



## Passaic County Open Space, Farmland, & Historic Preservation Trust Fund 2024 ACQUISITION GRANT APPLICATION

### ATTACHMENT CHECKLIST

This checklist is enclosed to ensure that you submit a complete application. Before submitting your application, be sure to run through the following checklist:

- Completed Application**
- Site location map (legible street map)**
- Tax map outlining boundaries of the site and identifying adjacent land uses**
- Existing Property Survey** (if available)
- Parcel of base map showing all lands held for recreation and conservation purposes**  
(Scale 1" = 2,000')
- Notice of public hearing** – including published advertisement and certified mail receipts of public notice to property owners within 200 feet of the project site.
- Minutes of public hearing** – portion pertaining to this application only
- Resolution** authorizing the municipality to submit the application
- Appraisal(s)** if available (**due no later than April 14, 2023**)
- Photographs of Site** in JPEG format
- FOR NON-PROFIT ORGANIZATIONS**: Please provide a copy of the current IRS determination letter, a copy of the organization's W-9 form (showing EIN) and a copy of the NJ Business Registration Certificate (BRC) – don't have one? Apply online at:  
<http://www.state.nj.us/treasury/revenue/busregcert.shtml>

### SUBMISSION REQUIREMENTS

- Please submit **one (1) paper copy and one (1) electronic copy** for the following materials:
  - Application Forms
  - Proposals from Professionals, Consultants, Contractors, etc.



Passaic County Open Space, Farmland,  
& Historic Preservation Trust Fund  
2024 ACQUISITION GRANT APPLICATION

- The following materials can be submitted as an electronic copy via email:
  - All photos as JPEG images
  - All other supporting documentation (preferably in PDF format)
  
- Submittals shall be bound by paper clip or binder clip only. The use of binders, plastic separators, non-recyclable materials, etc. are strongly discouraged. Submittals will not be evaluated on the basis of the aesthetic of the package.
  
- Please be advised that handwritten submissions of applications will not be accepted. Fillable PDF forms are available online at our website [www.passaiccountynj.org/openspace](http://www.passaiccountynj.org/openspace)

**Completed Acquisition Grant Applications and all required materials, shall be submitted by Friday, March 22, 2024, no later than 4:00PM to:**

Salvatore Presti, Open Space Coordinator  
County of Passaic  
Department of Planning and Economic Development  
401 Grand Street, Room 417  
Paterson, NJ 07505

**For any questions, please contact Salvatore Presti, Open Space Coordinator: [salvatorep@passaiccountynj.org](mailto:salvatorep@passaiccountynj.org)**



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2024 ACQUISITION GRANT APPLICATION

Project Name: \_\_\_\_\_ Priority: \_\_\_\_\_

**I. Applicant Information**

Type of Organization:  Local Government Unit  Non-profit

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Town/State/Zip: \_\_\_\_\_

Municipality: \_\_\_\_\_

Chief Executive Officer: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**II. Property Information**

Property Name: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

Property Address: \_\_\_\_\_

Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Total Area (Acres): \_\_\_\_\_



Passaic County Open Space, Farmland,  
& Historic Preservation Trust Fund  
2024 ACQUISITION GRANT APPLICATION

Existing Use: \_\_\_\_\_

Current Owner: \_\_\_\_\_

Proposed use of property:

Describe the zoned use of the property (including permitted uses):

Appraised value of the property: \$ \_\_\_\_\_

Type of Acquisition:

Acquisition in Fee Simple

Easement

Farmland Preservation

Other: \_\_\_\_\_

### III. Additional Project Information

If available, please provide any additional information on the following topics: *potential for development of non-open space uses; willingness of seller; conformity with local, county, regional and/or state master plans; any restrictions such as encumbrances, utility easements, etc.:*



Passaic County Open Space, Farmland,  
& Historic Preservation Trust Fund  
2024 ACQUISITION GRANT APPLICATION

**IV. Environmental Protection & Landscape Factors (Check all that apply):**

**Aquifer/Groundwater Recharge:**

- Tier 1 Wellhead Protection Area
- Tier 2 Wellhead Protection Area
- Tier 3 Wellhead Protection Area
- None

**Watershed Protection:**

- Reservoir Buffer Zone
- Headwaters of Rivers and/or Streams
- None

**Protection of Water Resources:**

- Land contains lake, pond, river and/or stream
- Water Frontage
- Riparian Corridor
- None

**Wetlands:**

- Exceptional Resource Value
- Intermediate Resource Value
- Ordinary Value
- Wetlands Buffer Zone
- None

**Flood Plains:**

- Land within the floodway
- Land within the flood fringe
- None

**Woodlands:**

- Mature Forest
- Specimen Trees
- None



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2024 ACQUISITION GRANT APPLICATION

**Preservation of Wildlife Habitat / Vegetation:**

- Threatened or Endangered Species recognized by USEPA or NJDEP
- Unique or exceptional ecosystem
- None

**Steep Slopes:**

- Slopes greater than 25%
- Slopes greater than 15%
- None

**Unusual Topographical Features:**

- Presence of ridge lines, bluffs, caves, gorges
- Not present

**Scenic Views:**

- Contains or complements scenic views
- None

**Historic, Cultural, and Archeological Features:**

- Features listed in the Passaic County Historic Sites Survey or eligible for listing on the
- National or State Register of Historic Places
- Presence of known, significant, historical or archeological values
- None

**Proximity to Existing Protected Open Space:**

- Adjacent to or complements existing open space
- None



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2024 ACQUISITION GRANT APPLICATION

V. Matching Funds

- 1. Green Acres Grant/Loan: \$
2. Passaic County Open Space Trust Fund Grant(s): \$
3. Local Government Unit Open Space Trust Fund: \$
4. Local Government Unit Funds: \$
5. Other: \$
TOTAL MATCHING FUNDS: \$

(Sum of Items 1-5)

VI. ANTICIPATED CLOSING DATE:

VII. Certification

The applicant certifies the following:

- a. The filing of this application has been approved by the governing body of the applicant;
b. The facts, figures, and information contained in this application, including all attachments, are true and correct;
c. Any funds received will be expended in accordance with the grant agreement to be executed with the County of Passaic; and
d. The individual signing has been authorized by the organization to do so on its behalf, and by his/her signature, binds the organization to the statements and representations contained in the application.

Acting as a duly authorized representative for the applicant organization, I am submitting this request for assistance from the Passaic County Open Space, Farmland, and Historic Preservation Trust Fund.

Name: Title:

Signature: Date