project planning stage will not be funded.**

Instead of limiting engagement to one or two organizations (e.g., the open space committee or a particular sports league), applicants must strive to solicit broad community feedback from varied sources. Whatever means are used to engage the public during project planning, outreach efforts should be well-advertised and offer ample opportunities for participation. The project application should document the public engagement efforts and clearly identify how final project plans incorporate community input.

To be eligible, applicants must implement at least two of the following outreach methods and submit documentation of completion for each:

- 1) Community survey
  - On-line surveys, advertised on websites, in local news sources, flyers, etc.
  - Paper surveys available at public buildings and events – e.g., library, municipal building, recreation center, senior citizen center, school functions

*Note:* To qualify as meaningful outreach, the survey should 1) Include open-ended questions to solicit respondent opinions and 2) Be conducted early enough in the process to allow sufficient time for response and to incorporate findings into project planning and design.
- 2) Community meeting (*in person and/or virtual; on site or elsewhere*)
  - Open house meetings
  - Design charrettes
  - Focus groups
- 3) Invitation for community input
  - Pop-up feedback sessions at park and/or at public buildings and community events
  - Mailers to households inviting input
  - Social media posts inviting input

### Public Hearing & Notice Requirements – Local Governments and Nonprofits

In addition to the public engagement requirements, all local government applicants must advertise and hold a public hearing before applying. Requirements for the public hearing announcement, the hearing itself, and the hearing minutes were updated in recent funding rounds, and the complete requirements can be found in the attached checklist. Most notably, there is no post-deadline grace period for submitting the required public hearing documents. Minutes of the public hearing (draft is acceptable) must be submitted *by the application deadline* or the application will be incomplete and deemed ineligible.

County applicants are also required to forward the notice of the public hearing to the clerk of the municipality(ies) within which their project is located, preferably at least 15 days prior, but at a minimum 48 hours before the hearing.

## **Submitting A Comprehensive Application**

In their submissions, applicants should address how their proposed project reflects State, Department, and Program priorities. Below is a discussion of these priorities with tips for how to consider each when designing a project and preparing the application.

### **1. Public Engagement and Outreach**

Public engagement is not only an application requirement (see previous section), but it also ensures that the project meets the needs of the community it is meant to serve. Meaningful public participation will result in a better CIP.

### **2. Public Recreation Benefits**

All funded project sites must have meaningful public access and be designed to provide significant public recreation benefits, for example by serving a large population that can easily access the property and/or by offering recreation opportunities that are not readily available in the area.

### **3. Environmental Justice**

Central to the Green Acres mission is improving the quality of life for all NJ residents, particularly those in communities with environmental justice concerns. New Jersey's Environmental Justice Law, passed in 2020, provided a targeted approach for this goal, and Green Acres gave priority to projects in Overburdened Communities (OBCs) in the 2021 funding round. Using environmental stressors data, the Department subsequently identified Overburdened Communities Subject to Adverse Cumulative Stressors, those OBCs that are higher than the 50<sup>th</sup> percentile for total environmental and public health stressors. In turn, Green Acres refined its project ranking and funding policies in 2023 to offer additional points and enhanced grant funding to projects that are located within or are easily accessible from an Overburdened Community Subject to Adverse Cumulative Stressors.

### **4. Revitalization**

Green Acres supports expanding outdoor recreation and conservation opportunities through the reclamation and restoration of vacant industrial or commercial properties, including landfills, brownfields, other contaminated sites, and expansive impervious parcels. Transforming these lands into parks revitalizes communities and improves residents' quality of life. The application should highlight how the project will help revitalize the property through demolition of dilapidated buildings and/or removal of expansive impervious surfaces.

### **5. Protection of Natural and Historic Resources**

Conservation and environmental protection goals have always been a core part of the Green Acres mission, including protection of critical wildlife habitat, unique natural areas and land types, biodiversity, flood storage areas, and surface and groundwater quality. Green Acres funding has also supported the protection of significant historic resources. Applicants should discuss whether the project contributes to these efforts.

### **6. Climate Mitigation and Resilience**

Reducing and responding to climate change is a top statewide priority, and a particular focus for the DEP. Park development projects can help contribute to climate mitigation and resilience, particularly through efforts to preserve and enhance natural carbon sequestration and flood mitigation. Applicants should highlight if the proposed project will support climate mitigation and resilience, e.g., through:

- Sustainable building design through water conservation, renewable energy, energy efficient technologies, etc.
- Consistency with the applicant's Climate Resilience Plan

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- Support for *New Jersey's Global Warming Response Act 80x50 Report* strategies and goals

Please see *Helpful Links* in Reference Documents for more information about the DEP's climate change efforts, climate-friendly parks, and sustainable building design.

The DEP's 80x50 Report identifies carbon sequestration as an important climate mitigation and resiliency tool and promotes the maintenance and expansion of the state's tree canopy. With this goal in mind, Green Acres strongly discourages tree removal and encourages applicants to include native tree plantings in their park development projects. Applicants are asked to provide more detailed information regarding any tree removal proposed as part of the project, including a discussion of alternatives to removing the trees. Tree removal information will be requested as part of the Environmental Impact Assessment (see form for additional information). Projects that propose excessive tree removals will not be eligible for funding.

Local government applicants can obtain guidance on effective tree and forest ecosystem management, including technical and financial assistance, from the DEP's [Urban & Community Forestry Program](#).

## **7. Consistency with Open Space and Recreation Planning**

Green Acres is dedicated to investing in open space and recreation projects that reflect local priorities and support regional and state planning goals. Applicants should demonstrate planning consistency in Factor 2 through discussion of how the following planning resources influenced the design of the proposed project:

- Consultation with local and county government officials and commissions, including recreation staff and advisory boards, environmental commissions, historic preservation committees, and open space committees
- Consultation with local interest groups, including environmental groups, historic preservation groups, athletic clubs, and other community groups and current or potential park users
- Local and county land use plans, and specifically any open space or recreation elements
- Regional planning efforts, such as regional trail plans, redevelopment plans, and special area master plans (e.g., [Highlands](#), [Meadowlands](#), [Pinelands](#))
- State open space and land use planning efforts, such as the [New Jersey State Development and Redevelopment Plan](#) (State Plan) and the Statewide Comprehensive Outdoor Recreation Plan, *Outside, Together!* (Please address *Outside, Together!* Principles)
- The [NJMAP/Conservation Blueprint](#), an interactive map-based statewide open space and recreation planning tool
- [Furthering the Promise](#), a guidance document for advancing environmental justice
- NJ's *Global Warming Response Act 80x50 Report*, the *Climate Change Resilience Strategies*, the *Scientific Report on Climate Change*, and the appropriate [regional action plan](#), if available, all available through the Department's [Climate Change](#) website.
- The municipal [DEP-approved Public Access Plan](#), if the municipality has prepared one (please note if it has been incorporated into the master plan)
- The NJ Department of Health and NJDEP [Healthy Community Planning](#) website and resources
- For a project involving a historic property, the [New Jersey Comprehensive Statewide Historic Preservation Plan](#) and, if applicable, a planning document such as a Historic Structures Report, a Preservation Plan, or a Cultural Landscape Report; and the National Park Service's Professional Qualification Standards in the relevant disciplines, published at 36 CFR Part 61

## **8. Stewardship of Public Funds**

The Green Acres Program has the responsibility to ensure public funds it administers are invested wisely. Applicants should establish through Factors 1, 2, and 3 that the proposed project is a good investment by:

- Highlighting any aspects of the project that demonstrate cost-efficiency, e.g., matching funds from other funders, donations of value, use of cost-saving technology
- Documenting that the applicant is aware of the increased cost of maintenance and has the financial resources and staff/volunteers to properly maintain the funded facilities

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- Demonstrating consideration of the 2-year project period that Green Acres establishes after project approval, through a description of anticipated timeline milestones and deadlines, ensuring that the community will benefit from the proposed project in a timely fashion

Applicants for park development projects, including Jake's Law projects, should also:

- Review the cost of the project in light of the anticipated life of the facilities
- Confirm that sufficient public outreach and recreational planning was conducted to ensure that the proposed facilities are appropriately designed to meet short-term community needs and will be relevant and used by the community for years to come

## **Grounds For Application Disqualification**

As previously noted, new applications will undergo an eligibility review upon receipt; only those deemed eligible will be considered for funding. The following circumstances will disqualify an application:

1. Applicant is a municipality that has three or more open projects or is a county that has five or more open projects at the time of application (affected applicants were previously notified)
2. Applicant has failed to adequately address outstanding Green Acres compliance issues (affected applicants were previously notified)
3. Application submission does not include all required items by deadline (see Submissions Checklist) (Must be submitted on the Green Acres website by 5:00 pm on February 5, 2025)
4. Application has failed to discuss and document meaningful public input during the planning process (see Public Engagement and Notice Requirements section)
5. Public hearing requirements have not been met (please see [checklist](#))
6. Application is not signed by the person authorized in the enabling resolution (“NOW, THEREFORE, BE IT RESOLVED...” paragraph)
7. Application is not fully signed, including by Chief Financial Officer (bottom of the last page of the application form)
8. Application is to re-fund a facility Green Acres funded less than 20 years ago, unless applicant has discussed the proposal with Green Acres staff and sufficient justification is submitted as per Green Acres rules and requirements
9. Proposed project does not result in a usable recreation facility that meets all of the requirements for CIPs listed in the DCA Rules.
10. Proposed project involves excessive tree removal or otherwise causes significant environmental harm
11. Applicant has awarded the construction contract for the project without prior Green Acres authorization



## **What happens after application submission?**

### **Approval Process**

After applications are reviewed, Green Acres will first identify projects that are ineligible. Next, Green Acres will rank eligible projects and compile a list of approval recommendations, which then will be reviewed by the Department and transmitted to the Garden State Preservation Trust (GSPT). The GSPT will approve successful applications using funds available from the 2014 voter-approved referendum, which became the Preserve New Jersey Act (P.L. 2016, C 12). Green Acres will send letters notifying applicants if their application was successful or not. Approved projects must then go through legislative appropriation.

The length of the approval process has varied in the past, averaging 3-6 months. Many of the changes to be implemented during this funding round are designed to shorten the review process; this year the anticipated DEP/GSPT review period is 3 to 4 months after the submission deadline. We cannot predict the length of the legislative appropriation process.

**Please note:** To maintain funding eligibility, applicants must not move forward with bidding the project before funding awards are announced. Should an emergent circumstance arise, please contact the appropriate Green Acres project manager to discuss the At-Risk Authorization process.

### **Highlighted Project Administration Requirements**

While Green Acres projects involve several requirements, the most notable are highlighted below.

#### Preliminary Assessment Report (PAR)

Green Acres requires careful review of all proposed project sites for evidence of past use as landfills; hazardous waste production, storage, or disposal sites; or the adverse effects resulting from such sites in close proximity to the proposed public park, as well as the presence of historic fill and certain residual agricultural chemicals. This review is intended to minimize public liability for site cleanup costs and allows the state, Green Acres' applicants, and the public to be reasonably assured that lands acquired or developed with public funds can be used for recreation or conservation purposes without risk to public health.

For this reason, approved applicants will be required to obtain a preliminary assessment of the project site. Green Acres will provide guidance documents that require adherence to the criteria established by the DEP's Technical Requirements for Site Remediation (N.J.A.C. 7:26E-3). A percentage of the costs normally associated with this professional service is reimbursable as part of an approved and completed Green Acres project, as long as the preliminary assessment is done in accordance with Green Acres guidelines.

