

JCKN-00420

July 9, 2012

"Schedule A"

Jose Torres, Business Administrator
Township of Jackson
95 W. Veterans Hwy
Jackson, NJ 08527

**Re: Revised Scope of Work Proposal
NJDEP Green Acres Diversion Application
Jackson Mills Compost Facility Diversion
Block 147.02, P/O Lot 2
Camp Joy Diversion
Block 52, Lot 3
Township of Jackson, Ocean County, New Jersey**

296R-12
7-24-12

Dear Mr. Torres:

As a follow-up to Green Acres internal review meeting dated February 9, 2012, in accordance with Dave Smith of Green Acres email to John Visconi, Esq. dated March 22, 2012 (copy enclosed), Susan Kane email dated March 26, 2012 (copy enclosed) and per our May 30, 2012 onsite meeting, please find out line below a summary of those findings and a revised scope of work proposal to address those issues.

The Green Acres Program met on Thursday, February 9, 2012 to discuss our proposed diversion of two (2) acres of parkland located at Block 147.02, P/O Lot 2 (new Block 2201, P/O Lot 2) along Route 526 in Jackson Township, Ocean County, NJ. Upon completion of that meeting, the Green Acres program determined the proposed replacement parcel was not an acceptable compensation parcel due to its isolated location in a residential community. The Green Acres Program felt the compensation parcel should be of equal quality in that the proposed diversion parcel is located next to an existing park and provides an additional benefit to the community. In addition, it was determined by the NJDEP that the Township's recycling facility will require a Class "C" permit which will require an additional five (5) acres of parkland to be diverted. Ultimately, rendering the proposed replacement parcel not an eligible compensation candidate for the proposed Jackson Mills Compost Facility Diversion. The Township will need to divert seven (7) acres of property and will need to provide a fourteen (14) acres replacement parcel in order to accommodate the Class "C" recycling facility.

In addition, on March 22, 2012 Dave Smith of the Green Acres Program sent an email to John Visconi, Esq. advising him the Township still needs to address issues with the Camp Joy Diversion Project that was approved by the State House Commission on December 17, 1998. The Green Acres Program conducted a site visit that identified 0.6097 acres of parkland area that contains a large retaining wall and slope stabilization for the school building that is outside of the area of diversion approved by the State House Commission in 1998. In addition, when Jackson Township proposed the replacement parcel to Green Acres as compensation, they failed to exclude the existing first aid building and parking area from the area to be encumbered with Green Acres restrictions. This area is comprised of approximately 0.07 acres. Lastly, the current width of New Prospect Road as shown on the tax map shows the width of the road being 60' wide. At the time of the Camp Joy acquisition, the Green Acres survey shows the width of New Prospect Road at 49.5' (24.75' from centerline). If the width of New Prospect Road is now 60', as shown on the tax map, the right-of-way increased 5.25' onto Camp Joy parkland as well as onto the replacement parcel. The length of the road frontage of the park and the replacement land is 522.12' which would represent a taking of 2,741.13 square feet or 0.062 acre. The Township will need to provide a 3.71 acres replacement parcel in order to rectify the Camp Joy Diversion as required by Green Acres.

ENERGY & UTILITIES • ENVIRONMENTAL • PUBLIC WORKS • REAL ESTATE DEVELOPMENT
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*Le: Mr. Joey Torres, Administrator
Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

The total combined compensation parcel needed to resolve both the Compost Facility Diversion and the Camp Joy Diversion is 17.71 acres. It is our understanding the Township would consider a portion of Block 15107, Lot 22 as a potential compensation parcel due to its size and close proximity to State Owned Green Acres Encumbered Property. Based on the above findings, the Township will need to hold a new scoping hearing and submit a new pre-application document for review by Green Acres prior to submitting the formal application documents. The following tasks are associated with submitting a new diversion application for approval by Green Acres and the State House Commission:

Scope of Work

Task 1.1: NJDEP Green Acres Scoping Hearing (Compost Facility Diversion)

Tasks involved in the public hearing process are as follows:

