

**2025**

# **Capital Project Grant Application**



**A Service of the Union County Board of County Commissioners**

**Chairwoman Lourdes M. Leon**

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**Kimberly Palmieri-Mouded**

**Rebecca Williams**

## Program Objective

The State of New Jersey through Senate President Nicholas Scutari has earmarked \$6,000,000.00 for Union County municipalities for the purpose of providing large scale capital projects.

This grant program is designed to stimulate the development of local capital projects of economic, transportation or governmental importance to local municipalities.

Only those capital projects with a total cost in excess of \$100,000.00 will be considered. Matching funds are not required.

Projects must be undertaken and completed with funds fully expended by September 30, 2026.

Some examples of projects eligible for this grant are:

- Downtown Development Projects
- Economic Development Plans
- Large Scale Construction Projects
- Engineering and Architectural Plans
- General Financing of Construction Projects/Bond Insurance
- Community Enhancement Projects
- Master Plans/Feasibility Studies/Transportation Plans
- Road Work, including structural enhancements

## Program Timelines and Grant Information

1. All funding awarded must be incurred and expended by September 30, 2026.
2. The application period concludes on May 5, 2025.
3. The review and selection period will follow, and award notification will occur within 30 days of the submission deadline. Grant projects accepted will receive a written grant commitment in the form of a letter from the Union County Board of County Commissioners. A formal Grant Agreement between the County of Union and the Municipality will follow.
4. Projects will be chosen based on need, scope, population served and readiness to proceed.
5. Grantees must adhere to the proposed project timelines. The grant period commences when the Union County Office of County Counsel executes the contracts.

**Chief Financial Officer's Information:**

Full Name:	
Phone Number:	
E-Mail Address:	

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**Certification of Application**

I,  (Mayor or Business Administrator only)  
hereby certify that the information provided within this application form is complete and true to the best of my knowledge.

Signature

Date

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**Mayor or Business Administrator Information:**

Full Name:	
Phone Number:	
E-mail Address:	

## 2025 Capital Project Grant Application

Municipality:		
Mailing Address:		
Name of Project:		
Project Contact Person:		
Project Contact's Phone Number:		
Project Contact's Fax Number:		
Project Contact's E-mail Address:		
Federal Identification Number:		
Fiscal/Calendar Year:		
Finance Officer's Full Name:		
Finance Officer's Contact Information:		

As a representative of  (Municipality),  
 I hereby authorize the project submitted for this proposed 2025 Capital Project Grant.

Signature

Date

Full Name (print)

Date

\$ <input type="text"/>	\$ <input type="text"/>
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Total Project Cost