If the Preliminary Assessment Report recommends additional investigation of any Area of Concern at the project site, the applicant will be required to submit a Site Investigation Report (SIR). If the SIR notes contamination above acceptable levels, the applicant may pursue remediation while obtaining and submitting the other necessary project deliverables. Once all Areas of Concern are resolved to the Department's satisfaction, Green Acres participation in the project may proceed.

### **Project Period**

Once approved, Green Acres establishes a two-year project period, during which time the applicant must meet all procedural requirements, complete the development project, and request payment. In addition, significant progress must be made throughout the project period to remain eligible. A proposed project schedule is required as part of each application to assist with project planning and to allow Green Acres to evaluate the proposal. Please talk to the appropriate Green Acres project manager regarding any schedule changes that will affect the ability to meet project deadlines. Barring extenuating circumstances, approved projects that are not making significant progress or cannot be completed by the end of the project period will be cancelled.

## **Post-Project Requirements & Responsibilities**

Prospective applicants are urged to familiarize themselves with the Department's Green Acres Program rules (N.J.A.C. 7:36, at [Green Acres' Forms and Regulations](#) website). Acceptance of Green Acres funds obligates the local government to adhere to the Department's requirements, both during the funding process and after a project is complete.

### Protected Parkland – Recreation and Open Space Inventory

The Department is dedicated to creating a net increase in parkland. For that reason, a local government that receives Green Acres funding is not allowed to convey, dispose of, or divert to a use for other than recreation and conservation purposes (1) any lands (including facilities) funded by Green Acres and/or (2) any lands held by the local government for recreation and conservation purposes at the time of receipt of Green Acres funding. The local government is required to list such lands on the Recreation and Open Space Inventory (ROSI), which is part of an application for Green Acres funding. If the application is approved, the ROSI will become part of the project agreement between the local government and the State.

### Parkland Maintenance and Operation

Prior to accepting our funding, local governments should be aware of the specific requirements of N.J.A.C. 7:36-25 regarding maintenance and operation of Green Acres encumbered parkland. The requirements related to maintenance and operation of Green Acres encumbered parkland are administered and enforced by the Department's [Office of Transactions and Public Land Administration, Public Land Compliance Section](#) ("OTPLA"). These requirements include, but are not limited to,

1. Upon closing, Green Acres encumbered parkland must be open to the public without discrimination or exclusion based on residency. N.J.A.C. 7:36-25.10 (for funded parkland) and N.J.A.C. 7:36-25.11 (for unfunded parkland)
2. Scheduling the use of facilities either funded by Green Acres or located on parkland acquired with Green Acres assistance (funded parkland) is allowable, provided that such programmed uses are not exclusive or discriminatory and that adequate provisions are made for non-scheduled use. N.J.A.C. 7:36-25.9. The Department does not regulate the scheduling of facilities on unfunded parkland. N.J.A.C. 7:36-25.11.
3. Fees for use of directly funded sites are allowable. Differential fees for use by non-residents or different categories of users may also be charged but must be discussed with OTPLA to ensure they are equitable. All revenues derived from use or operation of a directly funded site must be used by the local government for the operation, maintenance, or capital expenses of either that park facility or their funded parkland or recreation system as a whole. The Department does not regulate the fees for use of unfunded parkland. N.J.A.C. 7:36-25.11.
4. Structures being acquired or developed with Green Acres funding, or new construction on funded parkland after a property is acquired by a local government, must be used exclusively in support of public outdoor recreation and conservation purposes and must be approved in advance by OTPLA. This condition will be included in the project agreement if the project is approved. Many compliance problems result from the use of such structures for ineligible purposes. To avoid such problems, local governments must discuss proposed future uses of structures with Green Acres and OTPLA, both during and after the funding process, to ensure that such uses are allowable. N.J.A.C. 7:36-25.7. The requirements for new construction or use of structures on unfunded parkland are similar to those that apply to funded parkland, but structures on unfunded parkland may be used for public indoor recreation as well as support of outdoor recreation. N.J.A.C. 7:36-25.8.
5. Leasing of Green Acres encumbered parkland for agricultural purposes is allowable as an interim parkland management tool but is not allowed as a permanent use of parkland. Farm leases on funded parkland must be approved by OTPLA and are subject to specific requirements in N.J.A.C. 7:36-25.13. Clearing of trees for agricultural use is not allowed on Green Acres encumbered parkland. Public access is required after closing, even if the property is leased.

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6. Compliance inspections of funded parkland are conducted by OTPLA every three years. If noncompliance is identified and not corrected in a timely fashion, Green Acres, in consultation with OTPLA, may suspend payments on active projects and the local government will not be eligible for future Green Acres funding. Additional information about post-funding responsibilities can be found at [what-to-expect-when-we-re-inspecting-otpla.pdf \(nj.gov\)](#)
7. Parkland must not be sold, leased, exchanged, or donated except to the State, or local government unit, a qualifying tax-exempt nonprofit organization, or the Federal government for recreation and conservation purposes (and then only with the prior written approval of the Commissioner).

# FORMS & SAMPLES

**LOCAL & NONPROFIT ASSISTANCE PROGRAM**

**Jake's Law Playground Funding Application Form**

Complete and submit application with all required attachments by February 5, 2025, through the Green Acres website. Instructions for submitting your application can be found at [www.NJGreenAcres.org](http://www.NJGreenAcres.org).

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**PROJECT INFORMATION**

**Project Title:** 'TOGETHER WE PLAY' at Nelson Avenue Park: An Inclusive Playground Space

**Project Sponsor:** Borough of Beach Haven, Ocean County, NJ

**Project Description:**

All projects must comply with the regulations established by the Department of Community Affairs at (N.J.A.C. 5:23-7.19, 7.31, 11.2, and 11.4). On a separate page, please briefly address each of the following in order. This information will be used to determine project eligibility.

1. Description of the property, including:
  - a. Physical site characteristics and features
  - b. Existing land use, including any indoor recreation facilities and/or non-recreation uses
  - c. Pre-existing and planned rights-of-way, easements, reversionary interests, or other legal rights and restrictions impacting the property
2. Please indicate if this proposal will create a new public park
3. Project scope - Please provide a bulleted list of proposed improvements, including specific facilities and general site improvements.\* For each listed improvement:
  - a. Please note whether each proposed improvement is an addition to the park, a rehabilitation of an existing facility, or if the improvement will replace an existing facility
  - b. Please explain why it is needed

*\*If part of a larger project, please only include proposed improvements that are included in the cost estimate for this phase.*

### SITE INFORMATION

**Property Address:**

<b>Street Address or Nearest Intersection</b>	311 Nelson Avenue
<b>Municipality(ies)</b>	Beach Haven
<b>County</b>	Ocean County

**Property Lot(s) and Acreage(s)** *(add rows or attach additional pages, if necessary):*

Block	Lot	Owned by:	Total Lot Acreage	Acreage to be Developed
15	6	Borough of Beach Haven	1.84 Ac.	0.28 Ac.
<b>Total Acreage to be Developed:</b>				

**Is the property identified as historic on the NJDEP Historic Preservation Office LUCY Online Map Viewer?**

*(See instructions in Tools/References for how to identify if a property is a historic site. Please submit screen shot.)*

Yes \_\_\_\_\_ No X

**Are there any structures located on the project site?**

Yes X No \_\_\_\_\_

**If yes, please describe the intended use of the structure(s) (must be in support of outdoor recreation) or if they will be demolished** The existing permanent bathroom facility will be renovated to meet the requirements of the DCA regulations which include the installation of a family/assisted-use toilet room.

**Is the project site a current or former landfill site, known or suspected hazardous waste site, or adjacent to (or affected by) such sites?**

Yes \_\_\_\_\_ No X

**If yes, please explain:**

**How far away from the project site is the nearest inclusive playground?** Freedom Fields County Park \_\_\_\_\_ 23 miles

**Are there currently restrooms that serve the project location?**

Yes X No \_\_\_\_\_

**For currently undeveloped properties, has the project site been identified by a municipality or otherwise designated for use in meeting municipal fair share low- and moderate-income housing obligations under the Fair Housing Act of 1985(N.J.S.A. 52:27D-301)?**

\_\_\_\_\_ No \_\_\_\_\_ Not Applicable as the site is developed as a Public Park

Yes

**If yes, please describe the alternative to meeting such obligations:** \_\_\_\_\_

**State Legislative District of Project Site:** 9th **Congressional District of Project Site:** 2nd

## FUNDING REQUEST

**Total Estimated Cost of Project (see attached Allowable Costs Green Acres rules excerpt):**

Construction <i>(including contingency of up to 10%)</i>	\$ 819,367.23
Engineering & Construction Supervision/Inspection <i>(Limited to 13% of eligible and completed construction costs)</i> x 0.13=	\$ 39,017.48
Preliminary Assessment Report <i>(&amp; Site Investigation Report, if necessary)</i>	\$ 0
Permit Fees	\$ 0
Incidental Costs <i>(Limited to 2% of eligible and completed construction costs)</i> x 0.02=	\$ 0
<b>Total Project Cost – Rounded to next \$1,000</b>	<b>\$ 858,384.71</b>

*\* Please round total cost up to next \$1,000.*

**Green Acres Funding Request:**

Total Project Cost <i>(from above)</i>	\$ 858,384.71
x Eligible Grant 75%	x 0.75
= Eligible Green Acres Grant	\$ 643,788.53
<b>Grant Request</b>	<b>\$ 643,788.53</b>
<b>Loan Request</b>	<b>\$ 214,596.18</b>

**Has the applicant received or is aware of previous Green Acres funding for this property/park (acquisition, development, or stewardship)?** Yes \_\_\_\_\_ No X

If yes, please list year, project # (if known), and funding recipient (if not applicant): \_\_\_\_\_

Subject parcel is listed on NJDEP ROSI, however, no prior funding awards are known by the applicant.

---

**Has the applicant or partners received any funding awards from other sources for this project, or are any applications pending?** Yes \_\_\_\_\_ No X

If yes, please list source, amount, and deadline to use funds: \_\_\_\_\_

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## PUBLIC ENGAGEMENT

Please describe the process that led to the development of this proposed project and how the public was involved. Public engagement must include outreach during the project planning stage. Please **do not discuss the required public hearing in this section**, as the hearing does not satisfy the application public outreach requirement.

In August 2024, the Borough initiated a significant Public Engagement Campaign related to the proposed 'Together We Play' Inclusive Playground at Nelson Avenue Park which included the distribution of 4,000 survey flyers by local realtors in rental home information packages, large project information posters at beach entrances, project advertisement in the St. Francis Community Parish Bulletin, and Summer Concert Series Announcements with a survey table for attendees. Additionally, the Park Project Committee met with leadership from the Compassion Cafe, a registered 501(c)(3) non-profit, in Southern Ocean County, founded to provide meaningful employment and job training for adolescents and adults with disabilities. A QR code was provided on all outreach materials to facilitate responses.

Please discuss how the results of the public engagement process were incorporated into the project design. At the conclusion of the campaign, the Borough collected surveys that represented 784 children and 97 children and adults with disabilities and were overwhelmingly in favor (99.6%) of Beach Haven constructing the "Together We Play" Inclusive Playground at Nelson Avenue Park. Several respondents noted that the rubber ground surface was important as was the addition of play equipment that would not get excessively hot to the touch and shaded areas within the playspace for relief from the sun. The project plan includes poured in place rubber ground surface for accessibility and ease of play, as well as a play structure comprised of materials that provide a high albedo to decrease the risk of heat related burns, and several shaded areas. Please identify the particular documentation of public engagement efforts that has been included in the application.

