



Open Space Preservation Trust Fund Advisory Committee

1301 Park Blvd.
Cherry Hill, NJ 08002
Phone: (856) 858-5211
Fax: (856)216-7156

Jeffrey L. Nash
Commissioner Liaison

Scott Traynor
Camden County Parks Department

Janina Nelson
Camden County Environmental Affairs

Hon. Edward Campbell III
Mayor of Gibbsboro

Hon. Marie Lawrence
Mayor of Winslow Township

Helen Garcia-Arvin
Voorhees Recreation

Linda C. Musser
Camden County Board of Realtors

Richard Zimmermann
Whitman Stafford Committee

John Gentless
Citizen Representative

Gerald Greene
Citizen Representative

Eileen Lish
Citizen Representative

Christopher Mrozinski
Citizen Representative

Jack Sworaski
Citizen Representative

Dear Applicant,

Attached please find a 2024 Camden County Open Space Trust Fund Recreation Facility Enhancement Application packet. All applications for funding in 2024 must be postmarked by April 30, 2024.

As in previous years, the number of grant applications considered from each municipality will be limited. We will accept two grant applications from municipalities with more than 15,000 residents and one application from towns with less than 15,000 residents.

If your municipality, or an organization within your municipality, submitted a grant application in 2023 that was not funded, and you would like that application to be considered for funding in 2024, you can simply indicate this preference in an email to me at janina.nelson@camdencounty.com on or before April 30, 2024. Should you wish to submit a different application(s) for consideration, you may do so and indicate in your cover letter that the newly submitted application(s) is/are to replace the unfunded 2023 application(s).

This packet includes:

1. The Goal and Objectives of the Camden County Open Space Preservation Program
2. An Application for Recreation Facility Enhancement Funding
3. An overview of the County's Application Procedures

In preparing an application, please note the following:

- Grants are awarded on a competitive basis. A total of 20-25 grants of up to \$25,000 each will be funded, with no more than two grants being awarded within a municipality with a population exceeding 15,000 and no more than one grant within municipalities with populations under 15,000.

NOTE: If more than the allotted number of grant applications are received from within a given municipality, ALL applications from within that municipality will be referred back to the municipality. The municipality must then identify those applications, up to the allotted number, which are to be considered by the Committee under the current round of funding. Those applications not selected by the municipality for consideration may be resubmitted for consideration during the next round of funding.

- Recreation organizations not directly associated with a municipal government are required to obtain a municipal resolution supporting their application and to submit this supporting resolution along with their application.
- Applicants should provide evidence of community support for the project from non-governmental sources, i.e. letters of support from community service organizations, neighborhood associations, school groups, athletic organizations, resident petitions, etc.
- All grant funds awarded must be spent within 18 months of signing the grant agreement. Unspent funds may be subject to forfeiture.
- Unexpended grant funds remaining after a funded project has been completed can no longer be used for additional tasks at the project location: The unexpended funds will remain with the County and the balance in the existing purchase order will be cancelled.
- No funds can be used at a location, or for a project, different than the one for which the original grant was awarded.
- No application will be accepted for a project location for which grant funds were awarded in a previous round and these funds remain unexpended, or a request for reimbursement has not been submitted by the Grantee.
- The following costs **cannot** be funded through this grant:
 1. Work undertaken before grant application deadline
 2. Delivery costs exceeding 5% of the grant total
 3. Landscaping (including the planting or replacing of trees) costs exceeding 10% of the grant total
 4. Engineering and design costs
 5. Team equipment and/or uniform purchases
 6. League fees and registrations
 7. Team transportation costs
 8. Purchase/installation of facility-identifying signage
 9. Purchase of indoor furnishings not directly relating to sports or recreation
 10. Purchase/installation of scoreboards
 11. Purchase/installation of artificial turf except under certain circumstances
 12. Improvements to bathroom facilities
 13. Improvements to snack stands
 14. Street-side sidewalk improvements
 15. Paving of facility parking lots
 16. Purchase of general field maintenance equipment (i.e. lawnmowers, weed whackers, edgers, and other lawn tools)
 17. Cosmetic improvements that do not serve to expand the use of the facility for active or passive recreation

18. Improvements to athletic fields, and other facilities owned and maintained by a local Board of Education and not readily accessible to any Camden County resident when not in use by local students

19. Improvements to fee-based, members-only facilities such as gyms and swim clubs

Applications will be evaluated based on site visits by the Recreation Facility Enhancement Application Review Sub-Committee and a point system (with a maximum score of 70 points) based on the following criteria.

Examples identified are not to be considered all inclusive.

Does this project expand the use of an existing recreation facility? i.e. installation of lighting, creation of new fields or playground facilities; addition of walking/biking trail? *(up to 10 points)*

Does the applicant identify other sources of funding secured by the applicant for this project? i.e. organizational funds, municipal funds, state funds, donations, or in-kind services *(up to 10 points)*

Does the proposed project serve to advance the goals of the County's Bicycling and Multi-Use Trail Master Plan, or lie within, or in proximity to, the County's proposed greenway network? i.e. project includes multi-use trail construction or the creation or renovation of recreation facility within, or proximate to, the proposed greenway *(up to 10 points)*

Does the project contribute to the elimination of on-site, safety, security, or health concerns? i.e. regrading of fields; installation of a security system; installation of safety netting/fencing; upgrade of playground equipment to meet code; etc. *(up to 10 points)*

Is the facility for which funding is requested unique to the municipality or unavailable in adjoining municipalities? i.e. single facility serving entire municipality; street hockey rink, volleyball court not found in adjoining municipalities *(up to 10 points)*

Is the facility readily available for use by County residents when not in use by the organization? i.e. access is unrestricted; simple procedure to gain access *(5 points)*

Does the applicant provide evidence of sufficient community support for the proposed project? i.e. letters of support, petitions, included with application *(5 points)*

Does the project support the goals of **Sustainable Camden County** through the inclusion of green infrastructure, technologies, etc.? i.e. energy efficient lighting, use of recycled materials, porous paving, water conservation measures, etc. *(up to 10 points)*

Has the municipality/organization received open space funding in the past and are all previous grant monies fully expended? i.e. significant monies unspent; projects remain uncompleted *(up to 10 points deducted from total for unspent fund, uncompleted projects)*

The Camden County Open Space and Farmland Preservation Plan can be viewed and downloaded at www.dvrpc.org/reports/04008.pdf Greenway maps can be found on pages 72 and 73. Should you have any questions or require assistance in completing the application, please contact me at (856) 858-5211.

Sincerely,

Janina Nelson

Camden County Environmental Affairs

Division of Open Space and Farmland Preservation