

**From:** Sustainable Jersey <[grants@sustainablejersey.com](mailto:grants@sustainablejersey.com)>

**Sent:** Thursday, September 16, 2021 10:18 AM

**To:** Siegelheim, Samantha; Superintendent León; Rose, Simone; Rexford, Susan

**Subject:** [EXTERNAL EMAIL] CONFIDENTIAL: Sustainable Jersey for Schools Grant

Congratulations! We are pleased to inform you that Thirteenth Avenue Elementary School has been selected to receive a 2021 Sustainable Jersey Grant funded by the PSEG Foundation in the amount of \$10,000. Grant recipients will be publicly announced during a virtual grant announcement event.

**However, we will be unable to award you the grant until we receive a grant authorization document.** A school district or school can either upload a **School Board Resolution** supporting the grant application or a **letter** from the superintendent, business administrator, or school principal. Click [here](#) for a sample School Board Resolution and [here](#) for a sample letter supporting the submission of the grant application. You are not required to use one of the templates as long as the grant authorization document names the **specific Sustainable Jersey grants cycle** (2021 Sustainable Jersey Grants Program funded by the PSEG Foundation), the **requested funding amount(s)** (\$10,000 and/or \$2,000), and the **name of the applicant** (your school district/school name).

Please note that this resolution is **DIFFERENT** than the resolution required for registration in the Sustainable Jersey for Schools certification program or the resolution required to establish a green team.

Please send this document to us via email by **October 4**.

**Please do not publicly announce your grant until after the event. Sustainable Jersey will send you a release template that you can customize for your district/school.**

**More information on the event will be sent by the end of next week.** Since the cycle was delayed, we understand recipients might

need to make changes to the original grant proposal. Please let us know if this is the case with your project—any significant modifications to the scope and budget of the grant project must first be approved by Sustainable Jersey before being implemented.

Please let us know if you have any questions at this time.

Sincerely,

Kaitlyn R. Vollmer

Sustainable Jersey @  
Sustainability Institute at The College of New Jersey  
Forcina Hall, 3rd Floor  
P.O. Box 7718  
Ewing, NJ 08628-0718  
[grants@sustainablejersey.com](mailto:grants@sustainablejersey.com)  
609-771-3189

---

**ATTENTION**

This message has been sent to you from Outside the Newark Board of Education's email domain. This may be a SPAM message especially if the sender's name appears to be from inside the district's domain. Please employ caution when opening email messages that have been sent from the Outside with this disclaimer and do not click on links or attachments without carefully reading the message. If the message is suspicious, please delete it immediately.