

**Transitional Aid Application for Calendar Year 2025
and Fiscal Year 2026**
Division of Local Government Services
Department of Community Affairs

General Instructions: This application must be submitted in its entirety by March 7, 2025, for CY2025 applicants and September 29, 2025, for FY2026 applicants for funding consideration under this program. Information contained in the application is subject to independent verification by the Division of Local Government Services (DLGS). Refer to Local Finance Notice 2025-03 when preparing this application for specific instructions and definitions and review the Submission Checklist on page 19 of this application and listed on page 7 of the Local Finance Notice.

Name of Municipality:	City of Camden			County:	Camden
Contact Person:	Tim Cunningham			Title:	Administrator
Phone:	(856) 757-7150	Fax:		E-mail:	ticunnin@camdennj.gov

I. Aid History

List the amount of Transitional Aid received for the last three years, if any:

FY2025 / CY2024	FY2024 / CY2023	FY2023 / CY2022
\$ 18,955,000	\$ 18,955,000	\$ 18,955,000

II. Aid Request for Application Year: (All municipalities currently operating under a Transitional Aid Memorandum of Understanding (MOU) are advised that a decrease from prior year funding of 15% should be anticipated.)

Amount of aid requested for the Application Year:	\$ 45,000,000
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If not seeking a decrease, a letter from the Mayor is required. See Local Finance Notice 2025-03.

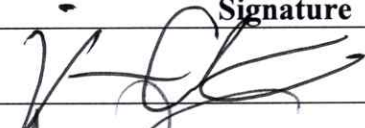
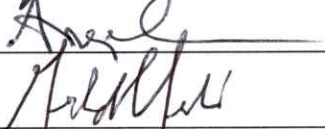


III. Submission Requirements

The following items must be submitted with or prior to the submission of this application. Indicate the date of submission of each.

Item	Date Submitted to DLGS
2025 Annual Financial Statement	2/12/2025
2023 Annual Audit	10/16/2024
2023 Corrective Action Plan	10/16/2024
Application Year Introduced Budget	2/25/25
Budget Documentation Submitted to Governing Body	3/4/25

IV. A. Application Certification

The undersigned herewith certify that they have reviewed this application and, individually, believe the contents to be true and accurately portray the circumstances regarding the municipality's fiscal practices and need for financial assistance. By submitting the application, the municipality acknowledges that the law provides that the decision of the Director regarding an aid award is final and not subject to appeal.

Official	Signature	Date
Mayor/Chief Executive Officer		3/4/25
Governing Body Presiding Officer		3/6/25
Chief Financial Officer		3/6/25
Chief Administrative Officer		3/4/25

IV. B. Transitional Aid Recipients Applying in CY2025 / FY2026

Municipalities operating under a (MOU must certify that they are in substantial compliance with all conditions and requirements of the MOU.

Official	Signature	Date
Mayor/Chief Executive Officer		3/4/25
Governing Body Presiding Officer		3/6/25
Chief Financial Officer		3/6/25
Chief Administrative Officer		3/4/25

V. A. Explanation of Need for Transitional Aid

Explain the circumstances that warrant Transitional Aid in narrative form. Include factors that result in a constrained ability to raise sufficient revenues to meet budgetary requirements, and if such revenues were raised, how would it jeopardize the fiscal integrity of the municipality?

As we are all very much aware, the City of Camden has been fiscally distressed for many years. We now have a better understanding of the challenges we will face and can plan feasible solutions, because we review 5-year budget trends and project budgets 5-years into the future.

Requesting an increase in Transitional Aid to \$45,000,000 allows for a balanced 2025 budget. Success in 2025 will set forth a direction toward long-term stability of the city. For 2025 we face a \$45 million deficit and then a \$5 million deficit for each year 2026 through 2030.

