



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Member from the New Jersey Department of Education



STATE OF NEW JERSEY

SCHOOLS DEVELOPMENT AUTHORITY

New Jersey Department of Education and New Jersey Schools Development Authority Joint Broadcast

Date: November 19, 2021

To: Chief School Administrators

Route To: School Business Administrators
School Facility Managers

From: Kevin Dehmer, Assistant Commissioner
Division of Finance and Business Services
New Jersey Department of Education

Andrew Yosha, Vice President
Strategic Planning and Program Operations
New Jersey Schools Development Authority

NJSDA and NJDOE Announce \$75 Million for Emergent and Capital Maintenance Needs

The New Jersey State FY2022 budget includes a direct appropriation of \$75 million to the New Jersey Schools Development Authority (SDA) to provide funding for projects related to emergent and capital maintenance needs. This funding is available to SDA Districts and Regular Operating Districts to address emergent projects as well as capital maintenance projects, especially for facilities costs to address COVID-19 concerns.

The funding is available to offset district costs associated with taking those important measures and ensuring students have safe and healthy learning environments. Districts can use these funds to offset appropriate project costs incurred this fiscal year.

Two documents are linked below:

1. A New Jersey Department of Education (NJDOE) chart identifying the [funding available](#) to your district for appropriate project costs;
2. A [Certification](#) to be signed by the District Superintendent or Business Administrator stating that the funds provided will be used by the district for an appropriate purpose, which includes a project listing form (Attachment A) for the District to identify project(s) for which the funds would be appropriately utilized.

We also want to provide you with the following Accounting Guidance from the NJDOE related to the utilization of the funds:

Funds for "SDA Emergent Needs and Capital Maintenance in School Districts" will be recorded in the Special Revenue Fund in new account number 20-3257, which will be included on new revenue line number 763. Expenses related to this funding will be recorded in Special Revenue Fund in new program code 492, in function and object codes applicable to the approved project, account numbers 20-492-xxx-xxx, new line number 88136. As with any recordation of fund utilization, the records maintained by the district are subject to audit. If you need any assistance accounting for these funds, please contact budget@doe.nj.gov.

Upon submission to the SDA of a duly-executed Certification, the NJSDA and NJDOE will review the project(s) identified by the district on Attachment A to confirm that the scope represents an eligible emergent project and/or a capital maintenance project. After such confirmation, the NJSDA will provide the identified funds to the district through electronic transfer.

Please provide the Certification including Attachment A and Wire Transfer Account Information to NJSDA at: FY22Grant@njsda.gov.

Questions regarding this process should be directed to NJSDA at FY22Grant@njsda.gov.

c: Members, State Board of Education
Angelica Allen-McMillan, Ed.D., Acting Commissioner of Education
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group
Manuel DaSilva, CEO, NJSDA

**Certification of School District Superintendent or Business Administrator
in Support of Receipt of FY2022 Funding for Return of Students**

Full Name: Yolanda Koon

Title: School Business Administrator \ Board Secretary

School District: Twp of Union BOE (Union County) 5290

I, Yolanda Koon, certify:

1. I am the School Business Administrator \ Board Secretary for the Twp of Union BOE (Union County) 5290 School District (“District”).
2. I am authorized to make this Certification on behalf of the District.
3. I make this certification in furtherance of the requirements for the District’s receipt of its allocated portion of \$75 million in funding included in the New Jersey Fiscal Year 2022 budget, to be distributed by the New Jersey Schools Development Authority (SDA) and the Department of Education (DOE) to school districts for emergent projects and capital maintenance projects associated with students’ return to in-person education (the “Designated Funding”).
4. I certify that the District will utilize its allocated portion of the Designated Funding to pay for expenses already incurred or to be incurred in Fiscal Year 2022 for emergent projects (as defined in N.J.A.C. 6A:26-3.14) and capital maintenance projects (as defined in N.J.S.A. 18A:7G-3) necessary to facilitate students’ return to in-person education.
5. I certify that Designated Funding will not be applied to purchases, expenditures or scopes of work that are or will be funded or reimbursed through other resources, including other state or federal funding or reimbursement programs.
6. I certify that the Designated Funding will be utilized in connection with the emergent projects or capital maintenance projects identified in Attachment A, specifying the relevant school facility and scope of work.
7. I certify that the District will comply with the provisions of the Public School Contracts Law, *N.J.S.A.* 18A:18A-1.1 et seq., in making its purchases and contracting for work or services to be paid for with the Designated Funding.
8. I certify that the District shall create, receive and maintain such accounts and records as are necessary to document all expenditures to be paid for with the Designated Funding, including records of the nature, scope and cost of the goods or services purchased or contracted for, the identity of the provider or supplier, documentation of the complete

performance of the contract or purchase order, as well the methodology for procuring the purchases or contracts. The District shall retain such records for a period of five (5) years after complete performance of such contracts or purchase orders, and any additional period required for the resolution of any litigation, claims or audit findings relating to such contracts.