## POST-DEVELOPMENT INFORMATION

Please give a detailed breakdown of anticipated operation and maintenance costs.

Operation and maintenance costs will be limited to those performed by the Department of Public Works (DPW) which includes typical park cleanup and trash collection. During times of severe weather events, DPW may elect to temporarily remove the shade sail or any other equipment that could be damaged. Maintenance related to the poured in place rubber surfacing will be needed every few years depending upon wear, and that cost will be factored into the annual municipal parks budget.

Are these costs greater than current site costs? If so, by what amount?

Its not anticipated that the operation and typical maintenance costs will be greater than the current site costs.

What will be the source of funds for the operation and maintenance costs?

Annual Municipal Parks Budget



### SPONSOR INFORMATION

**Project Sponsor:**

Name of Local Government	Borough of Beach Haven
Street Address	300 Engleside Avenue
City, State, Zip	Beach Haven, NJ 08008
Webpage Address	www.beachhaven-nj.gov
Tax ID Number	216000060

**Chief Executive Officer:**

Name	Sherry Mason, RMC, CMR, MMC	Telephone	609-492-0111 x216
Title	Borough Manager/Borough Clerk	Email	smason@beachhaven-nj.gov

**Current Community Profile:**

*(County applications should provide information based on the anticipated service area of the project.)*

Population	1,061/ 20,000 Summer	Year	2024
Area (square miles)	0.98	Population/Square Mile	1082/ Sq Mi or 20,408/Sq Mi
Population with Disability*	122 **	Population Age Under 18 with Disability*	0 **

\* Figures available from Rutgers' Disability Snapshot website.

\*\* These figures do not represent the seasonal population within the Borough as substantiated by the local survey responses included on Page 23A.

**Contact for Application Questions:**

Name	Allison S. Iannaccone, CFM
Title	Project Manager/ Office of Municipal Engineer
Street Address	Owen, Little & Associates, Inc. 443 Atlantic City Blvd.
City, State, Zip	Beachwood, NJ 08722
Telephone	732-244-1090
Cell Phone	To be provided by office staff, if required.
Email Address	aiannaccone@owenlittle.com

**Contact for Project Management if Project is Funded** *(if different than Application Contact):*

Name	Contact information is the same as Application Contact
Title	
Street Address	
City, State, Zip	
Telephone	
Cell Phone	
Email Address	

**SIGNATURES (2)**

I, \_\_\_\_\_ (name of official authorized by the governing body resolution), hereby certify that the information provided within this Green Acres Program Application Form is complete and true.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of official authorized to submit application\*

**\* Must be individual authorized by attached Enabling Resolution or application will be disqualified**

I, \_\_\_\_\_ (name of Chief Financial Officer), have reviewed the likely funding award for this project (see Funding Round Cap) and hereby certify that the financial information in the attached Governing Body Enabling Resolution is accurate.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Chief Financial Officer

## Application Checklist – Jake’s Law Playground Projects

Application materials must be submitted electronically in pdf form through the Green Acres website by **midnight on February 5, 2025**. Instructions for submitting your application can be found at [www.NJGreenAcres.org](http://www.NJGreenAcres.org).

**NOTE:** This checklist should be returned with the completed application. If the starred item (\*) is not applicable, please indicate ‘N/A’ next to that item. All other required items must be submitted. Specific instructions for each submission follow the checklist.

<b>REQUIRED ITEMS</b>	
1.	Application Form
2.	Environmental Impact Assessment
3.	* Tree Removal Form, if project proposes tree removal
4.	Governing Body Resolution
5.	Anticipated Project Schedule
6.	Units & Quantities Cost Estimate
7.	Tax Record for Each Tax Lot to be Developed
8.	* <i>For Any Lot Not Owned by Applicant:</i> Copy of Lease/Use Agreement or Letter from Landowner Confirming They Will Enter into a Lease or Agreement
9.	Official Tax Map with Project Location Highlighted
10.	Aerial of Project Location with Streets Identified
11.	Concept Plan with Checklist
12.	* Conceptual Floor Plan, if project proposes development or redevelopment of a structure
13.	Photographs of the Project Site
14.	List of Permits Anticipated to be Required for the Project
15.	Documentation of Public Engagement During the Project Planning Stage
16.	Public Hearing Checklist
17.	Proof of Publication for Public Hearing Website Notice and Newspaper Advertisement
18.	Public Hearing Minutes
19.	Recreation and Open Space Inventory (ROSI) Form
20.	* <b>County projects:</b> Notification to Municipality(ies)
<b>OPTIONAL ITEMS</b>	
21.	* Letters of Support (recommended for ranking)
22.	* Existing Property Survey (if available)

## Application Checklist Items – Notes

### REQUIRED ITEMS

#### 1. Application Form

*Please make sure that/please note:*

- All questions are answered
- Project sponsor is the local government that is requesting funding
- Applicant type – see municipality/county lists in Tools/References
- Each item in Project Description is addressed in order
- Project Description information matches that provided in cost estimate and concept plan
- All tax lots for the subject property are listed separately with separate acreage figures
- Historic properties – see *How to Figure Out if a Proposed Project Site is Historic* in Tools/References
- Funding figures
  - Please review Allowable Costs excerpt from the Green Acres rules
  - Please contact Green Acres to review project cost and request figures
- Project contact is someone who the Green Acres Program can ask questions to about the application
  - If the applicant would like us to send project-related correspondence to another contact person if funding is awarded to the project, please list information for that individual as well
  - If a consultant is listed for both/either contact, please specify if there is a municipal or county contact who should be copied on correspondence
- Form is signed by individual identified in the “NOW, THEREFORE, BE IT RESOLVED...” paragraph of the applicant’s Enabling Resolution
- Form is signed by the Chief Financial Officer

#### 2. Environmental Impact Assessment

*Please make sure that/please note:*

- The Environmental Impact Assessment is completed with care and accuracy, as it will be closely reviewed to ensure eligibility and consistency with DEP priorities
- The Environmental Impact Analysis of Proposed Action section must address all anticipated and potential impacts of the project in detail

#### 3. Tree Removal Form

*Please make sure that/please note:*

- This form must be completed for any project that proposes removal of one or more trees
- Please complete all portions of the form and fill in all columns of the Tree Characteristics chart
- Form must be signed by the Chairperson of either the Shade Tree Commission or the Environmental Commission or by a NJ Licensed Tree Expert

#### 4. Governing Body Resolution

*Please make sure that/please note:*

- The enclosed form must be used, without changes
- Resolution amounts equal request amounts on the application form – In the event there is a discrepancy, the amounts listed in the resolution will be used.
- If not requesting loan, loan amount is listed as \$0
- Individual identified in “NOW, THEREFORE, BE IT RESOLVED...” paragraph is the same person who signs the application form (only one person should be listed)

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- The applicant's match is listed in #2; if the project is 100% grant or 100% loan, the match is \$0; otherwise, a match must be listed

It is extremely important that the resolution is accurate, so please reach out to your Green Acres contact with any questions!

## 5. **Project Schedule**

*Please make sure that/please note:*

- Estimated dates are provided for when each project step will be addressed/completed
- The schedule demonstrates that each step of the proposed project has been planned so that it can be completed in the time allotted - i.e., the date for submitting for final payment is not past the two-year project period (given a hypothetical start date of July 1, 2025, ending no later than July 1, 2027).

## 6. **Units & Quantities Cost Estimate**

*Please make sure that/please note:*

- Estimate is prepared and signed by an authorized, licensed professional
- Remediation costs are not included (e.g., disposal of contaminated soil)
- Tree removal costs and site grading costs are broken out in separate lines
- Contingency is applied only to construction costs (i.e., not to engineering costs as well)
- Contingency is less than or equal to 10%
- Cost estimate information matches project description and concept plan
- Applicants must ensure that the project cost estimate includes all of the required elements of a CIP (see DCA Rules), e.g., fencing, shade, restroom, if applicable

## 7. **Tax Record for Each Tax Lot to be Acquired**

Please submit a full tax record for each lot, including information about structures on site and property use. If you have any trouble obtaining a full tax record, please reach out to your Green Acres contact.

## 8. **For Any Lot Not Owned by Applicant: Copy of Lease/Use Agreement**

*Please make sure that/please note:*

- The lease term must be 25 years from the anticipated date of project commencement to ensure term of public use of facilities
- The lease will need to be approved by Green Acres prior to execution
- If there is an existing lease, it may need to be extended or amended to meet Green Acres requirements
- If there is no lease, the applicant must submit a letter from the landowner agreeing to enter into a 25-year irrevocable lease for the property that allows for the proposed improvements and use
- If the property is listed on a municipal or county ROSI, the applicant must submit a letter from the landowner agreeing to enter into a partnership/use agreement that allows for the proposed improvements and use

## 9. **Official Tax Map with Project Location Highlighted**

Please submit an official tax map; GIS tax lot outlines do not include notations (e.g., drainage easements, etc.).

## 10. **Aerial of Project Location with Streets Identified**

Please make sure that the aerial map is submitted in color (no black and white scans, please).

## 11. **Concept Plan with Checklist**

*Please make sure that/please note:*

- All items listed on checklist are included on the map

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- All tax lots shown as part of the project on the concept plan are listed in the application and match the submitted tax records and tax maps
- All required CIP elements must be shown on the map
- If existing restrooms serve the project location, they must be noted on the map
- Concept plan information matches that provided in the project description and the cost estimate
- The map is submitted in color (no black and white scans, please)

## **12. Conceptual Floor Plan of Any Structure to be Developed or Redeveloped**

Please make sure that the floor plan indicates the proposed use of any rooms/spaces in the structure to be developed. All structures must be used in support of outdoor recreation and conservation.

## **13. Photographs of the Project Site**

*Please make sure that/please note:*

- The photos are submitted in color (no black and white scans, please)
- If possible, property should not be snow-covered in photos

## **14. List of Permits Anticipated to be Required for the Project**

*Please make sure that/please note:*

- The list demonstrates that the applicant has reached out to all applicable permitting agencies to obtain permit information/application materials prior to the submission of the Green Acres application
- For projects in the Highlands, the Meadowlands, or the Pinelands, the list should note that the applicant has consulted with the Highlands Council, Sports and Exhibition Authority (for projects in the Meadowlands), or Pinelands Commission, as applicable, to discuss the proposed project prior to applying

## **15. Documentation of Public Engagement**

- Examples of documentation to be submitted for public engagement efforts:
  - Copy of digital or paper survey and tabulated survey results
  - Copies of flyers, ads, and/or mailings advertising public engagement opportunities/meetings
  - Photos of public open house meeting, feedback sessions, focus groups, idea boards
  - Screen shots of social media posts soliciting public input

Applications that do not include documentation of public engagement efforts will be deemed ineligible.

## **16. Public Hearing Checklist**

Please make sure that all items on the checklist are complied with and checked off. If not, it is likely that the application will be disqualified. Please reach out to the appropriate Green Acres project manager with any questions about the public hearing requirements.