It should be noted that this deficit existed in the 2022 budget but was pushed forward by using \$24 million from a \$47 million Trust Fund Reserve to subsidize the Health Benefit Appropriation. In closing the 2024 budget, the Trust Fund Reserve is now fully exhausted. While not clearly obvious during the years where the Trust Reserve was subsidizing Health Benefits Appropriations, the City has been successful in containing the cost of Health Benefits. Those efforts include migrating away from the State Health Benefits Plan (SHBP) into less costly alternatives, originally into a fully insured premium based plan and then into a "self-insured" Health Insurance Fund (HIF) made up of a group of municipalities. When looking back at the 2021 Health Benefits Appropriation of \$26,500,000 compared with \$25,820,000 appropriated in the proposed 2025 budget, it is clear that our efforts were effective. We not only contained increases over this period (2021 – 2025), we realized a \$680,000 reduction of annual Health Benefit costs.

The City, on paper, does have a large Surplus balance that could provide relief while transitioning into a long-term financial plan. However, it must be noted that roughly \$45 million of that balance was created by adjusting the Metro Police Contract to a Calendar Year Budget and must be available to make payments to the County in January and April of each year. The remainder of the increase in Surplus was created by liquidating over \$30 million of interfund receivables. Neither of these are available as recurring items of revenue. They cannot be replaced.

Utilizing Surplus as Revenue in any amount in excess of what can be anticipated as actual operations can only be considered as a short-term solution, and one representative of a Camden before it fully partnered with the State in an embrace of fiscal discipline and responsibility. The 2025 budget proposes the use of \$22.2 million from Surplus Funds. We can reasonably expect to replace \$14 million from 2025 operations. Thus, we project a decline of \$8.2 million in Surplus available for 2026. This can be sustained for a very limited number of years. Our 5-year projections anticipate reducing Surplus by \$35.8 million by 2030. Alternative solutions are required.

To sum up the financial position, the City has a \$45,000,000 structural deficit, 19.25% of the \$234 million operating budget. Reducing the amount of TA in the 2025 budget would have a devastating long-term impact.

The City operates a Water and Sewer Utility. Water and sewer rates were significantly increased in the fourth quarter 2023. 2025 and thereafter rates will increase in anticipation of State/Federal mandates and projected cost of living (3% - 6%). The City will work closely with the contract operator to enhance collection efforts and control operating costs. This essential asset must be sustained as a self-supported operation.

New Environmental Regulations from the State and Federal governments over water quality have not been friendly to the City's fiscal health. A reduction in the allowed parts per million of PFAS has forced the closure of one Water Treatment Plant creating an additional \$3 million a year cost to purchase water. \$55 million will be needed in order to fund the capital improvements to bring the Water Treatment Plan back on-line in accordance with the stricter standards. This will then end the need for external water purchases.

Lead Service Line replacements required and unfunded by State Statute will cost the City well over \$100 million. On a smaller scale comparatively, but significant undisputedly, there are roughly \$40 million in other deferred and unfunded Water and Sewer capital needs.

NJ DEP is mandating a series of storm water improvements that will cost more than \$125 million.

It is important to note that the City has procured a grant writer to secure State and Federal funds as a possible funding solution for a portion of these needs.

There are solutions being discussed that will continue to improve City finances, including planned, and well-advertised, building expansions that will bring significant tax dollars into the City. If the City is supported in its plan to cover the gap between the 2025 City Budget and when tax revenue from the development begins to materialize the City will be in strong fiscal shape. To help the City bridge that gap, we ask to increase Transitional Aid for at least the next 5 budget years.

V. B. Demonstration of Revenue Loss/Substantial Cost Increase

Show: (1) specific, extraordinary revenue losses, but not as the aggregate of many revenues line items; and (2) specific, extraordinary increases in appropriations, but not as the aggregate of many appropriation line items. Describe the item in the cell below each entry. If applicable, indicate in the description of the

Application Year: CY2025 / FY2026	Municipality:	County:
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extraordinary expenditure increase if the increase resulted from a policy decision made by the municipality (i.e., a back-loaded debt service schedule, deferred payment, costs associated with additional hires, etc.).