9. The District acknowledges that the SDA, the DOE, the Office of the State Comptroller, or the New Jersey State Police or their designated agents shall have the right to inspect, examine, audit and investigate the work, services, goods or equipment paid for with the Designated Funding, as well as the documentation and records relating to the expenditures funded by the Designated Funding.
10. The District shall require that each party contracting with the District to supply goods or services to be paid for with the Designated Funding shall create, receive and maintain such records and accounts as are necessary to document the nature, scope, and cost of the goods or services, as well as documentation of the procurement and complete performance of such contracts for the provision of goods or services, and shall retain such records for a period of five (5) years after complete performance of the contract, and any additional period required for the resolution of any litigation, claims or audit findings relating to such contract.
11. The District shall include in all contracts for the supply of goods or performance of work or services to be paid for with the Designated Funding a provision indicating that the SDA, the DOE, the Office of the State Comptroller, or the New Jersey State Police or their designated agents shall have the right to inspect, examine, audit and investigate the work, services, goods or equipment paid for with the Designated Funding, as well as the documentation and records relating to the expenditures funded by the Designated Funding.

The foregoing statements are true to the best of my knowledge, information and belief. I make these statements intending and with the knowledge that they will be relied upon by the SDA and DOE. I am aware that if any of my statements are willfully false, I am subject to punishment.

Signature: 

Date (mm/dd/yy): 12/01/21

Print or Type Full Name: Yolanda Koon

Print or Type Title: School Business Administrator \ Board Secretary

Attachment A

**To Certification of School District Superintendent or Business Administrator
in Support of Receipt of FY2022 Funding for Return of Students**

Name of School Facility	Description of Scope of Work
Union High School	a) Kitchen HVAC replacement b) Classroom unit ventilator replacement and/ or split system replacement, depending on final cost and what grant will support.

County	District ID	District Name	SDA District Grant Allocation	Regular Operating District Grant Allocation
Union	4290	Rahway City	\$0	\$90,910
Union	4540	Roselle Boro	\$0	\$70,523
Union	4550	Roselle Park Boro	\$0	\$48,355
Union	4670	Scotch Plains-Fanwood Reg	\$0	\$132,353
Union	5000	Springfield Twp	\$0	\$51,274
Union	5090	Summit City	\$0	\$98,859
Union	5245	Union Co Ed Serv Comm	\$0	\$8,564
Union	5260	Union County Vocational	\$0	\$60,698
Union	5290	Union Twp	\$0	\$166,963
Union	5730	Westfield Town	\$0	\$151,144
Union	5810	Winfield Twp	\$0	\$2,654
Warren	0030	Allamuchy Twp	\$0	\$9,853
Warren	0070	Alpha Boro	\$0	\$4,804
Warren	0280	Belvidere Town	\$0	\$17,315
Warren	0400	Blairstown Twp	\$0	\$10,000
Warren	1620	Franklin Twp	\$0	\$4,151
Warren	1670	Frelinghuysen Twp	\$0	\$3,244
Warren	1785	Great Meadows Regional	\$0	\$14,698
Warren	1840	Greenwich Twp	\$0	\$15,032
Warren	1870	Hackettstown	\$0	\$47,105
Warren	2040	Harmony Twp	\$0	\$5,140
Warren	2250	Hope Twp	\$0	\$2,948
Warren	2470	Knowlton Twp	\$0	\$3,627
Warren	2790	Lopatcong Twp	\$0	\$16,507
Warren	2970	Mansfield Twp	\$0	\$13,451
Warren	3675	North Warren Regional	\$0	\$21,216
Warren	3890	Oxford Twp	\$0	\$6,306
Warren	4100	Phillipsburg Town	\$694,093	\$0
Warren	4200	Pohatcong Twp	\$0	\$6,916