

**New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS**

STANDARD GRANT COVER SHEET

2021-04960-0708

1. DCA Program to Which Applicant is Applying: Local Recreational Improvement 2021			
2. Name of Applicant Agency Woodland Park Borough			
3. Street Address 5 Brophy Lane			
City Woodland Park	State New Jersey	Zip Code 07424-2945	County Passaic
4. Official Contact Person Mrs. Heather Barkenbush		Title CMFO	Phone number (973) 345-8100
5. Program Contact Person Mrs. Sandra Olivola		Title Borough Clerk	Phone Number (973) 345-8100
6. Proposed Project/Grant Title Diane Grimes Memorial Park Improvement Project			
Program Type Local Recreational Improvement: Park Improvements			
7. Total Cost of the Project \$0	8. Requested Amount \$0.00	9. Funds from Other Sources \$0	
10. Project Location (if Different from Applicant Agency) Diane Grimes Park			
Street Address Mount Pleasant Avenue			
City Woodland Park	State New Jersey	Zip 07424-1953	Room Number
11. Vendor Number 226002401-99	12. Employer ID XXXXXXXXXX	13. Tax Exempt ID	
14. Area(s) Benefiting: Borough of Woodland Park.			
15. Briefly describe the project for which you are seeking funds. This award will provide funds to replace antiquated and non-compliant recreational equipment at this park.			

16. a. Will any member of the Board of Directors/Trustees receive any direct or indirect personal or monetary gain from the funding of this grant?

☐ Yes ☐ No

b. Does any member of the Board of Directors/Trustees serve on any board, council commission, committee or task force which has regulatory or advising influence on the funding program? ☐ Yes ☐ No

If yes, please describe:

17. Fiscal Contact Person

Mrs. Heather Barkenbush

Title

CMFO

Phone Number

(973) 345-8100

18. Agency Fiscal Year

1/1 to 12/31

19. Name of CPA Firm Appointed by Grantee

20. **Certification:** The applicant certifies that to the best of his/her knowledge and belief all data supplied in this application and attachments are true and correct. The document has been duly authorized by the governing body of the applicant and further understands and agrees that any grant received as a result of this application shall be subject to the grant conditions and other policies, regulation, and rules issued by the New Jersey Department of Community Affairs which include provisions described in grant applications instructions.

Name and Title of Applicant (Print)

Signature of Applicant

Date of Application

May 5, 2021

**New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS**

STANDARD GRANT COVER SHEET

2021-04960-0708

1. DCA Program to Which Applicant is Applying: Local Recreational Improvement 2021			
2. Name of Applicant Agency Woodland Park Borough			
3. Street Address 5 Brophy Lane			
City Woodland Park	State New Jersey	Zip Code 07424-2945	County Passaic
4. Official Contact Person Mr. Sam Yodice		Title Business Administrator, Ag	Phone number (973) 345-8100
5. Program Contact Person Mrs. Sandra Olivola		Title Borough Clerk	Phone Number (973) 345-8100
6. Proposed Project/Grant Title Diane Grimes Memorial Park Improvement Project			
Program Type Local Recreational Improvement: Park Improvements			
7. Total Cost of the Project \$75,000	8. Requested Amount \$75,000	9. Funds from Other Sources \$0	
10. Project Location (if Different from Applicant Agency) Diane Grimes Park			
Street Address Mount Pleasant Avenue			
City Woodland Park	State New Jersey	Zip	Room Number
11. Vendor Number 226002401-99	12. Employer ID 226002401	13. Tax Exempt ID	
14. Area(s) Benefiting: Borough of Woodland Park, Borough of Woodland Park,			
15. Briefly describe the project for which you are seeking funds. for this award will provide funds to replace antiquated and non-compliant recreational equipment at this park.			

16. a. Will any member of the Board of Directors/Trustees receive any direct or indirect personal or monetary gain from the funding of this grant?

☐ Yes ☒ No

b. Does any member of the Board of Directors/Trustees serve on any board, council commission, committee or task force which has regulatory or advising influence on the funding program? ☐ Yes ☒ No

If yes, please describe:

17. Fiscal Contact Person

Mrs. Heather Barkenbush

Title

CMFO

Phone Number

(973) 345-8100

18. Agency Fiscal Year

1/1 to 12/31

19. Name of CPA Firm Appointed by Grantee

20. **Certification:** The applicant certifies that to the best of his/her knowledge and belief all data supplied in this application and attachments are true and correct. The document has been duly authorized by the governing body of the applicant and further understands and agrees that any grant received as a result of this application shall be subject to the grant conditions and other policies, regulation, and rules issued by the New Jersey Department of Community Affairs which include provisions described in grant applications instructions.

Name and Title of Applicant (Print)

Signature of Applicant

Date of Application

OBJECTIVES

Objective Number: 1

Short Description: Provide accessible and safe playground equipment

Detailed Description

Funding for this project will provide for updated, compliant playground equipment, safety surface, walkways, furniture, age appropriate and COVID signage as well as new trash receptacles and recycling bins.