Revenue or Appropriation	2024 Value	2025 Value	Amount of Loss/Increase
Health Insurance	\$ 14,575,000	\$25,820,000	\$11,245,000
Description:	Appropriation- The net increase in the Health insurance appropriation is \$11,245,000. This due the use of Trust Funds Reserves which dropped to \$11,200,000 in 2024 and \$265,000 in 2025 officially utilizing the entire trust fund reserves.		
County Metro Police SSA	\$85,536,149	\$91,463,964	\$5,927,815
Description:	The share service agreement The Count Metro Police has been negotiated with a 7% increase. The City had little to know influence during these negotiations. The current stated amount is net of \$1,350,000 in anticipated interest earnings as \$2,5000,000 in Trust fund reserve. This contract increase is a costly impact on the current deficit.		
Description:			
Description:			
Description:			
Description:			
Description:			

V. C. Actions to Reduce Future Need for Aid

Detail the steps the municipality is taking to reduce the need for future aid. Include details about shared services and consolidation, long-term cost-cutting and enhanced revenue plans, the impact of new development, the potential for grants to offset costs, and estimated short and long-term annual savings.

These steps should demonstrate initiatives taken to bring structural balance to the municipality's finances and shall include, but are not limited to, the following:

Use additional pages if necessary.

- Efforts to bring economic development to the municipality; and
- A plan to constrain or reduce staffing costs through collective negotiation, attrition, consolidation, restructuring, or other personnel actions; and
- A plan to eliminate, reduce, or constrain the costs of non-essential services and activities; and
- A plan to maximize recurring revenues, including, as appropriate, updating fees, fines, and penalties; maximizing enforcement of delinquencies; and selling surplus land and property; and
- A plan to address findings contained in various audits, investigations, and reports with respect to the municipality, including municipal audits, applicable State Comptroller and State Auditor reports and audits, federal program audits, and other audits as identified by the Director.

Economic Development – As discussed with the Division, the City acknowledges that significant economic development is required to reduce its reliance on Transitional Aid. A robust ratable base is the only realistic solution but it will take time to develop. The City is working with the Governor's Office, EDA and other State agencies to that end. Recently the Governor signed amendments to the Aspire legislation that designate Camden as a "government restricted municipality" which will increase the available credit amount for project. The City is working with DOT/NJTransit on a \$250 million renovation of the Walter Rand Transportation Center and development of the long-awaited Glassboro-Camden Light Rail Project. The EDA will be issuing a RFI for the redevelopment of the former prison site along the City's waterfront and DEP is assisting the City in acquiring several adjacent acres that were formally part of the Weeks Marine site. In addition healthcare entities in the City (Cooper and Virtual) have proposed \$3.5 billion in expansion projects.

Given the challenges presented by the projected 2025 and 2026 budgets, all programs, and assigned staff, will be examined as we move forward in 2024. Efforts will always continue with the goal of maximizing every dollar of revenue.

Revenue Enhancement includes a more aggressive approach at actively reviewing PILOT receipts against their contracts and audits. Fees will be reviewed as to appropriate amounts.

Tax Collections is an area of success. By aggressively foreclosing upon City-held Liens, properties are made available for development and taxes are made current. The Tax Collection percentage has increased in each of the last three years resulting from this.

V. D. Discussion of Health Benefits

Skip this section if using SHBP. If not using SHBP, explain why the municipality's current health benefits plan is cheaper or what other reasons exist to reject this alternative. Additionally, list all brokers (primary broker or risk manager, all co-brokers, and sub-brokers) together with their compensation for the current and prior two fiscal years. Compensation must be disclosed in this section, whether provided directly by the municipality or as a commission from the insurance provider. It is the municipality's right and obligation to determine whether the broker is compensated with a commission. If commissions are being earned, provide both how the commission is calculated (percentage of premium or self-insurance) and the actual dollar value of the commission paid each year.

The City was able to hold the gross annual Health Insurance Cost at essentially the same amount in 2023 as was paid in 2022. This was possible by use of a competitive process to procure Health Insurance. The City was able to avoid a 20% increase by leaving the State Health Benefits Plan effective 1/1/2023.

Aggressive pursuit of cost control continued into the 2024 budget. While the City did experience a 24% increase in 2024, premiums still remain significantly less than they would had the City stayed in the State Health Benefits Plan.