## **17. Proof of Publication for Public Hearing Website and Newspaper Advertisements**

Please see Public Hearing Checklist for requirements

## **18. Public Hearing Minutes**

Please see Public Hearing Checklist for requirements

## 19. Recreation and Open Space Inventory (ROSI) Form

***Please make sure that/please note:***

- The ROSI is submitted in the Excel spreadsheet form (see [Recreation and Open Space Inventory \(ROSI\) Form](#))
- ROSI is filled in according to instructions provided in the first tab of the spreadsheet form
- Each tax lot is listed on a separate line, unless it is listed as an additional lot in the tax records
- Both the Total Lot Acres and GA Encumbered Acres columns are filled in, with partial lot encumbrances reflected by a smaller acreage figure in the GA Encumbered Acres column
- Listings are confirmed against municipal tax maps and/or GIS shape files
- ROSI has all required signatures
- The ROSI information is up to date and the form is dated within the last 12 months.
- **Please note:** Applicants should refer to previously provided ROSIs found at <https://dep.nj.gov/otpla/rosi/>, but [a printout from this webpage is not an acceptable ROSI submission.](#)

## 20. County Project: Notification to Municipality(ies)

Please attach a copy of letter forwarding public hearing notice to municipality(ies).

### OPTIONAL ITEMS – All Applicants

## 21. Letters of Support

***Please make sure that/please note:***

- Letters reference project scope that matches application
- Letters note why the particular writer/organization supports the project
- Letters are dated within the last twelve months
- Looking for letters from current/future park users, environmental commission, shade tree commission, recreation advisory board, community groups that will benefit from the project, etc.
- County projects – strongly encourage submission of a letter of support from the municipality(ies) in which the project is located

## 22. Existing Property Survey (if available)

## **Environmental Impact Assessment Outline**

As part of the Green Acres funding proposal, each applicant must collect, evaluate, and present pertinent environmental information necessary to ascertain the suitability of the site for the activities proposed. Please review and consider the applicable Landscape Project maps and reports, developed by DEP Fish and Wildlife, during the preparation of the environmental assessment. Information can be found on the [Landscape Project](#) website or by emailing [Fish and Wildlife](#).

### **1. DESCRIPTION OF THE PROPOSED PROJECT**

- a. Briefly describe the total development project
- b. State objectives of the project
- c. Fully describe multi-phase projects

### **2. DESCRIPTION OF THE ENVIRONMENT**

Describe existing environmental features:

- a. vegetation
- b. wildlife, including State and federal threatened and endangered species and critical habitats
- c. geology, topography, and soils
- d. water resources/hydrology
- e. historic/archeological resources
- f. transportation/access to site
- g. adjacent land uses/description of the surrounding neighborhood

### **3. ENVIRONMENTAL IMPACT ANALYSIS OF PROPOSED ACTION**

Impacts are defined as direct or indirect changes to the existing environment, whether beneficial or adverse, that are anticipated to result from the proposed action or related future actions and uses. Any off-site impacts, such as increased traffic on neighborhood roads or increased noise levels in surrounding areas, should be described. Whenever possible, environmental impacts should be quantified (i.e., number of trees to be removed, cubic yards of cut/fill, etc.).

- a. Discuss all affected resources and the significance of each impact
- b. Discuss short-term and long-term project impacts
- c. Discuss anticipated increase in recreation and overall use of site over time
- d. Identify adjacent environmental features that may be affected by the proposal
- e. List any permits required for project and brief status (i.e., waterfront development)
- f. For development that would impact an undisturbed portion of the project site, the local government must submit a [Natural Heritage Data Request Form](#) to the DEP's Office of Natural Lands Management (form available through website or by writing to Natural Heritage Program, PO Box 404, Trenton, New Jersey 08625-0404). Please attach and discuss the results of the search.
- g. Discuss if/how the project may be impacted by sea level rise and any related design considerations.

### **4. ALTERNATIVES TO THE PROPOSED ACTION**

- a. Identify alternate sites
- b. Discuss alternate levels and types of development
- c. Compare environmental impacts of each alternative

### **5. MITIGATING MEASURES**

Describe the measures that will be undertaken to mitigate adverse impacts

### **6. AUTHOR(S) AND QUALIFICATIONS**

Preparation by an environmental professional is recommended but not required



New Jersey Department of Environmental Protection  
Green Acres Program

**Park Development Tree Removal Evaluation Form**

Applicant: \_\_\_\_\_ Block/Lot: \_\_\_\_\_  
 Project Name: \_\_\_\_\_ Location: \_\_\_\_\_  
 Municipality (If different than applicant): \_\_\_\_\_

Trees can provide a variety of ecological, social, and cultural services, including habitat for wildlife, public recreation, water filtration, decreasing ambient air temperatures, and carbon sequestration and storage. To ensure that park development projects support these benefits, applicants shall provide detailed information regarding any tree removal proposed as part of the project, as well as a discussion of alternatives to removing the trees. Projects that propose excessive tree removals will not be eligible for funding. **If more than 10 trees over 6" DBH\* or more than 50% of the tree inventory at the project site are proposed to be removed, please contact Green Acres to discuss the proposed project before applying.**

**Alternatives Review**

1. Please discuss whether the proposed removal of any tree listed below could be avoided by relocating proposed facilities on the site:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
2. Please discuss whether the proposed removal of any tree listed below could be avoided through trimming or securing (cabling, bracing):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please estimate the current total number of trees in the project site: \_\_\_\_\_

**Municipal Tree Ordinance**

All applicants should adhere to any existing ordinance that governs tree removal while administering their park development project, even if the ordinance would otherwise exempt the proposed project.

**Tree Characteristics**

Please complete the requested information for each tree over 6" DBH that is proposed to be removed. (Fallen trees should not be listed.)

Species	DBH	Condition (Healthy, Diseased, Damaged, Dead)	Exceptional Specimen?	Historically Significant?	Significant Ecological Value?	Located in Riparian Zone?	Located on Steep Slope?	Additional Notes

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**\* Definitions:**

DBH = Diameter at Breast Height – Tree diameter measured 4.5 feet from ground level on the downhill side of the tree.

Exceptional Specimen – A tree that is particularly impressive or unusual example of a species due to its size, shape, age, or any other trait that epitomizes the character of the species.

Historically Significant – A tree that is associated with a notable local or regional historic event, person, structure, or landscape.

Significant Ecological Value – A tree that provides greater than average ecological benefits, e.g., by providing food or shelter to threatened or endangered wildlife.

Riparian Zone – Land and vegetation within and directly adjacent to all surface water bodies including, but not limited to lakes, ponds, reservoirs, perennial and intermittent streams, up to and including their point of origin, such as seeps and springs.

Steep Slopes – Areas with slopes greater than 15 percent.

**Certification**

I certify that the information provided is accurate and complete to the best of my knowledge. (*Signature does not imply an endorsement of the proposed project.*)

\_\_\_\_\_ Date: \_\_\_\_\_  
*Signature*

\_\_\_\_\_ Title (check one):  Chairperson, Shade Tree Commission  
*Print Name*  Chairperson, Environmental Commission  
 NJ Licensed Tree Expert

**GREEN ACRES APPLICATION  
Enabling Resolution Template**

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), provides grants and/or loans to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition, development, and stewardship of lands for outdoor recreation and conservation purposes; and

WHEREAS, the \_\_\_\_\_ (*name of applicant*) desires to further the public interest by obtaining total funding in the amount of \$ \_\_\_\_\_, in the form of a \$ \_\_\_\_\_ matching grant and, if available, a \$ \_\_\_\_\_ loan, from the State to fund the following project(s): (*project title*) \_\_\_\_\_  
at a cost of \$ \_\_\_\_\_ (*total project cost*);

WHEREAS, the State shall determine if the application is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the amount of the funding award; and

WHEREAS, the applicant is willing to use the State’s funds in accordance with such rules, regulations, and applicable statutes, and is willing to enter into an agreement with the State for the above-named project;

NOW, THEREFORE, the governing body/board resolves that:

1. \_\_\_\_\_ (*name of authorized official*) or the successor to the office of \_\_\_\_\_ (*title of authorized official*) is hereby authorized to:
  - a. make application for such a loan and/or such a grant,
  - b. provide additional application information and furnish such documents as may be required, and
  - c. act as the authorized correspondent of the above-named applicant;
2. The applicant agrees to provide its matching share to the Green Acres funding request, if a match is required, in the amount of \$ \_\_\_\_\_;
3. In the event the State’s funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;
4. The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and
5. This resolution shall take effect immediately.

**CERTIFICATION**

I, \_\_\_\_\_ (*name and title of Secretary or equivalent*) do hereby certify that the foregoing is a true copy of a resolution adopted by \_\_\_\_\_ (*name of legal body or board*) at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

IN WITNESS WHEREOF, I have hereunder set my hand and the official seal of this body this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(*name and title of Secretary or equivalent*)

## Anticipated Project Schedule JAKE'S LAW PLAYGROUND FUNDING

The project period will be **two years** from the date of the executed project agreement. In estimating a project schedule, please assume a hypothetical July 1, 2025, agreement date. If approved, this project schedule will be adjusted to the actual agreement date. Regular reporting will be required to ensure continuous progress.

	<u>Approximate Date</u>
1. Obtain and submit Preliminary Assessment Report <i>(Resolution of any Areas of Concern should occur concurrent with subsequent steps.)</i>	Complete _____
2. Complete project design, pending permit approvals	September 2025 _____
3. Obtain permit approvals from appropriate agencies	October 2025 _____
4. Finalize bid package/submit to GA for pre-bid approval	October 2025 _____
5. Advertise for bids	November 2025 _____
6. Award construction contract	December 2025 _____
7. Begin construction	March 2026 _____
8. Complete construction	July 2026 _____
9. Submit for final payment	September 2026 _____

Comments: Outside Agency Approval required from Ocean County Soil Conservation District only.

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## Concept Plan Checklist

The Concept Plan, which serves as a reference for Green Acres ranking and evaluation, must include the information listed below. The Concept Plan should be prepared by a licensed professional, who should complete this checklist. The plan should be generated using AutoCAD or Geographic Information System (GIS) technology; the layers required by the Green Acres Program are available from the DEP's GIS GeoWeb.

This checklist should be returned with the completed application. If any items are not applicable, please indicate with "N/A" next to that item. The following are required elements of the concept plan:

1. \_\_\_\_ Project name and location
2. \_\_\_\_ Tax parcel lot lines and road rights-of-way lines
3. \_\_\_\_ Block and lot numbers and municipality(ies) in which the project is located
4. \_\_\_\_ North arrow and scale of map
5. \_\_\_\_ Adjacent streets, labeled; if there are no adjacent streets, the nearest street or landmark must be included as a reference point.
6. \_\_\_\_ Existing improvements and facilities shown in approximate location on parcel and labeled; if existing restrooms serve the project location, they should be noted on the map
7. \_\_\_\_ Proposed improvements and facilities shown in approximate location on parcel and labeled, with approximate area delineated. Details of the specific proposed playground equipment should be provided separately. All required CIP elements must be shown on the map.
8. \_\_\_\_ Any trees proposed to be removed, with an "X" in the location of the tree
9. \_\_\_\_ Location of all known existing easements, road rights-of-way, and encroachments
10. \_\_\_\_ Location of all streams, rivers, waterbodies, and associated buffers
11. \_\_\_\_ Location of tidelands, available from the [Department's Bureau of GIS](#), as determined from New Jersey Tidelands claims maps, conveyance overlays, and atlas sheets
12. \_\_\_\_ Location of floodplain, as shown on the New Jersey State Flood Hazard Area maps prepared under the Flood Hazard Area Control Act, N.J.S.A. 58:16A50 et seq. and available from [the NJDEP Bureau of Flood Engineering and Climate Resilience Design](#) website or as determined from other State or Federal mapping or from a site delineation
13. \_\_\_\_ Location of coastal wetlands, as shown on maps prepared by the Department under the Wetlands Act of 1970, N.J.S.A. 13:9A1 et seq. and available from the [Department's Bureau of GIS](#).
14. \_\_\_\_ Location of freshwater wetlands, available from the [Department's Bureau of GIS](#).

