NJDEP Green Acres Program

Local and Nonprofit Assistance Program

**Supplemental Funding Request Form**

**Park Development & Stewardship Projects**

**2025 Funding Request Deadline Date: February 5, 2025**

**Applications must be submitted through the** [**Green Acres website portal**](https://dep.nj.gov/greenacres/forms-and-regulations/#1704805850106-9fa4be0e-bc9b)

**The following items must be submitted to request supplemental funding for an open park development or stewardship project:**

* 1. This form, completed & signed
* 2. Adopted [Supplemental Funding Enabling Resolution](https://dep.nj.gov/wp-content/uploads/greenacres/pdf/enabling-resolution-for-supplemental-funding-request-2023-rev.pdf) *(Contact your Green Acres Project Manager to confirm whether a new resolution is necessary)*
* 3. Updated units and quantities cost estimate, prepared and signed by an authorized, licensed professional
* 4. Updated concept plan with any proposed project scope changes highlighted
* 5. Updated project schedule
* 6. *If applicable,* current [Nonprofit Eligibility Certification](https://dep.nj.gov/wp-content/uploads/greenacres/pdf/nonprofit-cert-form-for-supplemental-funding-2023.pdf)

**NOTES:**

* This request counts toward the limit on the number of funding requests applicants may submit in the upcoming funding round.
* Jake’s Law (Completely Inclusive Playground) projects are not eligible for supplemental funding
* Supplemental funding may be requested for underfunded projects based on the original project scope; project scope additions are not eligible for supplemental funding
* Applicants must be making significant progress on all open projects to be eligible for additional funding at this time.
* Please contact your GA Project Manager for assistance in completing this form.
* Unless waived by your Project Manager, supplemental funding requests submitted without the required Enabling Resolution will not be considered.
* The final, signed copy should be submitted to the Green Acres application portal, as per instructions on the Green Acres website, and emailed to your Project Manager.

**Applicant:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Green Acres** **Project Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Green Acres Project #:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Green Acres** **Project Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Total and Current Grant and Loan Amounts:**

(*Contact your GA Project Manager to confirm figures)*

Approved Loan Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_ Approved Grant Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_ Approved Total: \_\_\_\_\_\_\_\_\_\_\_\_\_

Current Loan Balance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Current Grant Balance: \_\_\_\_\_\_\_\_\_\_\_\_\_Current Total Balance: \_\_\_\_\_\_\_\_\_\_\_\_

**Funding Request Summary**

**Please review with your Green Acres Project Manager *before* submitting**

|  |  |
| --- | --- |
| Updated estimated total project cost *(matches attached cost estimate)* | **$** |
| x Eligible grant percentage | **0.\_\_\_\_** |
| = Eligible Green Acres grant | **$** |
| *Less:* Total of Previous Green Acres grant awards | **($ )** |
| **Unfunded eligible Green Acres grant** | **$** |
| x Eligible loan percentage | **0.\_\_\_\_** |
| = Eligible Green Acres loan | **$** |
| *Less:* Total of Previous Green Acres loan awards | **($ )** |
| **Unfunded eligible Green Acres loan** | **$** |
| **2024 round Green Acres grant request** | **$** |
| **2024 round Green Acres loan request** | **$**  |
| **Total 2024 Round Green Acres Funding Request****(Rounded to next $1,000)** | **$** |

 ***(The total funding request amount must match the amount requested in the Enabling Resolution)***

**Required Signatures (2)**

**1.** Signature of person authorized in the “Now, therefore” paragraph of the adopted governing body resolution

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Print Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2**. Signature of Chief Financial Officer

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Print Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_