

APPLICATION INFORMATION FORM – ATTACHMENT A

21st CENTURY REDEVELOPMENT PROGRAM

A representative of the lead municipality, county, or redevelopment agency must complete and return this Application Information Form as part of the application package. If the question is not applicable to the proposal, please indicate “Not Applicable”.

Portions of this application form are fillable PDF. If you need more space than the form allows, attach a separate sheet referencing the Lead Municipality/County/Agency name and clearly identify the Section(s) and Number(s).

The Application Information Form must be completed and submitted in order for the proposal to be considered for a grant award.

SECTION I: GENERAL INFORMATION

APPLICANT NAME (LEAD MUNICIPALITY/COUNTY/AGENCY):

APPLICANT ADDRESS:

APPLICANT CONTACT:

APPLICANT E-MAIL ADDRESS:

APPLICANT CONTACT PHONE NUMBER:

Please list all supporting municipalities or counties partnering on this proposal.

Please list any other partners participating on this proposal.

SECTION II: PROJECT DETAILS

1. Project Title (10 Word Maximum):

2. Primary prior use of property: Please select the primary prior use of the subject property :

Retail

Office

3. Stranded Asset Details:

Please attach a narrative that describes the existing conditions of the subject property, specifically:

- A. Site Address
- B. Permitted uses for the site in the current the master plan, redevelopment plan, and zoning ordinance. Please describe whether the site is within an existing business, commercial or mixed-use district, and whether the proposed use is a use permitted under the zoning ordinance, master plan and/or redevelopment plan
- C. Total Square Footage of Structures on the subject property
- D. Total Acreage of Site (both independently, and relative to the greater municipal area - as a percentage)
- E. Vacancy Rate
- F. Current Site/Facility Owner and any known encumbrances on the site.
- G. How the subject property may be impeding growth or expansion of the local economy
- H. Any additional information relevant to the application about the current status and condition of the subject property

4. Project/Plan Details:

Please submit, as an attachment to your application, a narrative that describes the planning project to be undertaken, specifically:

- A. Project/Plan Description, including specifically how the grant funding will be used to help the municipality/county plan solutions addressing the challenges of persistent office and retail vacancy. Potential uses may include, but are not limited to:
 - a. Legal analysis to explore the appropriateness of designating one or more relevant properties in the community as an area in need of redevelopment
 - b. Determining cost-benefits of retrofitting, redeveloping or greening the property or properties
 - c. Driving economic growth for the locality and region
 - d. Creating greater social, economic, and environmental sustainability
 - e. Expanding affordable and multi-family housing
 - f. Attracting employers and a diverse, talented workforce
 - g. Expanding entrepreneurial opportunities and support local businesses
 - h. Promoting walkable neighborhoods and improve accessibility and mobility
 - i. Connecting to public transportation
 - j. Improving livability and healthy outcomes for the local population
 - k. Stakeholder engagement and facilitation to identify community desires and needs
 - l. The identification of appropriate funding sources to support community led re-use of one or more properties
 - m. Cataloging relevant retail and office properties in a community and identifying priority sites when considering community needs
 - n. Economic analysis relating to the feasibility of various redevelopment and/or reuse scenarios
 - o. Land-use planning identifying the most suitable re-use scenarios

- B. Identification of Project Purpose and Merits, which may include:
 - a. Public use component (i.e. public space, parks, etc).
 - b. Ability to address locality-specific needs and challenges.
 - c. Long term viability and adaptability of a given concept.
 - d. Dedication to principles of environmental sustainability, such as stormwater management, reduced carbon emissions, and efforts to advance walkability and bike facilities in the municipality.
 - e. Ability to consider and mitigate any past difficulties that created challenges for a given asset/grouping of assets.
 - f. Ability to identify and balance local needs with those of the region and state as a whole.

- C. How the community plans to engage local residents and businesses in planning efforts

- D. If applicable, explain the degree to which the plan will advance any existing State, regional, and/or local development and planning strategies. For example, the relationship of the plan to a local development strategy, including other major projects undertaken within the municipality.
- E. Explanation of the need of the 21st Century Redevelopment grant to the viability of the planning project.
- F. In addition to the \$50,000 in grant funding, the 21st Century Redevelopment Grant also includes technical support provided by the Division of Policy, Planning, and Research at NJEDA and the Office of Local Planning Services at NJDCA. These services will be limited in scope depending upon Authority/Department resources and can be defined in coordination with a consultant or professional services firm following grant approval.

Please indicate any potential areas of service or support the project anticipates requesting of NJEDA and NJDCA, to the extent this is possible at time of this application.

5. Applicant Background & Viability:

Please submit, as an attachment to your application, a narrative that describes the following information about the applicant and any associated partners:

- A. Explanation of any inherent structural challenges the municipality/county faces that presents challenges from a planning perspective (i.e. lack of public transit, lack of planning resources, geographical/environmental challenges, etc.)
- B. If the applicant has entered into a partnership for the purposes of this application, please describe the nature of this partnership including the roles that the partners will serve in the proposed project. If there are multiple partners, please be specific about the role of each individual partner.
- C. Please provide information demonstrating the ability of the applicant to execute the planning project. This may include, but is not limited to:
 - a. Description of the project's milestones and how they will be measurable and achievable.
 - b. Experience in successful completion of planning projects similar in size and scope to the proposed project
 - c. Description of experience, capacity, and skills of planning team and/or consultants
 - d. Description of any existing redevelopment plans impacting the proposed planning project area.
 - e. Description of any existing market and/or feasibility studies related to the application.
 - f. Description of prior partnership and engagement with private industry for purposes of re-development.
 - g. Evidence of adherence to the municipality's affordable housing obligations

SECTION III: 20 PERCENT MATCH REQUIREMENT

To be considered eligible for a grant award, proposals must demonstrate ability to provide a 20 percent matching contribution of the total grant amount, to be reinvested back into the planning project. The 20 percent match can be in the form of a financial contribution, or a contribution of in-kind resources. In-kind resources are defined as non-monetary resources that will add value and help advance the planning project.

Please indicate how the 20% match will be contributed, broken down among financial and in-kind resources (i.e. 20/0, 15/5, 10/10, etc.) Any combination necessary to meet the 20% is acceptable, but the total below must equal 20%.

- a. Financial
- b. In-Kind

If 20 percent match is financial, the Total Plan Budget in Attachment B should include the 20% match. The application should also detail approximately when and how the 20% contribution will be made.

If 20-percent match is in-kind, please submit, as an attachment to this application, documentation evidencing that the value of the in-kind resources is equivalent to 20 percent of the contract award.

For example, timesheets or documentation reflecting hours/hourly wages of staff associated with the project that are not being paid for using the 21st Century Redevelopment Challenge grant funding, or documentation demonstrating value of goods or services being contributed to the project that are not being purchased under the 21st Century Redevelopment Challenge grant funding.

SECTION IV: OWNERSHIP OF MATERIAL AND EVENT PARTICIPATION

Applicants that are approved for grant funding must agree to share ownership of deliverables with the Authority for the purpose of making results publicly available to foster a dynamic discussion about repurposing stranded assets and to assist other similarly situated municipalities. Approved applicants must also agree to participate in at least 2 events hosted by EDA to share lessons learned with other New Jersey municipalities and counties facing stranded assets challenges.

I understand and agree to sharing ownership of deliverables and participating in the EDA hosted events, subject to award of grant funding