If possible, the items listed above should be superimposed on the most recent aerial image of the site (aerials available from the [Department's Bureau of GIS](#)).

## Public Hearing Checklist

### PUBLIC NOTICE REQUIREMENTS

1. \_\_\_\_ Public hearing notice published in a prominent location on applicant's website and through social media account(s) that link to the application information page on the applicant's website at least 15 calendar days prior to hearing (e.g., if the hearing is on January 20<sup>th</sup>, the notice must be posted on the website on or before January 5<sup>th</sup>).  
Date of posting \_\_\_\_\_ Date of hearing \_\_\_\_\_
2. \_\_\_\_ Public hearing notice published in the official newspaper of the municipality in which the proposed project is located, preferably at least 15 days prior, but at a minimum 48 hours before the hearing.  
Date of publication \_\_\_\_\_ Date of hearing \_\_\_\_\_
3. \_\_\_\_ For county projects, public hearing notice also published in a newspaper of general interest and circulation, preferably at least 15 days prior, but at a minimum 48 hours before the hearing.  
Date of publication \_\_\_\_\_ Date of hearing \_\_\_\_\_
4. \_\_\_\_ For county projects, public hearing notice forwarded to the clerk of the municipality(ies) within which the project is located, preferably at least 15 days prior, but at a minimum 48 hours before the hearing.
5. \_\_\_\_ Hearing notice published in the newspaper(s) as a display ad (encouraged) or a public notice.
6. \_\_\_\_ Hearing notice specifically mentioned the Green Acres application.
7. \_\_\_\_ Website/social media hearing notice included a link to information about the application – the full application package or, at a minimum, the Concept Plan, Environmental Impact Assessment, and Units and Quantities Cost Estimate. Proposed athletic field construction or restoration must be identified as natural turf or artificial turf.
8. \_\_\_\_ Newspaper hearing notice included the link address for accessing the application information and instructions for how to access a hard copy of the application package.
9. \_\_\_\_ If public meeting was held remotely, meeting access information included in the public notice.

### PUBLIC HEARING REQUIREMENTS

1. \_\_\_\_ Hearing held in the evening, 6:00pm or later. (Meeting may start earlier as long as the Green Acres hearing is held at or after 6:00pm and the different times are noted in the public notice.)
2. \_\_\_\_ Hearing attended by a quorum of the elected governing body of the local government.
3. \_\_\_\_ Concept plan that conforms to the Concept Plan Checklist was presented at the public hearing.
4. \_\_\_\_ Applicant presented at the hearing the findings in the Impact Analysis, Mitigation Measures, Alternatives to the Proposed Action sections of the Environmental Impact Assessment.
5. \_\_\_\_ Each public comment at the hearing addressed.
6. \_\_\_\_ If the governing body voted on the Enabling Resolution at the same public meeting, the vote on the resolution took place *after* the public hearing was held.

**MEETING MINUTES REQUIREMENTS**

1. \_\_\_\_ Public hearing minutes are being submitted with this application. (Draft minutes can be submitted prior to final approval by the governing body. Transcripts are also acceptable.)
2. \_\_\_\_ Minutes are in written form (no video or audio submissions).
3. \_\_\_\_ Complete meeting minutes are being submitted (not just a portion).
4. \_\_\_\_ Minutes reflect that the project description, Concept Plan, and Environmental Impact Assessment were presented at the hearing. If the proposed project includes one or more synthetic turf fields, the minutes include the presentation of the elements required on Synthetic Turf Field Addendum.
5. \_\_\_\_ The minutes include all public comments and the response for each.

## **Public Hearing Announcement Template**

PURPOSE: *Applicant* is seeking funding through the State of NJ Green Acres Program for improvements at *park name* located at *street address and nearest intersection* in *municipality*.

PROJECT SCOPE: *Applicant* proposes to create the following new facilities at *park name: name facilities*. A concept plan showing the proposed changes, a preliminary cost estimate, and an environmental impact assessment for the project can be found at: *website address*.

PUBLIC HEARING INFORMATION: The public is encouraged to attend a public hearing to learn more about the proposal and to ask questions or provide comments on the proposed plan on *Day, Date, 202\_\_*, at *Time*. The meeting will be held *In Person/Via (name virtual platform)*, *as part of the regularly scheduled Council meeting*. [*If virtual, provide website link/call in number/access code for meeting here*]. Written comments on the proposed application may be directed to *applicant contact's name, title, email address, and address*.



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# **TOOLS / REFERENCES**

## Department of Community Affairs Rules for Completely Inclusive Playgrounds

### COMMUNITY AFFAIRS

### ADOPTIONS

#### SUBCHAPTER 7. BARRIER FREE SUBCODE

##### 5:23-7.19 Recreation: route of travel

(a) (No change.)

(b) An accessible route of travel shall meet the following criteria:

1. An accessible route of travel that connects an accessible site access point and support facilities, accessible recreation facilities, and accessible recreation equipment shall meet all of the criteria for an accessible route in the technical standard adopted within Chapter 11 of the building subcode (N.J.A.C. 5:23-3.14), except that the following are also acceptable surfacing materials: flat surfaced pavers on concrete, flat surfaced pavers on sand, and wood decking. Crushed stone laid over a compacted subgrade and bound with sufficient cement to provide a non-shifting, firm surface shall also be acceptable.

2. A challenge level I accessible route may connect additional site access points if provided, and support facilities, recreation equipment, and recreation facilities. A challenge level I accessible route shall meet the criteria for an accessible route in the technical standard adopted within Chapter 11 of the building subcode (N.J.A.C. 5:23-3.14), except as follows:

i.-v. (No change.)

(c)-(e) (No change.)

##### 5:23-7.31 Recreation: equipment

(a) Five percent of all picnic tables, benches, fireplaces, and grills provided, rounded to the next higher whole number, but not less than one, shall be on an accessible route of travel.

1. (No change.)

(b) Within each play area on a site:

1. At least 25 percent of the single function play equipment shall be of a type identified by its manufacturer as accessible to and usable by both disabled and non-disabled persons; and

2. At least 25 percent of the play activities of all multi-functional play equipment within each play area on a site shall be of a type identified by its manufacturer as accessible to and usable by both disabled and non-disabled persons.

i. Access onto the multi-functional play equipment may include, but is not limited to, the following:

(1) A ramp that complies with the technical standard adopted within Chapter 11 of the building subcode (N.J.A.C. 5:23-3.14) and that provides a landing at the top and at the bottom that has a minimum width of five feet by five feet;

Recodify existing ii. and iii. as (2) and (3) (No change in text.)

ii. (No change in text.)

(c) In addition to (b) above, completely inclusive playgrounds shall have elevated play equipment/elements in which at least 50 percent is accessible.

1. Play elements include single-function play equipment, multi-function equipment, changes in topographical elevations that function as elevated play elements, and elements that otherwise meet the standards required by the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq.

(d)-(e) (No change.)

#### SUBCHAPTER 11. PLAYGROUND SAFETY SUBCODE

##### 5:23-11.2 Definitions

The following words and terms, when used in this subchapter, shall have the following meanings unless the context clearly indicates otherwise.

"Completely inclusive playground" shall mean a playground designated for public use for children two to five years of age or five to 12 years of age, with an accessible playground surface, a playground surface inspection, and maintenance schedule with the standards detailed in the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and designed in accordance with the rules adopted pursuant to subsection b. of section 2 of P.L. 1999, c. 50 (N.J.S.A. 52:27D-123.10). "Playground" shall mean an improved area designed, equipped, and set aside for play of six or more children, which is not intended for use as an athletic playing field or athletic court, and shall include any play

equipment, surfacing, fencing, signs, internal pathways, internal land forms, vegetation, and related structures.

##### 5:23-11.4 Compliance schedule

(a)-(c) (No change.)

(d) All construction or alteration of playgrounds, playground equipment and surfacing that are subject to the Playground Safety Subcode shall comply with the applicable provisions of the Barrier-Free Subcode (N.J.A.C. 5:23-7).

1. In accordance with N.J.A.C. 5:23-7.1 9(d) and ICC/ANSI A1 17.1, Sections 302 and 303, surfaces of all routes and spaces required to be accessible shall be stable, firm, and slip-resistant. Sand and gravel shall therefore not be used as surfacing materials when new equipment is being installed, or a new safety surface is being put in place, and the barrier-free subcode is applicable.

(e) In addition to (c) and (d) above, completely inclusive playgrounds shall include the following:

1. Parking shall be provided in accordance with local municipal law.

i. Street parking installation shall be in conformance with the local municipal ordinance, including the accessible route, which shall include the installation of a curb cut.

ii. Lot and deck parking shall be accessible pursuant to Chapter 11 of the building subcode;

2. Unitary surfacing shall be provided in \*[all areas of the playground.]\* \*areas surrounding the playground equipment and on pathways to playground areas that are not connected.\*

i. Prior to selecting a site for construction of a completely inclusive playground, the applicant shall ensure that local, county, and State laws allow for the use of unitary surfacing in the desired area;

3. Where restroom facilities are provided, at least one facility shall be a family or assisted-use toilet room installed in accordance with Section 1109.2.1.1 of the building subcode;

4. Shading shall be provided. A minimum of 20 percent of the square footage of unitary surface and equipment of the playground shall be shaded. Priority may be given to areas that have seating or tables.

i. Shading may be provided by natural or man-made means;

5. Fencing shall be provided around the playground.

i. Fencing material may include, but is not limited to, traditional fencing materials or natural barriers, such as hedges;

6. Play components that address the physical, sensory, cognitive, social, emotional, imaginative, and communication needs shall be provided. The applicability of these features shall be determined by the owner of the facility pursuant to the manufacturer's instructions; and

7. Quiet play areas shall be provided.

i. The playground manager shall identify the quiet play areas.



## **Jake's Law Playground Funding FAQs**

DCA's regulations include a number of specific requirements for Completely Inclusive Playgrounds. The intention of Jake's Law and these rules is to ensure that all children have access to playgrounds and recreational amenities, regardless of their physical abilities or neurodiversity. The costs associated with all requirements of a Completely Inclusive Playground can be included in your application.

Frequently asked Jake's Law funding questions:

### **Why is fencing required? What type of fencing is needed?**

Fencing is required around the entirety of the Completely Inclusive Playground as an added safety measure for children of all abilities. Traditional fencing materials are permitted, as are natural barriers such as dense hedges. Since the intention is to create a safe, enclosed place in which to play, fencing should include a gate.

### **What is required for the quiet play areas?**

DCA regulations state that quiet play areas must be provided within Completely Inclusive Playgrounds. These quiet play areas likely will vary from playground to playground. Green Acres recommends that applicants engage with potential Completely Inclusive Playground users within their communities to solicit quiet play area suggestions and requests.

### **How much of the total playground must be shaded? How should the shading be provided?**

A minimum of 20% of the total area of the Completely Inclusive Playground must be shaded. This 20% can be divided into smaller areas throughout the playground, as long as the shaded percentage adds up to 20% of the total area. Shading may be provided by natural (e.g. existing mature trees) or man-made means (e.g. sun canopies).