Methods

Upon award the Borough will purchase and install all items listed in this project.

Evaluation

The Borough will oversee the implementation of this project within the prescribed timeframe for successful completion.

Application Program Component: Park Improvements

Scope of Services

Diane Grimes Memorial Park is located off of Mount Pleasant Avenue and is the most used municipal park within the Borough. This park was named after a longtime member of the Recreation Board. It features a large athletic field with dugouts and bleachers, and is used for baseball, softball, football, and soccer. This park also contains a bocce ball court, a gazebo, playground area, food and restroom facilities, and areas for both on-site and off-site parking.

Proposed Improvements for this funding round consist of:

- Update playground equipment, surface, border, and park furniture.
- Install age appropriate signs and tot lot rules, COVID signage as well as trash and recycling receptacles.

In the future, the Borough intends to continue improvements to this beloved park which may consist of:

- Installation of irrigation equipment and resurfacing of the baseball field with synthetic turf.
- Convert portions of the outfield of the baseball field into a field for soccer or football use.

Funding awarded for this project will be used immediately. This is the final funding element which will complete the project and ready it for construction and installation.

Local Recreational Improvement; Park Improvements
Woodland Park Borough

[illegible]

[illegible]

Local Recreational Improvement 2021
STATEMENT OF MAYOR/COUNTY OFFICIAL

I have reviewed and/or discussed the above proposed grant application with the Named Applicant and make the following statement:



I am in support of this application and will work to integrate this service with others in this community, county and/or region.

COMMENTS

If we are fortunate enough to be a recipient of this grant we will have 100% funding in place to complete this very important park project.

Signature of Mayor or County Official

Name: Keith Kazmark

Title: Mayor

Address: 5 Brophy Lane

Zip 07424

Mayor or County Officer Keith Kazmark

331055-325944-mayor certification letter.pdf

Local Recreational Improvement 2021
AGENCY CAPACITY

DESCRIBE YOUR AGENCY'S CAPACITY TO SUCCESSFULLY EXECUTE THE PROJECT.

The Borough of Woodland Park prides itself on successful and timely completion of projects. If awarded we will immediately move to purchase and installation of all park accoutrements included in the project description.

Local Recreational Improvement 2021
PROJECT DESCRIPTION

Instructions: Summarize the project description in the space below:
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Diane Grimes Memorial Park is located off of Mount Pleasant Avenue and is the most used municipal park within the Borough. This park was named after a longtime member of the Recreation Board. It features a large athletic field with dugouts and bleachers, and is used for baseball, softball, football, and soccer. This park also contains a bocce ball court, a gazebo, playground area, food and restroom facilities, and areas for both on-site and off-site parking.

Proposed Improvements for this funding round consist of:

- Update playground equipment, surface, border, and park furniture.
- Install age appropriate signs and tot lot rules.
- Installation of new trash receptacles for standard trash and recycling.

In the future, the Borough intends to continue improvements to this beloved park

Which may consist of:

- Installation of irrigation equipment and resurfacing of the baseball field with synthetic turf.
- Installation of new trash receptacles for standard trash and recycling.
- Convert portions of the outfield of the baseball field into a field for soccer or football use.

Local Recreational Improvement 2021
PROJECT NARRATIVE

Instructions: Summarize the project narrative in the space below:

Diane Grimes park is a highly utilized park located in one of the Borough's most vulnerable areas. Providing safe and accessible outdoor recreational opportunities is paramount to our mission. Funding for new playground equipment and park accoutrements will undoubtedly enhance the active and passive recreational experience for our residents.

Local Recreational Improvement 2021
PROJECT STATEMENT OF NEED

Instructions: Summarize the statement of need in the space below:

The Borough of Woodland Park covers an area of more than three square miles and is home to more than 12,200 residents from diverse racial, ethnic, and economic backgrounds. According to the United States Census, Woodland Park has roughly 4,367 households with 8% of the population living below the poverty level. The demographic makeup of the borough is 68% White/Caucasian, 4% Black/African American, 4% Asian, 21% Hispanic/Latino and 3% other or two or more races. This growing diversity makes Woodland Park a desirable place to work and live. The population density is 3,988 inhabitants per square mile with 27% of our residents born outside of the USA, and a language other than English spoken in 42% of households. According to the Woodland Park School District, 39% of students enrolled in Woodland Park schools (total enrollment 1,132) qualify for the Federally-funded National School Hot Lunch Program (NSLP) and receive free or reduced lunch, while the overall poverty rate is 11.52. Diane Grimes Memorial Park is situated off of Mount Pleasant Avenue, is the most utilized municipal park within the Borough, and is located in a low income census block. The proposed improvements envisioned for this project include new playground equipment, installation of a safety surface and border, and park furniture. The total cost for this project is \$320,000.00. Funding has been procured from the Passaic County Open Space Fund in the total amount of \$225,000.00. The Borough is respectfully requesting \$95,000.00 in funding to complete this project.