The Health Insurance Broker of Record is Conner Strong and Buckelew. Their cost for services is \$100,000 for 2022 which was waived by the broker and \$100,000 for 2023 which is included in the City Appropriation (cost) for Health Insurance. Cost to provide service was determined by a competitive Request for Proposals (RFP). There were no costs for these services in prior years because the City was in the State Health Benefits Plan. Broker costs are far outweighed by savings they secure for the City, especially compared to the cost of remaining in the State Health Benefits Plan.

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VI. Historical Fiscal Statistics

Item	2023	2024	Introduced Application Year
A. Property Tax/Budget Information			
Municipal tax rate	\$1.710	\$ 1.768	\$1.825
Municipal Purposes tax levy	\$29,663,495	\$ 30,553,400	\$31,470,002
Municipal Open Space tax levy	\$	\$	\$
Total general appropriations	\$195,897,277	\$ 209,128,033	\$230,914,654

B. Cash Status Information			
% Of current taxes collected	90.05%	90.08%	%
% Used in the computation of reserve	90.00%	90.00%	90%
Reserve for uncollected taxes	\$ 6,116,855	\$ 6,277,307	\$6,493,112.97
Total year-end cash surplus	\$ 90,809,582.14	\$54,138,706.85	
Total non-cash surplus	\$94,430,322.80	\$101,396,029.56	
Year-end deferred charges	\$1,400,130.59	\$933,420.39	

C. Assessment Data			
Assessed value (as of January 10)	\$1,734,341,564	\$1,728,378,512	\$1,709,857,800
Average residential assessment	\$ 58,565	\$58,500	\$58,771
Number of tax appeals granted			
Amount budgeted for tax appeals	\$ None	\$ None	\$ None
Refunding bonds for tax appeals	\$ None	\$ None	\$ None

D. Staffing Levels			
Total Number of Sworn Police -			
Total S&W Expenditures	\$	\$	\$
Class 2 and Class 3 Officers			
Total S&W Expenditures			
Uniformed Fire – Staff Number	188	202	202
Total S&W Expenditures	\$ 24,868,400	\$25,404,100	\$25,192,600
Number of Other Full-time Employees	268	321	328
Total S&W Expenditures	\$ 19,755,799	\$21,705,200	\$22,245,900
Number of Other Part-time Employees			
Total S&W Expenditures			

E. Impact of Proposed Tax Levy

			Amount
Current Year Taxable Value			1,724,043,350
Introduced Tax Levy			31,470,002
Proposed Municipal Tax Rate	1.825	Average res. value	58,770.97
Current Year Taxes on average residential value			1072.57
Prior Year Taxes on average residential value			1039.07
Proposed increase in average residential taxes			33.50

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VII. Application Year Budget Information

A. Year of latest revaluation/reassessment

1. Most current equalized ratio

2011
65.65

B. Proposed Budget – Appropriation Cap Information Item

1. Was an appropriation cap index rate ordinance adopted last year?

If YES: % that was used

2. Amount of appropriation cap bank available going into this year

3. Is the Application Year budget at (appropriation) cap?

If NO, amount of remaining balance

4. Does the Application Year anticipate the use of a waiver to exceed the appropriation cap?

If YES, the amount:

	Yes	No
1. Was an appropriation cap index rate ordinance adopted last year?	X	
If YES: % that was used	3.5%	
2. Amount of appropriation cap bank available going into this year	\$	
3. Is the Application Year budget at (appropriation) cap?	X	
If NO, amount of remaining balance	\$	
4. Does the Application Year anticipate the use of a waiver to exceed the appropriation cap?	X	
If YES, the amount:	\$9,795,635	

C. List the five largest item appropriation increases:

Appropriation	Prior Year Actual	Application Year Proposed	\$ Amount of Increase
Health Benefits	14,575,000	25,820,000	11,245,000
Metro Police SSA	85,536,149	91,463,964	5,927,815
Pension	9,217,366	10,847,355	1,629,989
Demolition	750,000	2,000,000	1,250,000
Animal Control	1,603,202	1,900,000	296,798
Trash Collection	18,000,000	17,500,000	500,000