### **Are restrooms required as part of a Completely Inclusive Playground?**

The DCA regulations do not require construction of new restroom facilities in locations where restrooms are not already provided. In other words, if there currently are no restrooms servicing the area where the Completely Inclusive Playground will be located, you are not required to provide restrooms. Green Acres encourages applicants to provide appropriate restrooms at Completely Inclusive Playgrounds where they do not exist to promote a more positive user experience, but it is not a requirement of our funding.

If there currently are restrooms that service the area where the Completely Inclusive Playground will be, but they consist only of separate-sex and/or unisex restrooms, then a family/assisted use toilet room must be installed. The DCA regulations state that at least one restroom facility shall be a family/assisted-use toilet room installed in accordance with Section 1109.2.1.1 of the building subcode (excerpt below). A separate stall is not sufficient; per the DCA regulations, the family/assisted-use toilet room is a separate room with securable door and sufficient floor space. Please note that lower-cost options, such as a restroom trailer, may serve to meet the restroom requirement. Please consult with your local code official to ensure compliance.

## **1109.2.1 Family or Assisted-Use Toilet and Bathing Rooms**

### ***1109.2.1.1 Standard***

Family or assisted-use toilet and bathing rooms shall comply with Sections 1109.2.1.2 through 1109.2.1.7.

### ***1109.2.1.2 Family or Assisted-Use Toilet Rooms***

Family or assisted-use toilet rooms shall include only one water closet and only one lavatory. A family or assisted-use bathing room in accordance with Section 1109.2.1.3 shall be considered to be a family or assisted-use toilet room.

Exception: The following additional fixtures shall be permitted in a family or assisted-use toilet room:

1. A urinal.
2. A child-height water closet.
3. A child-height lavatory.

### ***1109.2.1.3 Family or Assisted-Use Bathing Rooms***

Family or assisted-use bathing rooms shall include only one shower or bathtub fixture. Family or assisted-use bathing rooms shall also include one water closet and one lavatory. Where storage facilities are provided for separate-sex bathing rooms, accessible storage facilities shall be provided for family or assisted-use bathing rooms. [Green Acres Note: Bathing rooms are not expected to be part of a Completely Inclusive Playground project.]

### ***1109.2.1.4 Location***

Family or assisted-use toilet and bathing rooms shall be located on an accessible route. Family or assisted-use toilet rooms shall be located not more than one story above or below separate-sex toilet rooms. The accessible route from any separate-sex toilet room to a family or assisted-use toilet room shall not exceed 500 feet (152 m).

### ***1109.2.1.5 Prohibited Location***

In passenger transportation facilities and airports, the accessible route from separate-sex toilet rooms to a family or assisted-use toilet room shall not pass through security checkpoints.

### ***1109.2.1.6 Clear Floor Space***

Where doors swing into a family or assisted-use toilet or bathing room, a clear floor space not less than 30 inches by 48 inches (762 mm by 1219 mm) shall be provided, within the room, beyond the area of the door swing.

### ***1109.2.1.7 Privacy***

Doors to family or assisted-use toilet and bathing rooms shall be securable from within the room.

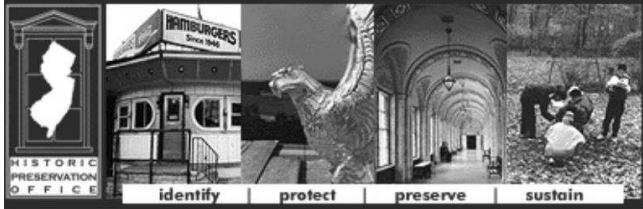
### Funding Request Limits by Applicant Type

Type of Applicant	Max. # of Requests	Eligible Funding Program	Notes
<b>Nonprofit</b>	2	<ul style="list-style-type: none"> <li>• Traditional Green Acres</li> <li>• Stewardship</li> </ul>	
<b>Municipality – Non-Urban Aid</b>	3	<ul style="list-style-type: none"> <li>• Traditional Green Acres</li> <li>• Stewardship</li> <li>• Jake’s Law</li> </ul>	
<b>Municipality – Urban Aid</b>	4	<ul style="list-style-type: none"> <li>• Traditional Green Acres</li> <li>• Stewardship</li> <li>• Jake’s Law</li> <li>• Urban Parks</li> </ul>	<ul style="list-style-type: none"> <li>- Urban Parks application project must be located within/easily accessible from an Overburdened Community Subject to Adverse Cumulative Stressors.</li> <li>- Municipality may ask to have the Urban Parks application rolled over into the Green Acres round if it is unsuccessful or underfunded, but it must indicate which request is the priority (Urban Parks rollover or Green Acres request), since both cannot be funded.</li> </ul>
<b>County</b>	4	<ul style="list-style-type: none"> <li>• Traditional Green Acres</li> <li>• Stewardship</li> <li>• Jake’s Law</li> <li>• Urban Parks</li> </ul>	<ul style="list-style-type: none"> <li>- Urban Parks application project must be located within/easily accessible from an Overburdened Community Subject to Adverse Cumulative Stressors in an Urban Aid Municipality.</li> <li>- County may ask to have the Urban Parks application rolled over into the Green Acres round if it is unsuccessful or underfunded, but it must indicate which request is the priority (Urban Parks rollover or Green Acres request), since both cannot be funded.</li> </ul>

## How to Find Out if A Proposed Project is Designated as Historic

Visit the [Historic Preservation Office](#) website.

# NEW JERSEY HISTORIC PRESERVATION OFFICE



### PEOPLE, PROGRAMS & RESOURCES FOR NEW JERSEY'S HERITAGE...

New Jersey's Historic Preservation Office, located within the Department of Environmental Protection, brings expertise in a variety of fields essential to preserving historic resources.

We count among our staff historians, researchers, planners, architectural historians, architects, engineers, & archaeologists. We respond to more than 40,000 calls yearly from people working to preserve, protect and promote New Jersey's historic resources.

Whether you are interested in establishing a local historic district, nominating a building to the New Jersey and National Registers of Historic Places, or interested in restoring your house, you can find information and guidance by following the links on this page

Click here to use the link!

### NEWS & HIGHLIGHTS:

- 2024 Certified Local Government Grant Round Opens October 2023
- Recorded CLG Grant Training Available
- **NEW: NPS eSubmission Portal** for Historic Preservation Tax Incentives
- **HPO Email Submittal Form**
- **Updated: LUCY 2.0 Online Map Viewer** now available. (See GIS Page for additional info.)
- Now available: ***New Jersey Comprehensive Statewide Historic Preservation Plan 2023-2028***
- HPO Diversity Initiative Hourly Position Available
- HPO Survey Report Search
- Flood Mitigation Handbook and Elevation Design Guidelines Now Available
- New Jersey Women's Sites Survey
- Archaeology of the Upper Delaware Valley by Dr. R. Michael Stewart
- New Jersey and National Registers Listings, by County