- Ensure that the hearing meets the requirements outlined in N.J.A.C. 7:36-26.6.
- Submit a transcript of the hearing.
- At least 30 days prior to the hearing:
 - Publish a legal notice in the Township's official newspapers
 - Post notice of the hearing on the Township's web site
 - Provide written notice of the hearing to Green Acres, the governing body, local planning board and environmental commission
 - Provide written notice of the hearing via certified mail (return receipt requested) to all persons who own land located within 200 feet of the parkland that is the subject of the proposed diversion
 - Post and maintain a sign on the Parkland that it is the subject of a proposed diversion as per N.J.A.C. 7:36-26.6
- At least 15 days prior to the hearing, publish a display ad in the Township's official newspaper that include all requirements as outlined in N.J.A.C. 7:36-26.6.
- Attendance at the hearing to ensure compliance with regulations and to outlines the application for the governing body as well as the general public.

TASK 1.1 - LUMP SUM FEE - \$981.00

Task 1.2: NJDEP Green Acres Scoping Hearing (Camp Joy Diversion)

Tasks involved in the public hearing process are as follows:

- Ensure that the hearing meets the requirements outlined in N.J.A.C. 7:36-26.6.
- Submit a transcript of the hearing.
- At least 30 days prior to the hearing:



*Le: Mr. Joey Torres, Administrator
Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

- Publish a legal notice in the Township's official newspapers
 - Post notice of the hearing on the Township's web site
 - Provide written notice of the hearing to Green Acres, the governing body, local planning board and environmental commission
 - Provide written notice of the hearing via certified mail (return receipt requested) to all persons who own land located within 200 feet of the parkland that is the subject of the proposed diversion
 - Post and maintain a sign on the Parkland that it is the subject of a proposed diversion as per N.J.A.C. 7:36-26.6
-
- At least 15 days prior to the hearing, publish a display ad in the Township's official newspaper that include all requirements as outlined in N.J.A.C. 7:36-26.6.
 - Attendance at the hearing to ensure compliance with regulations and to outlines the application for the governing body as well as the general public.

TASK 1.0 - LUMP SUM FEE - \$1,151.00

Task 2.1 NJDEP Green Acres Pre-Application Document Preparation (Compost Facility Diversion)

Tasks involved in the pre-application process are as follows:

- A detailed narrative on the how the proposed diversion meets Green Acres criteria as outlined in N.J.A.C. 7:36-26.1 including that the diversion: fulfills a compelling public need; yields a significant public benefit; and provides an exceptional recreation and/or conservation benefit.
- A detailed alternatives analysis that outlines there are no feasible, reasonable, and available alternative to the disposal or diversion or funded or unfunded parkland.
- An outline of the Township's proposed compensation for the diversion.
- Maps including location map, tax map, aerial site map, reference map
- Finalize Site Maps for the property proposed for conveyance which will include the Municipal Tax Map information and NJDEP Ariel Mapping.
- Provide a listing of any other Federal, interstate, State and local approvals or permits required for the diversion.
- Provide copies of the deed for all parcels within the diversion area.



*Le: Mr. Joey Torres, Administrator
Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

Once the pre-application requirements are complete, the Green Acres Program will review the submission in consultation with the NJDEP for the property proposed for conveyance. Upon completion of this review, the Green Acres Program will notify the Township whether the Department is interested in pursuing the proposed conveyance. If the Department is interested in pursuing the proposed conveyance, the Township will be directed to submit the information listed on the final application checklist.

TASK 2.1 - LUMP SUM FEE - \$1,539.00

Task 2.2 NJDEP Green Acres Pre-Application Document Preparation (Camp Joy Diversion)

Tasks involved in the pre-application process are as follows:

- A detailed narrative on the how the proposed diversion meets Green Acres criteria as outlined in N.J.A.C. 7:36-26.1 including that the diversion: fulfills a compelling public need; yields a significant public benefit; and provides an exceptional recreation and/or conservation benefit.
- A detailed alternatives analysis that outlines there are no feasible, reasonable, and available alternative to the disposal or diversion or funded or unfunded parkland.
- An outline of the Township's proposed compensation for the diversion.
- Maps including location map, tax map, aerial site map, reference map
- Finalize Site Maps for the property proposed for conveyance which will include the Municipal Tax Map information and NJDEP Ariel Mapping.
- Provide a listing of any other Federal, interstate, State and local approvals or permits required for the diversion.
- Provide copies of the deed for all parcels within the diversion area.