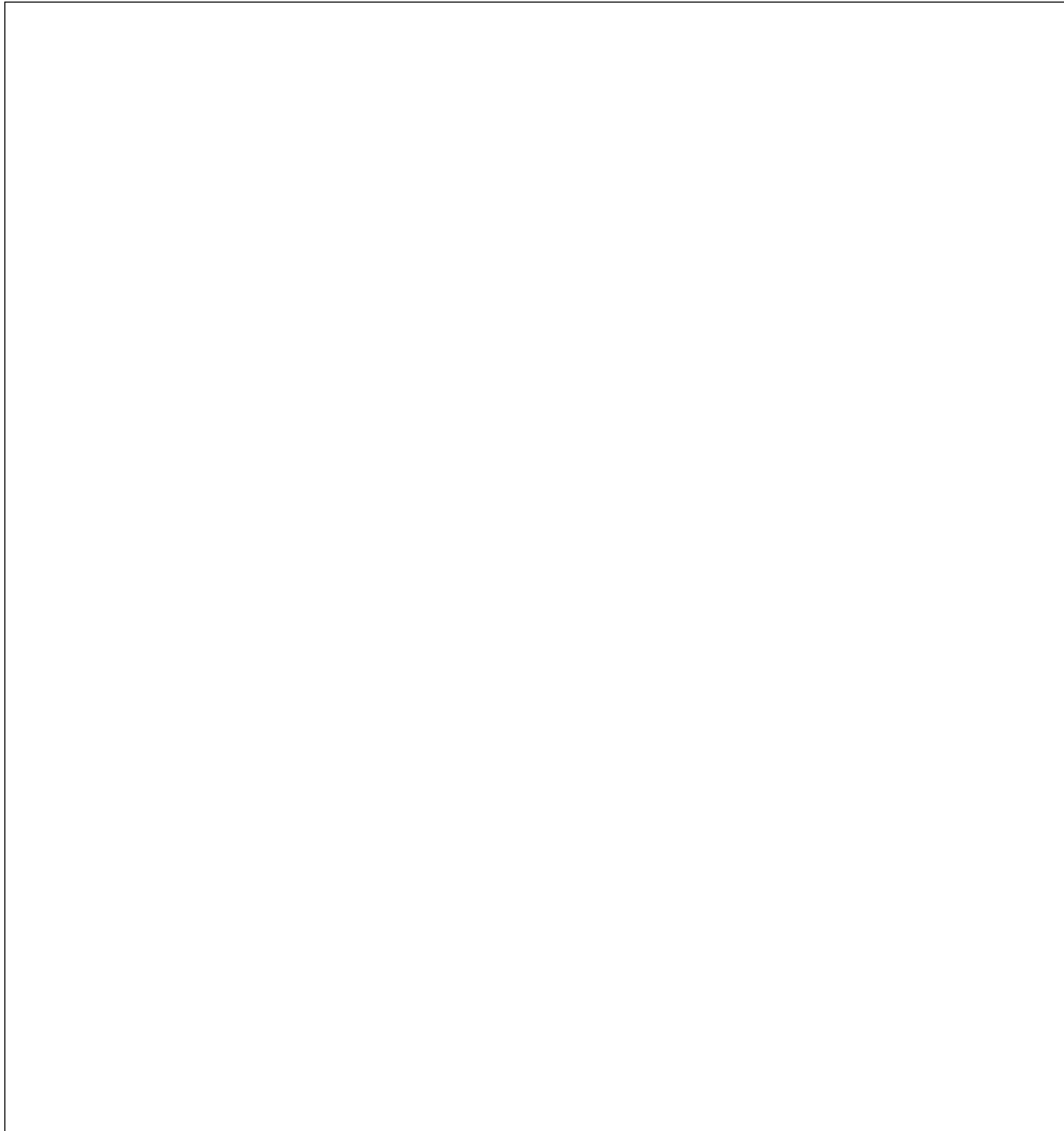
Requested Grant Amount

## **Project Description and Summary:**

Please attach additional pages as needed and include architectural and engineering plans, if appropriate.

Project Description and Summary should include the following information:

- Project name(s).
- Exact location(s) of project(s).
- Project timeline including anticipated start date and anticipated completion date.
- Specific anticipated accomplishments/outcomes.

A large, empty rectangular box with a thin black border, intended for the applicant to provide the project description and summary as outlined in the instructions above.

## Conditions of Award

1. All recipients of grant dollars will be required to post signage acknowledging County of Union and State of New Jersey participation, dependent upon the type of project funded. Each will be discussed prior to confirmation of Grant Agreement between the County of Union and the Municipality.
2. All recipients of grant dollars will be subject to monitoring visits by the Union County Board of County Commissioners staff.
3. All recipients of grant dollars shall be required to enter into an agreement prepared by the Union County Office of County Counsel. Said agreement shall provide that all funding provided through this grant shall be dedicated to the improvement of approved projects in said municipality.
4. Recipients will submit to the County a monthly grant work sheet which will include an update of the progress of the project(s), monthly expenditures including funding sources and account numbers, and an updated estimated completion date of the project(s).
5. Should it be determined by the County that funds granted pursuant to this agreement are not being so dedicated by the applicant, and then in that event, the County will require reimbursement of all amounts so granted. This provision applies to any present or future violations.

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## Submit Application to:

Attn: Kathleen M. Addessa, Special Projects Coordinator  
Union County Administration Building, 6th Floor  
Department of Economic Development  
10 Elizabethtown Plaza  
Elizabeth, New Jersey 07207

**Submission Deadline: May 5, 2025**