*New Jersey Comprehensive Statewide Historic Preservation Plan 2023-2028*

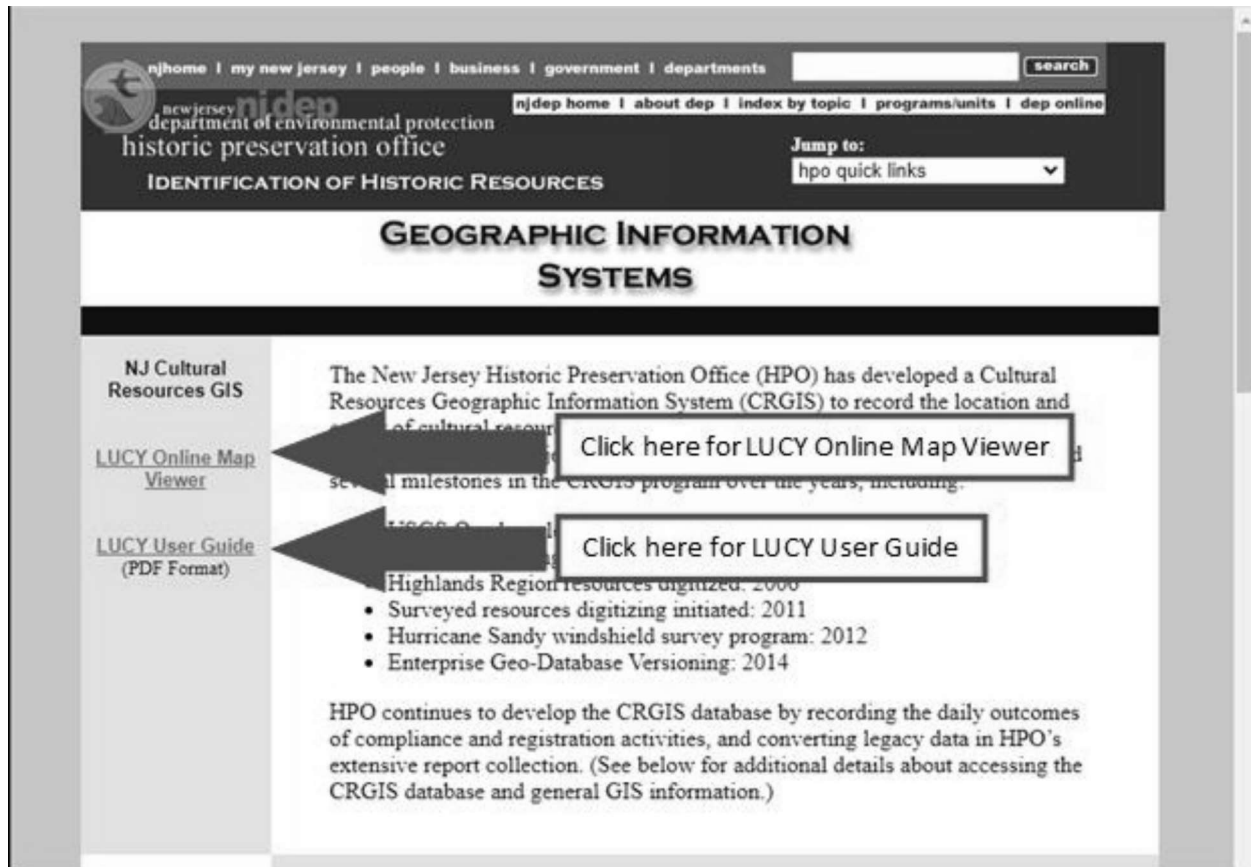


*Learn about the NJ Women's Heritage Trail*

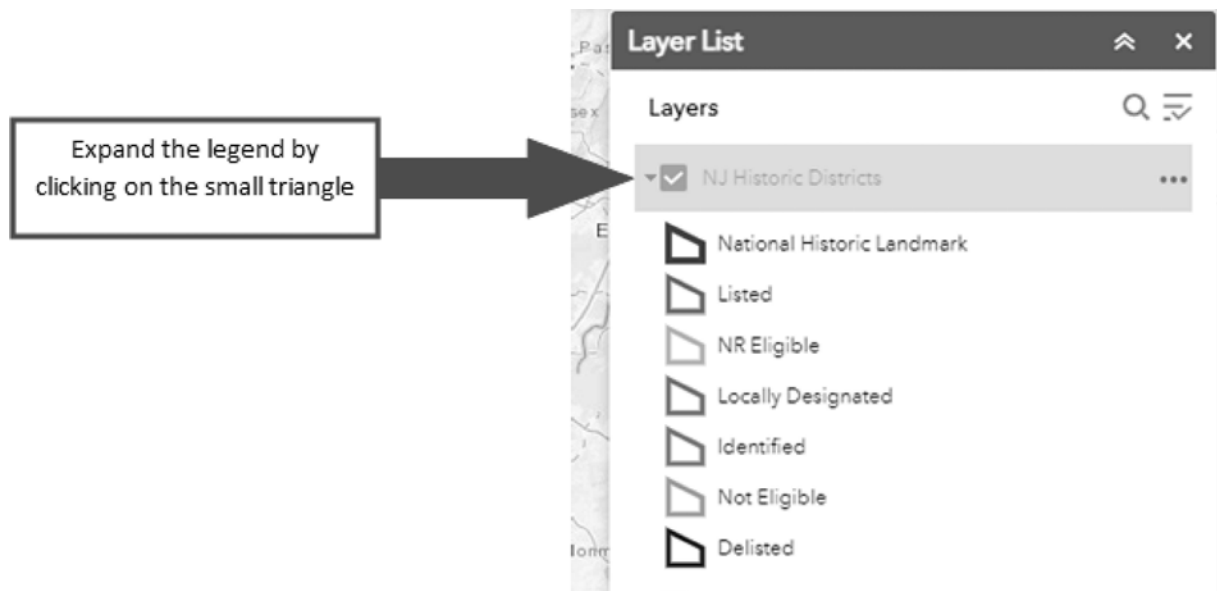
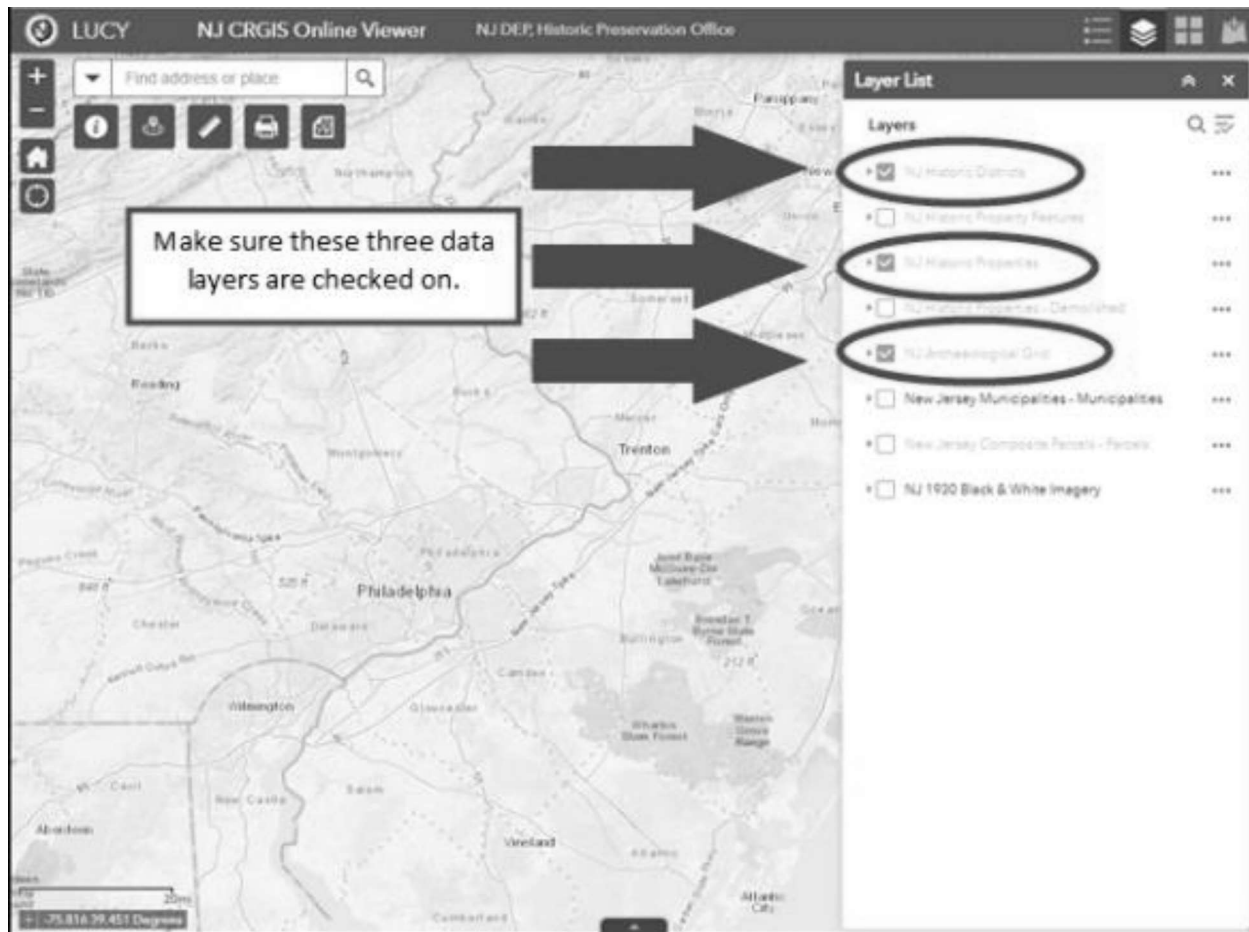
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LUCY = DEP's Historic Preservation Office identification of Historic Resources with Geographic Information System (GIS)

- [LUCY Online Map Viewer](#)
- [LUCY User Guide](#)

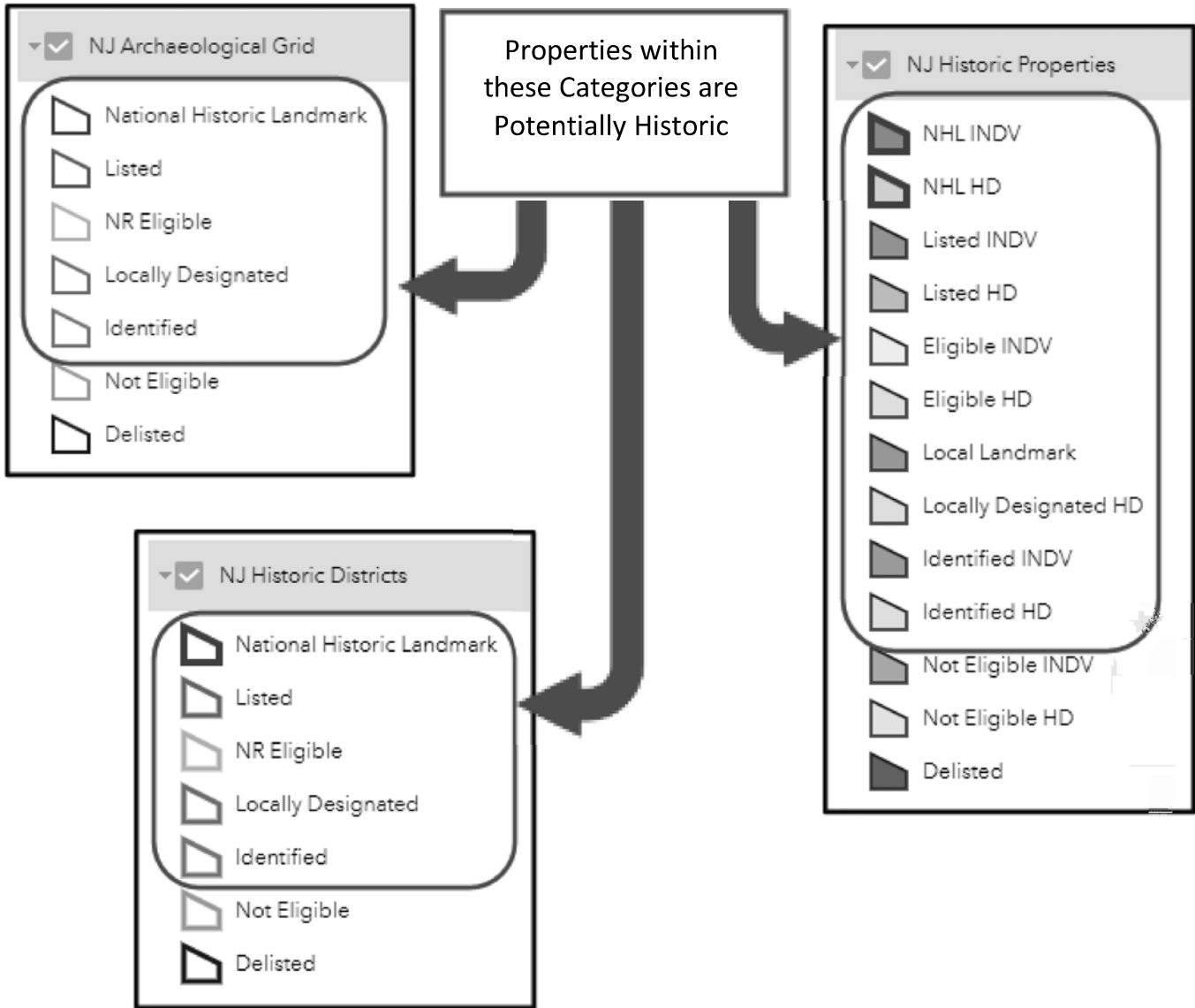


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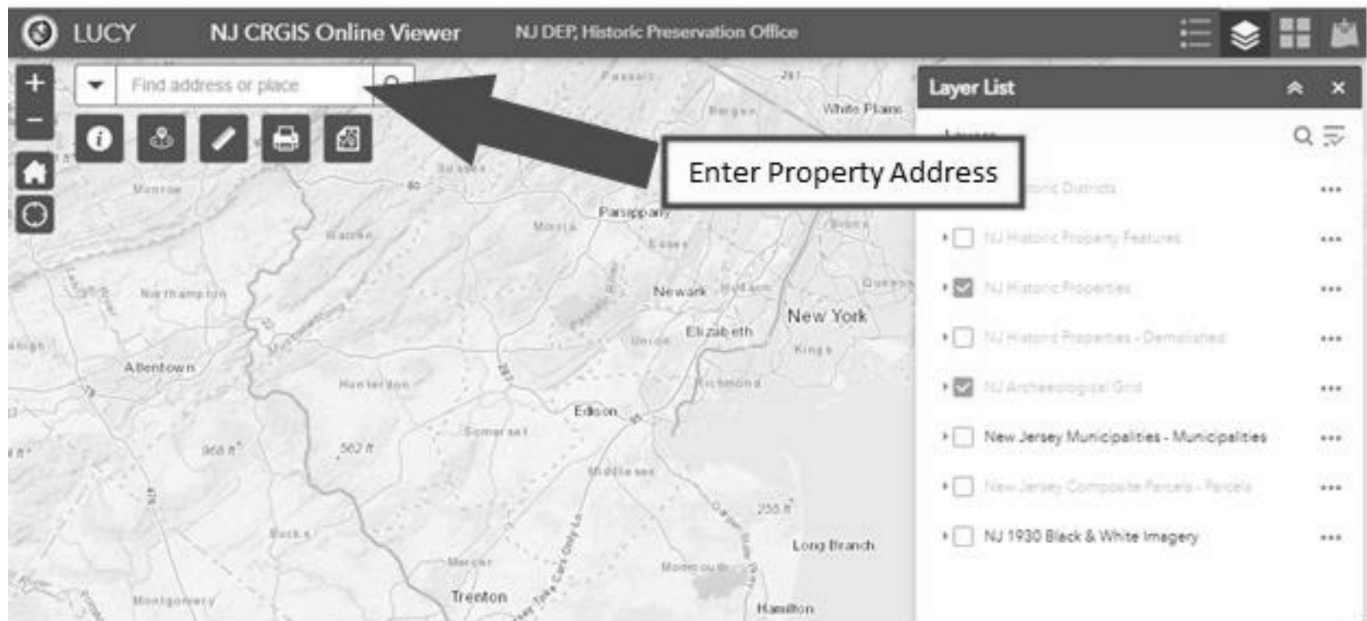