Once the pre-application requirements are complete, the Green Acres Program will review the submission in consultation with the NJDEP for the property proposed for conveyance. Upon completion of this review, the Green Acres Program will notify the Township whether the Department is interested in pursuing the proposed conveyance. If the Department is interested in pursuing the proposed conveyance, the Township will be directed to submit the information listed on the final application checklist.

TASK 2.2 - LUMP SUM FEE - \$2,984.00



*Le: Mr. Joey Torres, Administrator
Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

Task 3.1 NJDEP Green Acres Survey (Compost Facility Diversion)

As part of the Formal Application Document preparation, our office will prepare metes and bounds description for the diverted parkland and the replacement parcel. This will include the following activities:

- We will prepare a Survey map to Green Acres specifications for the property in question reflecting existing conditions and set the property corners as per Green Acres requirements.

Survey scope

1. We will review a title report for the site, which shall be provided by the client. Pertinent easements and additional boundary evidence as depicted in this report will be shown on the survey drawing. We will provide additional research through the County Hall of Records to obtain adjoining deeds, filed maps, etc. which will be used in our analysis of the property to be surveyed. Additionally, we will contact appropriate State, County, and Municipal representatives to obtain any pertinent Right-of-Way information which may assist us in our analysis.
2. We will establish Ground Control surveys in the New Jersey State Plane Coordinate System NAD83 datum.
3. We will establish a field traverse across the property in question, which will be utilized to locate existing property corner evidence and additional site features.
4. We will download the above data into our computer system and analyze the relationship of the field data to the record information.
5. We will review various record information such as FEMA maps, as well as NJDEP tideland maps if appropriate. If the site is affected by either of these documents, this information will be noted on our final survey.
6. Upon completion of our field work and analysis, we will prepare a boundary survey plan at a scale of 1"=30'. This map will include the following:
 - * internal parcels/tract lines;
 - * utility easement and rights-of-way within and adjacent to the site;
 - * owners of record;
 - * existing surface features such as roads, buildings, fences, tracks, etc. will be shown on the survey;
 - * acreage of the site;
 - * names of adjoining property owners and tax map lot and block numbers;
 - * key Map; and
 - * right-of-way lines and widths.
7. We will prepare a certified written metes and bounds description for the parcel and reservation areas as described in the Scope of Work. The metes and bounds description and plats will be certified to the parties to be indicated by the County and in accordance with your prescribed requirements.



*Le: Mr. Joey Torres, Administrator
Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

8. Concrete monument property corner markers will be set at accessible corners where no markers currently exist and will be of the size and material as defined in the specifications.

OUTBOUND SURVEY GREEN ACRES STANDARDS

We will supplement the information as described by the Outbound Survey item above with the inclusion of the additional deliverables as required by the Green Acres program.

The following information is required on the plat based on Green Acres requirements:

- legend of acquisition;
- area summary; and
- Green Acres certification.

The following deliverables would be included:

- fifteen (15) signed, sealed and dated paper copies of the survey plat;
- fifteen (15) signed, sealed copies of the metes and bounds description of property with photo reduced copies of the survey attached;
- a CD containing (a) survey lines in .DXF Format, (b) entire AutoCAD file, (c) legal description. The CD must be labeled with the appropriate information as required by Green Acres; and
- original Surveyor's Certification form.

TASK 3.1 - LUMP SUM FEE - \$22,700.00

Task 3.2 NJDEP Green Acres Survey (Camp Joy Diversion)

As part of the Formal Application Document preparation, our office will prepare metes and bounds description for the diverted parkland and the replacement parcel. This will include the following activities:

- We will prepare a Survey map to Green Acres specifications for the property in question reflecting existing conditions and set the property corners as per Green Acres requirements.

Survey scope

1. We will review a title report for the site, which shall be provided by the client. Pertinent easements and additional boundary evidence as depicted in this report will be shown on the survey drawing. We will provide additional research through the County Hall of Records to obtain adjoining deeds, filed maps, etc. which will be used in our analysis of the property to be surveyed. Additionally, we will contact appropriate State, County, and Municipal representatives to obtain any pertinent Right-of-Way information which may assist us in our analysis.
2. We will establish Ground Control surveys in the New Jersey State Plane Coordinate System NAD83 datum.