D. List all new property tax-funded full-time positions planned in the Application Year:

Department/Agency	Position	Number	Dollar Amount
	None		

Application Year: CY2025 / FY2026	Municipality:	County:
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E. Display projected tax levies, local revenues (not grants), anticipated (gradually reduced) Transitional Aid, total salary and wages, and total other expenses projected for the three post-application years:

	Tax Levy	Local Revenues	Transitional Aid	Total S&W	Total OE
First year	32,414,102	151,341,549	50,000,000	51,290,096	136,525,148
Second year	33,386,525	150,800,762	55,000,000	51,427,451	141,046,091
Third year	34,388,121	152,146,688	60,000,000	53,009,278	145,730,298

VIII. Financial Practices

A. Expenditure controls and practices:

Question	Yes	No
1. Is an encumbrance system used for the current fund?	X	
2. Is an encumbrance system used for other funds?	X	
3. Is a general ledger maintained for the current fund?	X	
4. Is a general ledger maintained for other funds?	X	
5. Are financial activities largely automated? If so, please identify the system being used.	Edmunds	
6. Does the municipality operate a public assistance program?		X
7. Are expenditures controlled centrally (Yes) or de-centrally by dept. (No)?	X	
8. At any point during the year, are expenditures routinely frozen?	X	
9. Has the municipality adopted a cash management plan?	X	
10. Have all negative findings in the prior year's audit report been corrected?	X	
If not, be prepared to discuss why not in your application meeting.		

B. Risk Management: Indicate ("x") how each type of risk is insured.

Coverage	JIF/HIF	Self	Commercial
General Liability	X		
Vehicle/Fleet Liability	X		
Workers Compensation	X		
Property Coverage	X		
Public Official Liability	X		
Employment Practices Liability	X		
Environmental	X		
Health Benefits	SHBP	X	
	NO		

C. 1. Salary and employee contract information (when more than one bargaining unit for each category, use average):

Question	Police	Fire	Other Contract	Non-Contract
Year of last salary increase		2025	2025	2025
Average total cost percentage increase	%	5.0% + Steps	2.75% + Steps	2.75%
Last contract settlement date		2022	2022	
Contract expiration date		12/31/2024	12/31/2025	

2. Explain, if any, actions that have been taken or are under consideration for the Application Year:

Action	Police	Fire	Other Contract	Non-Contract
Furloughs (describe below)				
NO				
Wage Freezes (describe below)				
NO				
Layoffs (describe below)				
NO				

D. Tax Enforcement Practices:

Question	Yes	No
1. Did the municipality complete its accelerated tax sale by December 31, if included in the 2025 budget? If not, please include a letter from the tax collector explaining why he/she failed to complete the sale in a timely manner and what the impacts were on cash flow and lost investment earnings.		X
2. When was the last foreclosure action taken or tax assignment sale held? Date:	March 2024	
3. On what dates were tax delinquency notices sent out in 2024? Date:	Quarterly	
4. Date of last tax sale? Date:	March 2024	

E. Specialized Service Delivery:

If the answer to either question is "Yes," provide (as an appendix) a cost justification for maintaining the service without changes.

Service	Yes	No
Sworn police or firefighters are used to handle emergency service call-taking and dispatch (in lieu of civilians).		X
The municipality provides rear-yard solid waste collection through the budget.		X

F. Other Financial Practices

1. Amount of interest on investment earned in:

2023	\$ 6,675,575	2024	\$ 6,796,820	Anticipated Application Year:	\$4,356,429
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2. List the instruments in which idle funds are invested:

Certificates of Deposit	
Demand Deposits	

3. What was the average return on investments during 2024?

4. Left Blank Intentionally

5. The name and firm of the municipality's auditor?

6. When was the last time the municipality changed auditors?

4.68%
Bowman
2015

Application Year: CY2025 / FY2026	Municipality:	County:
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G. Status of Collective Negotiation (Labor) Agreements: List each labor agreement by employee group, contract expiration date, and the status of negotiations of expired contracts.