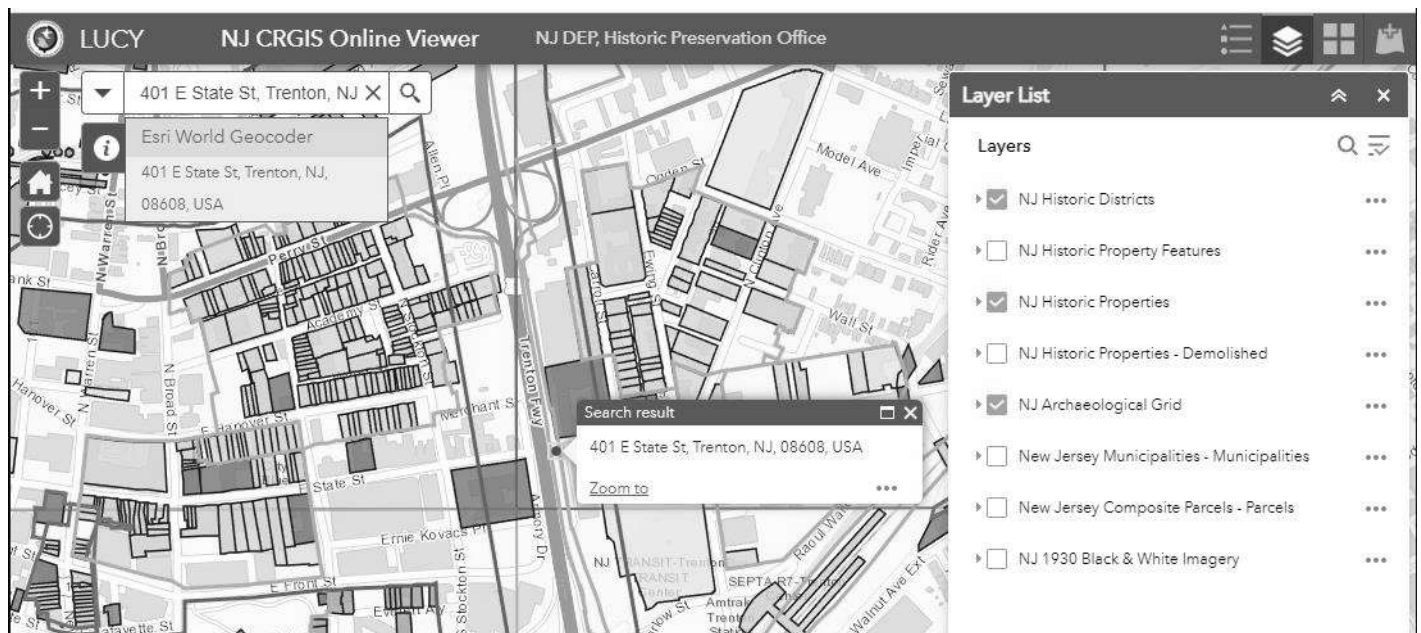
Please refer to the LUCY Guide for definitions of Historic Districts, Historic Properties and Archaeological Grids



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If the project site is highlighted or outlined in one of the colors circled above, check Yes for the application question: **Is the property identified as historic on the NJDEP Historic Preservation Office LUCY Online Map Viewer?** Otherwise, check No.



## **Allowable Costs (Local Governments) - Green Acres Rules Excerpt**

### **N.J.A.C. 7:36-10.6 Allowable project costs**

(a) For development projects, the following costs are allowable, provided the local government unit incurs such costs in conformance with all applicable laws, including the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.:

1. Construction costs;
2. Engineering costs associated with facility design and preparation of plans and specifications, supervision, and inspection, not to exceed 13 percent of the construction costs submitted by the local government unit and approved for Green Acres funding;
3. Incidental costs, individually itemized, associated with the implementation of the development project, including the cost of advertising, archaeological, architectural, conservation, financial, geological, historic research, hydrological, legal, or other professional advice, estimates, reports, services, or studies and the cost of preliminary planning and engineering necessary for the preparation of the application, provided such costs are not also included in the costs listed at (a)1 or 2 above. Incidental costs are limited to a maximum of two percent of the construction costs submitted by the local government unit and approved for Green Acres funding, or \$20,000, whichever is less;
4. Permit fees associated with the development project;
5. Costs of equipment required to make the facility operational; and
6. Costs of the preliminary assessment, when completed in accordance with N.J.A.C. 7:26E, as required under N.J.A.C. 7:36-13.4, and further testing as determined by the Department, based on findings and recommendations of the preliminary assessment.

(b) The following types of costs are not allowable:

1. Administrative and operating costs and salaries and/or wages of any employee of the local government unit incurred as part of the development project;
2. Costs associated with an application for Green Acres funding that the Garden State Preservation Trust does not approve under N.J.A.C. 7:36-13.3;
3. Remediation work done to address any areas of concern, as defined under the Technical Requirements for Site Remediation, N.J.A.C. 7:25E, that are identified in the preliminary assessment required under N.J.A.C. 7:36-13.4 or by other means; and
4. Costs in excess of the sum of the approved Green Acres funding plus the local government unit's matching share, if required, unless Green Acres has approved a request for supplemental funding under N.J.A.C. 7:36-14.3.

## Helpful Links

*Click on name of link to access. If unsuccessful, hold down the Ctrl button while clicking.*

### POTENTIAL FUNDING SOURCES

- County open space funds
  - [Atlantic County](#)
  - [Bergen County](#)
  - [Burlington County](#)
  - [Camden County](#)
  - [Cape May County](#)
  - [Cumberland County](#)
  - [Essex County](#)
  - [Gloucester County](#)
  - [Hudson County](#)
  - [Hunterdon County](#)
  - [Mercer County](#)
  - [Middlesex County](#)
  - [Monmouth County](#)
  - [Morris County](#)
  - [Ocean County](#)
  - [Passaic County](#)
  - [Salem County](#)
  - [Somerset County](#)
  - [Sussex County](#)
  - [Union County](#)
  - [Warren County](#)
- General Open Space/Recreation/Community Development Grant Programs
  - o [DCA Local Recreation Improvement Grant Program](#)
  - o [American Water's Building Better Communities Grant Program](#) (administered by National Recreation and Park Association)
  - o [DCA Community Development Block Grants](#)
  - o [USDA Community Facilities Grant](#)
  - o [DCA Neighborhood Revitalization Tax Credit \(nonprofits working in certain municipalities\)](#)
  - o [William Penn Foundation](#) (Greater Philadelphia region)
  - o [Open Space Institute](#)
  - o [DEP Office of Natural Resource Restoration](#)
  - o [City Parks Alliance Equitable Parks Funding Hub](#)
  - o [USNPS Outdoor Recreation Legacy Partnership Grants Program](#)
- Grant Programs for Specific Types of Improvements
  - o [ANJEC Open Space Stewardship Grants](#)
  - o [New Jersey Urban and Community Forestry Grants](#)
  - o [319 Nonpoint Source Pollution Grants](#)
  - o [NJ Historic Trust Funding Programs](#) (cannot be used to match GA funding)
  - o [US Tennis Association Grants](#)
  - o [Boat U.S. Grants](#)
  - o [Boating Infrastructure Grant Program](#) (US Fish & Wildlife Service)
  - o [NBIG – National Boat Infrastructure Grant](#) (US Fish & Wildlife Service)
- Accessibility Grants
  - o [Recreation Opportunities for Individuals with Disabilities Grants \(DCA\)](#)
  - o [Inclusive Healthy Communities Grant Program \(IHC\)](#)

### OTHER RESOURCES

- Green Acres & OTPLA Links
  - o [Green Acres](#)
  - o [Green Acres Regulations](#)
  - o [Application Forms](#)
  - o [Contacts List](#)
  - o [Office of Transactions and Public Land Administration, Public Land Compliance Section](#)
  - o [Recreation and Open Space Inventory \(ROSI\) Form](#)

- [Public Engagement in Park Planning Resources](#)
  - o [Community Engagement Resource Guide \(NRPA\)](#)
  - o [Designing Parks Using Community-Based Planning \(California State Parks\)](#)
  - o [Planning for Parks, Recreation, and Open Space in Your Community \(Washington State\)](#)
  - o [Examples of Park Planning Community Engagement Efforts:](#)
    - [Carver County, MN](#)
    - [Portland, OR](#)
- [Open Space and Recreation Facilities Mapping and Planning Resources](#)
  - o [SCORP \(Outside, Together!\)](#)
  - o [NJMAP / Conservation Blueprint](#)
  - o [NJ-GeoWeb](#)
  - o [NJ Community Asset Map](#)
  - o [DEP-approved Public Access Plans](#)
  - o [Healthy Communities NJ](#)
- [Climate Mitigation and Resilience Resources](#)
  - o [DEP Climate Change Information](#)
  - o [NJ Global Warming Response Act 80x50 Report](#)
  - o [New Jersey's Flood Indicator Tool](#)
  - o [Climate Friendly Parks](#)
  - o [US Green Building Council](#)
- [Environmental Justice Resources](#)
  - o [Office of Environmental Justice](#)
  - o [Furthering the Promise](#)
  - o [EJMAP](#)
- [Historic Preservation Resources](#)
  - o [NJ State Historic Preservation Office](#)
  - o [New Jersey Comprehensive Statewide Historic Preservation Plan](#)
  - o [LUCY Online Map Viewer](#)
  - o [LUCY User Guide](#)
  - o [New Jersey and National Registers of Historic Places](#)
  - o [Secretary of the Interior's Standards for the Treatment of Historic Properties](#)
  - o [Secretary of the Interior's Guidelines for the Treatment of Cultural Landscapes](#)
- [Accessibility Resources](#)
  - o [Americans with Disabilities Act](#)
  - o [NJ Division of Disability Services](#)
  - o [New Jersey Barrier Free Subcode \(Recreation: Sections 5:23-7.16 to 5.23-7.32\)](#)
  - o [DCA Rules for Completely Inclusive Playgrounds](#)
  - o [Disability Snapshots](#)
  - o [Rutgers State Policy Lab – Increased Access to Nature and Outdoor Recreation for People with Disabilities](#)
- [Tree Resources](#)
  - o [New Jersey Urban & Community Forestry Program](#)
  - o [NJ State Approved Foresters](#)
  - o [NJ Shade Tree Federation Information](#)
  - o [Sample list of NJ Native Trees](#)

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- Trail Resources
  - o [NJ Trails Program](#)
  - o [Trail Maintenance Costs per Mile](#)
  
- State of NJ Information on Synthetic Turf:
  - o [NJDEP Division of Science & Research Findings](#)
  - o [NJDOH Artificial Turf Investigation](#)
  
- Resources for Contaminated Sites
  - o [DEP Office of Brownfields Reuse](#)
  - o [Hazardous Discharge Site Remediation Fund](#) (grants for site investigation and remediation)
  
- Public Contracts Information
  - o [NJ Local Agency Procurement Laws](#)
  - o [Local Public Contracts Law Contracting Thresholds](#)
  - o [Prevailing Wage Rates on Construction-Related Public Works Projects](#)
  
- Nonprofit Compliance Links
  - o [IRS Tax Exempt Organization Search](#)
  - o [NJ DCA Charities Search](#)