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Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

3. We will establish a field traverse across the property in question, which will be utilized to locate existing property corner evidence and additional site features.
4. We will download the above data into our computer system and analyze the relationship of the field data to the record information.
5. We will review various record information such as FEMA maps, as well as NJDEP tideland maps if appropriate. If the site is affected by either of these documents, this information will be noted on our final survey.
6. Upon completion of our field work and analysis, we will prepare a boundary survey plan at a scale of 1"=30'. This map will include the following:
 - internal parcels/tract lines;
 - utility easement and rights-of-way within and adjacent to the site;
 - owners of record;
 - existing surface features such as roads, buildings, fences, tracks, etc. will be shown on the survey;
 - acreage of the site;
 - names of adjoining property owners and tax map lot and block numbers;
 - key Map; and
 - right-of-way lines and widths.
7. We will prepare a certified written metes and bounds description for the parcel and reservation areas as described in the Scope of Work. The metes and bounds description and plats will be certified to the parties to be indicated by the County and in accordance with your prescribed requirements.
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Re: Compost Facility and Camp Joy Diversions

- a CD containing (a) survey lines in .DXF Format, (b) entire AutoCAD file, (c) legal description. The CD must be labeled with the appropriate information as required by Green Acres; and
- original Surveyor's Certification form.

TASK 3.2 - LUMP SUM FEE - \$28,000.00

Task 4.1 NJDEP Green Acres Preliminary Environmental Assessment (PA) (Compost Facility Diversion)

T&M will perform the required Preliminary Assessment (PA) and prepare a Preliminary Assessment Report, consistent with provisions of the New Jersey Technical Requirements for Site Remediation, specifically N.J.A.C. 7:26E-3.1 through 3.2, and the Green Acres Program Preliminary Assessment Checklist, revised 10/1/2010.

As a part of our scope of services, we will obtain historical mapping and an updated detailed record search from Environmental Data Resources (EDR), as well as request all available information pertaining to the site from local, County and State Government Agencies.

Preparation of the report will involve researching the site history, reviewing historical aerial photographs, interview individuals knowledgeable about the property history, and performance of a site inspection.

The report will include:

- Color photographs of the site and potential areas of concern;
- Historical aerial photographs;
- Review of fire insurance maps for the site, if available;
- A review of title for the property using available tax assessor records;
- Discussion of the history of the site and surrounding land use;
- A listing of individuals and organizations contacted in the preparation of the report;
- A summary of our contacts with regulatory officials;
- Description of potential contamination in site structures, as appropriate;
- Discussion of potential soil and groundwater contamination at the site;
- A recent aerial photograph showing any Areas of Concern (AOC); and
- Conclusions.

Upon completing the report, T&M will summarize potential and/or known environmental issues at the site. If our findings indicate the potential for site contamination, further testing may be required, under separate proposal and authorization.

Information to Be Provided By Client

- Written authorization to enter / access the subject property



*Le: Mr. Joey Torres, Administrator
Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

Exclusions

The scope of services under this task specifically excludes:

- Wetlands delineation, field location, mapping, or permitting;
- Any investigations or environmental sampling of the soils or groundwater; and
- Lead-based paint or asbestos sampling or testing associated with the structure(s).

TASK 4.1 - LUMP SUM FEE - \$2,500.00

Task 4.2 NJDEP Green Acres Preliminary Environmental Assessment (PA) (Camp Joy Diversion)

T&M will perform the required Preliminary Assessment (PA) and prepare a Preliminary Assessment Report, consistent with provisions of the New Jersey Technical Requirements for Site Remediation, specifically N.J.A.C. 7:26E-3.1 through 3.2, and the Green Acres Program Preliminary Assessment Checklist, revised 10/1/2010.

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- Color photographs of the site and potential areas of concern;
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Upon completing the report, T&M will summarize potential and/or known environmental issues at the site. If our findings indicate the potential for site contamination, further testing may be required, under separate proposal and authorization.

Information to Be Provided By Client

- Written authorization to enter / access the subject property



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Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

Exclusions

The scope of services under this task specifically excludes:

- Wetlands delineation, field location, mapping, or permitting;
- Any investigations or environmental sampling of the soils or groundwater; and
- Lead-based paint or asbestos sampling or testing associated with the structure(s).