Employee Group	Expiration Date	Status of Negotiations of Expired Agreement
CWA	12/31/2025	N/A
IAFF	12/31/2024	Currently in Arbitration

H. Tax Abatements. Please provide a detailed discussion of any short-term or long-term tax abatements that are currently in place or are currently being negotiated, including the following information:

Project Name/Property	Type of Project	2024 PILOT Billing	2024 Assessed Value	2024 Taxes If Billed in Full at 2023 Total Tax Rate	Term of Tax Abatement
		See Attached worksheet			

IX. C. Evaluate existing local revenues as to whether the rates or collections can be increased or imposed, and if so, how changes will be implemented.

Local Revenues and services provided through the General/Current Fund	Check if services are provided	Are fees charged to cover the costs of the program?	If fees do not cover costs, what is the subsidy amount?	If there is a subsidy, explain why fees cannot be increased to reduce or eliminate the subsidy.
Recreation Programs	X	No	100%	Recreation Programs are mainly Grant Funded. Grants could be jeopardized if fees are charged
Sewer Fees	X	Yes		
Water Fees	X	Yes		
Swimming Pool	X	No		Recreation Programs are mainly Grant Funded. Grants could be jeopardized if fees are charged
Uniform Construction Code	X	Yes		
Uniform Fire Code	X	Yes		
Land Use Fees	X	Yes		
Parking Fees	X	Yes		
Beach Fees				
Insert other local fees below:				
Land Use Escrow Fees for In-House Staff				
Land Use Escrow Fees for Independent Contractors				

X. Service Delivery

List all services the municipality contracts to another organization, i.e., shared services with another government agency, including formal and informal shared services, memberships in cooperative purchasing programs, and private (commercial) or non-profit organizations.

Type of Service	Name of Contracted Entity	Estimated Amount of Contract	Estimated Savings	Year Last Negotiated (as applicable)
Police	Camden County	91,463,964		2025
Sewer Treatment	Camden County – MUA			1976
Facilities Maintenance	Camden County	122,000		1934
AAO/EEO Compliance Officer	Camden County and Camden County Redevelopment Authority	22,000		2020
Ticketing/Towing – abandoned and illegally parked vehicles	Camden Parking Authority	80,000		
SSA and Capital Infrastructure Coordination	Camden County	150,000 Reimbursement		2024
Trash Collection	Suburban	10,000,000		2023
Recycling	Seaside	2,440,000		2023
Fuel	Camden City School District	134,000		2024

Section XI. Impact of Limited or No Aid Award
 Describe (in detail) the impact of not being granted aid for the current fiscal year. Essential service needs should be given priority. List the appropriate category of impact if the aid is not received. Rank each item from both lists as to the order in which elimination will take place. If across-the-board cuts will be made, indicate under service. **For rank order purposes, consider the two sections as one list. The cuts outlined here are ones the municipality will make without a grant of aid.**

Rank Order	Department	# Of Layoffs	Effective Date	2023 Full-Time Staffing	2024 Full-Time Staffing	\$ Amount to be Saved
	The City of Camden cannot effectively provide necessary services to the citizens if any reduction in staffing is effectuated					

If services will be reduced, describe the service, impact, and associated cost savings.

Rank Order	Service	Cost Savings	Impact on Services
	The City of Camden cannot effectively provide necessary services to the citizens if any reduction in staffing is effectuated		

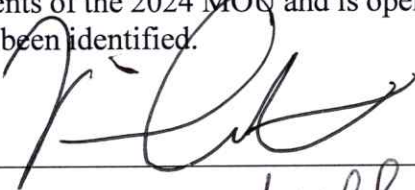
XII. Agreement to Improve Financial Position of Municipality

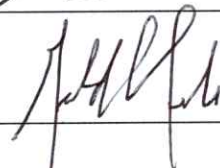
If aid is granted, the municipality will be required to submit to certain reporting conditions and oversight as authorized by law, and a new MOU will need to be signed. Please mark each box below indicating that the applicant understands and agrees to comply with these broad reporting and oversight provisions.