Local Recreational Improvement 2021
PROJECT SCHEDULE AND WORK PLAN

Instructions: Summarize the project schedule and work plan in the space below:

- Preliminary Assessment - 30 Days
- Survey and Design Phase - 60 Days
- Advertisement for Bid and Award Phase - 45 Days
- Construction Phase - 90 Days

Local Recreational Improvement 2021

OTHER SOURCES OF FUNDING RELATED TO THIS APPLICATION

Source	Amount	Code
Passaic County Open Space Grant	\$225,000.00	(L)

Total Funds From Other Sources Related To This Application Only

\$225,000.00

Local Recreational Improvement 2021

CERTIFICATION SHEETS

<i>If your Agency type is not required to answer any of the questions below, click the N/A radio button</i>				
1.	I certify that this agency is not delinquent on any Federal or State debt.	☒ Yes	☐ No	☐ N/A
2.	I understand that payments from NJDCA will depend on our submission of all required grant reports.	☒ Yes	☐ No	☐ N/A
3.	I certify that neither members of our organization's governing body nor members of their families will receive any direct or indirect personal or monetary gain from the funding of this grant.	☒ Yes	☐ No	☐ N/A
4.	I certify that our organization's Certification of System for Award Management(SAM) is valid and current.	☒ Yes	☐ No	☐ N/A
5.	I certify that neither members of our organization's governing body nor members of their families serve on any board, council, commission, committee, or task force that has regulatory authority or advising influence on the funding program.	☒ Yes	☐ No	☐ N/A
If no, please explain:				
Non-government Agencies only—				
6.	If our agency has not received funds from NJDCA for the current State Fiscal Year, I will submit our organization's most recent audit.	☐ Yes	☐ No	☒ N/A
7.	The information contained in the Board of Directors list in our Agency Information is adequate and up-to-date at the time of this application.	☐ Yes	☐ No	☒ N/A

Local Recreational Improvement 2021

CERTIFICATION SHEETS

ATTACHMENTS		
Certification Regarding Debarment and Suspension - Schedule G		
I will upload this attachment ☒	Not applicable ☐	331065-314711-wp - dca recreation grant - schedule g.pdf
Certification Regarding Lobbying - Schedule H		
I will upload this attachment ☒	Not applicable ☐	331065-314713-wp - dca recreation grant - schedule h.pdf
Resolution - Schedule I Or Local Match Only - Schedule I		
I will upload this attachment ☒	Not applicable ☐	331065-314715-wp - dca recreation grant - executed.pdf
IRS Determination Letter (New Applicants, Non-profit, Non-government only)		
I will upload this attachment ☐	Not applicable ☒	
Organizational Chart (Non-government only)		
I will upload this attachment ☐	Not applicable ☒	
Application Cover Page		
I will upload this attachment ☒	Not applicable ☐	331065-314717-wp - dca recreation grant - cover page.pdf
Please upload any third party agreement(s) that may be pertinent to this grant. (see application instructions for specific details)		
331065-314696-proof of ownership.pdf		

**New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS**

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

In accordance to Federal Executive Order 12549, "Debarment and Suspension," the undersigned certifies, to the best of his or her knowledge that as an applicant, this agency or its key employees:

- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transaction by any Federal Department or agency, or by the State of New Jersey;
- b. have not within a 3-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense, in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transportation; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- c. are not presently indicted or for otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any offenses enumerated in paragraph (b) of this certification; and
- d. have not within 3-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default.

The applicant agrees that by submitting this application, it will obtain from all its subgrantees a certification that includes without modification paragraphs (a), (b), (c), (d), of this certification in accordance with Federal Executive Order 12549.

NAME OF AGENCY The Borough of Woodland Park	
NAME AND TITLE OF OFFICIAL SIGNING FOR AGENCY Keith Kazmark, Mayor	
SIGNATURE OF ABOVE OFFICIAL 	DATE SIGNED May 5, 2021
NOTE: The following document related to Debarment and Suspension as required by Federal regulations will be used as the basis for completion of this certification: List of <i>parties excluded</i> from Federal Procurement or Non-Procurement Programs. This document is distributed by U.S. General Services Administration, U.S. Printing Office, Washington, D.C. This document can be acquired from the Superintendent of Documents by calling (202) 783-3238.	

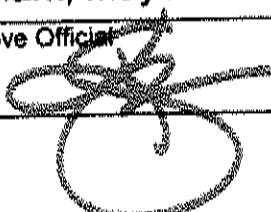
**New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS**

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge that:

- a. No grant funds awarded from State and/or Federal appropriations have been paid or will be paid, by or on behalf of the grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any grant, the making of any loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this, grant, loan, or cooperative agreement, the grantee shall complete and submit the Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. This form can be found at the following website address: <http://www.hhs.gov/oagam/oam/opportunities/rfp0202/sf111.pdf>.
- c. The grantee shall require that the language of this compliance requirement (certification) be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This requirement (certification) is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Name of Agency Borough of Woodland Park	
Name and Title of Official Signing for Agency Keith Kazmark, Mayor	
Signature of Above Official 	Date Signed May 5, 2021