



Plan Conformance Implementation Grant Program Scope of Work Requirements (Non-TDR Grants)

Scopes of Work submitted to the Highlands Council in support of a municipal or county Plan Conformance Grant must specify the master plan and/or regulatory provision(s) proposed for development or modification, the steps needed (including background studies) to complete the initiative(s), and how the resulting deliverables will further the municipal or county effort toward achieving Plan Conformance.

ELIGIBILITY

Eligibility for funding under the Highlands Council Plan Conformance Grant Program requires and will be evaluated based on Applicant responses to the following.

- A. Funding provided under this grant will be used to provide the following grant deliverable(s) (select all applicable):

(✓)	Plan Conformance Grant Deliverables
	1. Complete background study/studies and/or data collection needed to develop or modify one or more components of a municipal/county master plan or of the jurisdiction’s regulatory provisions, to further its/their consistency with the RMP.
	2. Develop or modify a municipal/county master plan component (inclusive of resource management plans, sustainable economic development plans, etc.) to further its consistency with the RMP.
	3. Develop or modify a municipal/county regulatory enactment (including policy enactments governing municipal or county owned/operated lands or facilities) to further its consistency with the RMP.
	4. Develop or modify a municipal/county master plan or regulatory component pursuant to a guidance document provided by the Highlands Council to achieve/further its consistency with the RMP.

B. Specify study/studies and/or data collection proposed: _____

C. Specify master plan component(s) to be developed or modified: _____

D. Specify regulatory provision(s) to be developed or modified: _____

E. Specify applicable Highlands Council guidance materials: _____

F. Grant deliverable(s) will further the consistency of the municipal/county master plan or regulatory enactments with respect to the following policy areas of the RMP (select all applicable):

(✓)	RMP Policy Areas
	1. Highlands Resource Protection/Enhancement
	2. Sustainable Economic Development
	3. Smart Growth, Compact Development
	4. Transportation/Circulation Planning
	5. Highlands Center
	6. Highlands Redevelopment Area
	7. Agricultural Preservation/Retention
	8. Land Preservation/Stewardship
	9. Water Use & Conservation/Management
	10. Water Quality Protection/Management
	11. Wastewater Management
	12. Stormwater Management
	13. Stream Corridor Protection/Management
	14. Lake Management
	15. Forest Resource Protection/Management
	16. Critical Habitat Protection/Management
	17. Carbonate Rock Management
	18. Steep Slope Protection/Management
	19. Septic System Management
	20. Easement Inventory/Monitoring/Management
	21. Fair Share Housing Plan Development/Modification per FHA
	22. Community Facilities Planning
	23. Historic/Scenic Resource Preservation/Management
	24. Cluster Development Planning
	25. Low Impact Development Planning
	26. Other (specify):

GRANT FINANCIAL AND PERFORMANCE REPORTING

In accordance with the Highlands Council Grant Program Section XIX. The following grant conditions are required.

A. The Grantee is required to submit a final deliverable at the conclusion of each completed module.

- B. The Grantee shall submit interim performance quarterly reports as prescribed by the Highlands Council; however, the reporting time frame may be modified with approval from the Highlands Council and shall not be required less frequently than annually.
- C. Extensions to reporting and deliverable due dates may be granted upon written request to the Highlands Council.
- D. If reports are not submitted as required, the Highlands Council may, at its discretion, suspend payments on this grant. The State of New Jersey may, at its discretion, take such action to withhold payments to the Grantee on this or any grant with other State agencies until the required reports/deliverables have been submitted.

HIGHLANDS COUNCIL QUARTERLY REPORTING REQUIREMENTS

Quarterly Reports shall include the current status of each task activity; the budget details including a percent complete status; anticipated task results for the next 90 days; and comments or concerns. Please note completed task do not need to be included in the quarterly reporting details. The quarterly report shall be submitted to the Highlands Council Liaison on an agreed upon schedule and format.