	Yes	No
1. Allow the Director of DLGS to assign management, financial, and operational specialists to assess your municipal operations.	X	
2. Implement actions directed by the Director to address the findings of DLGS staff.	X	
3. Enter into a new MOU and comply with all its provisions without exception.	X	

XIII. Certification of Past Compliance for Municipalities Currently Operating Under a Transitional Aid MOU:

The undersigned certifies that the municipality is in substantial compliance with the conditions and requirements of the 2024 MOU and is operating in good faith to correct those areas of noncompliance that have been identified.

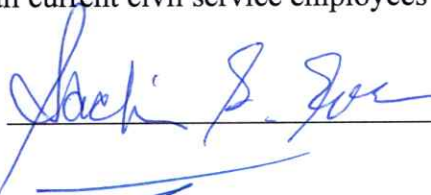
Mayor:  Date: 3/4/25

Chief Financial Officer:  Date: 3/6/25

Chief Administrative Officer:  Date: 3/5/25

XIV. CAMPS Certification (County and Municipal Personnel System - Civil Service municipalities only)

For Civil Service municipalities, the undersigned, being knowledgeable thereof, hereby certify that the municipality has listed the names of all current civil service employees in NJ "CAMPS."

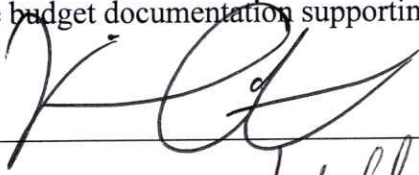
Human Resources or Personnel Director:  Date: 3/4/25

Chief Administrative Officer:  Date: 3/5/25

XV. CERTIFICATION OF APPLICATION FOR TRANSITIONAL AID

The undersigned acknowledges that the municipality must comply with the foregoing requirements to receive Transitional Aid. In addition, included with this application is a copy (printed or electronic) of the budget documentation supporting the budget calculation that was provided to the governing body.

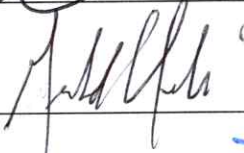
Mayor:



Date:

3/4/25

Chief Financial Officer:



Date:

3/6/25

Chief Administrative Officer:



Date:

3/6/25

APPENDIX A

Submission Checklist:

- ☐ Signed and certified application.
- ☐ Copy of introduced budget, Annual Financial Statement, and budget documentation.
- ☐ Organization charts.
- ☐ Copies of current labor contracts.
- ☐ Copies of salary ordinances/resolutions and any contracts of non-union affiliated individuals.
- ☐ Debt service schedules for all municipal obligations, including municipally operated utilities, all listed by payment date.
- ☐ For prior recipients requesting level or increased funding, a letter from the Mayor explaining why they failed to reduce their need for funding.
- ☐ For new applicants, a governing body resolution authorizing the application and agreeing to State supervision immediately upon filing the application.
- ☐ A list of all motor vehicles owned or leased by the municipality (excluding construction equipment and fire apparatus); the agency assigned to its use; if the vehicle is assigned to an individual, the name of the individual; and if the vehicle is used by the individual outside of the regular workday or taken home by the individual.
- ☐ A certification that copies of all active collective negotiation agreements and the cost-out of each have been delivered to PERC. Support documentation regarding the cost-out method must also be provided.

The City of Camden was admittedly deficient in submitting contracts and associated cost-outs to PERC. In 2025, in consultation with PERC, we submitted current contracts and agreed that future contract cost-outs would be submitted as required. PERC now considers the City to be in compliance

- ☐ List of all existing shared service agreements.
- ☐ List of documented efforts to share municipal services, including public safety dispatch, code enforcement, public health services, and other services offered by neighboring municipalities, area boards of education, local authorities, or the county, if those costs are less than the current full cost of providing equivalent service.

Submission Instructions:

- E-mail electronic forms to dlgs-ta@dca.nj.gov, with "<name of municipality> Transitional Aid Application" in the subject line.
- Submit one copy of the signed application form and any printed documents to:
Transitional Aid Program
Division of Local Government Services
101 South Broad Street
PO Box 803
Trenton, NJ 08625-0803