TASK 4.2 - LUMP SUM FEE - \$2,500.00

Task 5.1 - NJDEP Green Acres Public Hearing

Tasks involved in the public hearing process are as follows:

- Schedule the hearing at least 90 days before the date of the State House Commission meeting.
- Draft a press release prior to the hearing.
- Ensure that the hearing meets the requirements outlined in N.J.A.C. 7:36-26.6.
- Submit a transcript of the hearing.
- At least 30 days prior to the hearing:
 - Publish a legal notice in the Township's official newspapers
 - Post notice of the hearing on the Township's web site
 - Provide written notice of the hearing to Green Acres, the governing body, local planning board and environmental commission
 - Provide written notice of the hearing via certified mail (return receipt requested) to all persons who own land located within 200 feet of the parkland that is the subject of the proposed diversion
 - Post and maintain a sign on the Parkland that it is the subject of a proposed diversion as per N.J.A.C. 7:36-26.6
- At least 15 days prior to the hearing, publish a display ad in the Township's official newspaper that include all requirements as outlined in N.J.A.C. 7:36-26.6.
- Attendance at the hearing to ensure compliance with regulations and to outlines the application for the governing body as well as the general public.

TASK 5.1 - LUMP SUM FEE - \$1,151.00



*Le: Mr. Joey Torres, Administrator
Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

Task 5.2 - NJDEP Green Acres Public Hearing

Tasks involved in the public hearing process are as follows:

- Schedule the hearing at least 90 days before the date of the State House Commission meeting.
- Draft a press release prior to the hearing.
- Ensure that the hearing meets the requirements outlined in N.J.A.C. 7:36-26.6.
- Submit a transcript of the hearing.
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 - Publish a legal notice in the Township's official newspapers
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 - Provide written notice of the hearing to Green Acres, the governing body, local planning board and environmental commission
 - Provide written notice of the hearing via certified mail (return receipt requested) to all persons who own land located within 200 feet of the parkland that is the subject of the proposed diversion
 - Post and maintain a sign on the Parkland that it is the subject of a proposed diversion as per N.J.A.C. 7:36-26.6
- At least 15 days prior to the hearing, publish a display ad in the Township's official newspaper that include all requirements as outlined in N.J.A.C. 7:36-26.6.
- Attendance at the hearing to ensure compliance with regulations and to outlines the application for the governing body as well as the general public.

TASK 5.2 - LUMP SUM FEE - \$1,151.00

Task 6.1 - NJDEP Green Acres Formal Application Preparation and Submission

If Green Acres approves the diversion proposal request, we will prepare a formal application package for submittal to the State House Commission that will include the following information at least ninety (90) days prior to the State House Commissions meetings scheduled quarterly in 2012:

- A land survey plan for the parcel of parkland to be diverted. The survey plan must show acreage, tax map references, easements, encroachments, wetlands and other pertinent natural features;
- Preliminary Assessment report for replacement parcel.
- Prepare and submit the Public Hearing Notice fifteen (15) and thirty (30) days prior to the required Public Hearing. Upon completion of the public hearing T&M Associates will prepare and submit the public hearing minutes.



*Le: Mr. Joey Torres, Administrator
Township of Jackson*

Re: Compost Facility and Camp Joy Diversions

- Prepare and coordinate the execution of the required governing body resolution reaffirming the Township's diversion request.
- Prepare and finalize the required project reference map for the proposed diversion and replacement parcels.
- Prepare and coordinate the Legal Opinion by counsel per N.J.A.C. 7:36-21.4(a)12.
- Review and coordinate the submittal of the title search for the replacement parcel per N.J.A.C. 7:36-21.4(a)2. (Prepared by Others)
- Review and coordinate the submittal of the Appraisal(s) of proposed diversion and replacement parcels per N.J.A.C. 7:36-21.4(a) 1. (Prepared by Others)
- Attend State House Commission meeting to answer questions about the diversion and outline the compensation package prepared by the Township.

TASK 6.1 - LUMP SUM FEE - \$2,667.00

Task 6.2 - NJDEP Green Acres Formal Application Preparation and Submission

If Green Acres approves the diversion proposal request, we will prepare a formal application package for submittal to the State House Commission that will include the following information at least ninety (90) days prior to the State House Commissions meetings scheduled quarterly in 2012:

- A land survey plan for the parcel of parkland to be diverted. The survey plan must show acreage, tax map references, easements, encroachments, wetlands and other pertinent natural features;
- Preliminary Assessment report for replacement parcel.
- Prepare and submit the Public Hearing Notice fifteen (15) and thirty (30) days prior to the required Public Hearing. Upon completion of the public hearing T&M Associates will prepare and submit the public hearing minutes.
- Prepare and coordinate the execution of the required governing body resolution reaffirming the Township's diversion request.
- Prepare and finalize the required project reference map for the proposed diversion and replacement parcels.
- Prepare and coordinate the Legal Opinion by counsel per N.J.A.C. 7:36-21.4(a)12.
- Review and coordinate the submittal of the title search for the replacement parcel per N.J.A.C. 7:36-21.4(a)2. (Prepared by Others)



Le: Mr. Joey Torres, Administrator
Township of Jackson

Re: Compost Facility and Camp Joy Diversions

- Review and coordinate the submittal of the Appraisal(s) of proposed diversion and replacement parcels per N.J.A.C. 7:36-21.4(a) 1. (Prepared by Others)
- Attend State House Commission meeting to answer questions about the diversion and outline the compensation package prepared by the Township.

TASK 6.2 - LUMP SUM FEE - \$3,772.00

Compost Facility Diversion Summary of Charges

| | |
|--|--------------------|
| Task 1.1 - NJDEP Green Acres Scoping Hearing | \$ 981.00 |
| Task 2.1 - NJDEP Green Acres Pre-Application Document | \$ 1,539.00 |
| Task 3.1 - NJDEP Green Acres Survey for Diversion Parcel | \$22,700.00 |
| Task 4.1 - NJDEP Green Acres PA for Replacement Parcel | \$ 2,500.00 |
| Task 5.1 - NJDEP Green Acres Public Hearing | \$ 1,151.00 |
| Task 6.1 - NJDEP Green Acres Formal Application | <u>\$ 2,667.00</u> |

Subtotal Lump Sum Fee \$31,538.00

Camp Joy Diversion Summary of Charges

| | |
|--|--------------------|
| Task 1.1 - NJDEP Green Acres Scoping Hearing | \$ 1,151.00 |
| Task 2.1 - NJDEP Green Acres Pre-Application Document | \$ 2,984.00 |
| Task 3.1 - NJDEP Green Acres Survey for Diversion Parcel | \$28,000.00 |
| Task 4.1 - NJDEP Green Acres PA for Replacement Parcel | \$ 2,500.00 |
| Task 5.1 - NJDEP Green Acres Public Hearing | \$ 1,151.00 |
| Task 6.1 - NJDEP Green Acres Formal Application | <u>\$ 3,772.00</u> |

Subtotal Lump Sum Fee \$39,558.00

TOTAL LUMP SUM FEE - \$71,096.00

The above referenced scope of work is for the proposed diversion of approximately 7 acres of Green Acres Encumbered property located along Jackson Mill Road at Block 147.02, P/O Lot 2 for the continued operation of the Jackson Mill Road Compost Facility and for the diversion of 0.61 acres of land located along New Prospect Road at Block 5806, P/O Lots 2 & 4 in order to rectify the Camp Joy Diversion that was approved by the State House Commission on December 17, 1998. An additional scope of work will be provided for the replacement parcel outbound survey once the Township determines the final location and area for the proposed compensation parcel.



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*Le: Mr. Joey Torres, Administrator
Township of Jackson*


Re: Compost Facility and Camp Joy Diversions

I trust the above is in order and is satisfactory for your review. Please do not hesitate to contact me should you have any questions.

Very truly yours,

T&M ASSOCIATES

FOR: CHARLES J. ROONEY, PE, PP, CME
JACKSON TOWNSHIP ENGINEER

BY: 
ALBERT D. YODAKIS, PE, PP, CME
ASSISTANT DIVISION MANAGER

cc: Lori M. Thompson, Grants Program Manager