



Notice of Grant Opportunity

Submission Deadline: December 1, 2023

Term: Date of MOU through June 30, 2024

FY 2024 Re-Application for Continued Grant Funding for County College-Based Centers for Adult Transition

The New Jersey State Plan for Higher Education: “Where Opportunity Meets Innovation: A Student-Centered Vision for New Jersey Higher Education” includes the vision that every New Jersey student should feel safe and supported in their learning environment—and that all students should feel welcome on campus. This commitment also emphasizes the importance of ensuring that every New Jersey student has access to a high-quality, career-relevant academic program to succeed in the global economy.

In January 2022, Governor Murphy signed into law [P.L. 2021 c. 425](#), requiring all county colleges in New Jersey to establish adult centers for transition of individuals with intellectual and developmental disabilities (“centers”) and making an annual appropriation of \$4.5 million. These centers shall provide individuals with developmental disabilities up to the age of 24 with the supports and resources necessary to experience more successful transitions from secondary school to postsecondary education, adult employment, and independent living opportunities and skills, as appropriate.

County colleges may continue satisfying the statutory requirement to establish a center by either establishing or expanding an existing center on campus or by partnering with another county college and utilizing that county college’s center.

The appropriated grant funding must be used to provide services, programs, and resources to students with intellectual and developmental disabilities. Examples of such services, programs, and resources include wrap-around supports such as mentoring, job coaching, and skill training.

The Fiscal Year 2024 grant awards will not require submission of entirely new grant applications but rather, the satisfaction of a reapplication process. The award payments will be made in one installment and will be disbursed to grantees upon OSHE’s receipt of the following three documents: 1) signed Memorandum of Understanding, 2) completed and approved budget template, and 3) completed budget narrative that follows the guidelines below.

Eligibility Criteria

Each of New Jersey's 18 county colleges is eligible to apply for a Center for Adult Transition grant.

Application Criteria

County colleges may re-apply for a Center for Adult Transition grant by submitting a complete re-application as described below on or before 5:00 p.m. on December 1, 2023. The application must demonstrate either:

- 1) the demonstration of the county colleges to operate a Center for Adult Transition; or
- 2) a contractual partnership with another county college that will provide individuals who reside in the county with access to the services offered by the contracted county college's center. The parties to such a contract must be the boards of trustees of each county college.

Budget Template

Please see the [FY24 Center for Adult Transition Budget template](#) titled "Institution Name_Center for Adult Transition_Budget_FY24." Institutions should complete the 'Contact Information,' 'Original Budget,' and 'Justification' columns. Please do not modify the budget spreadsheet cells. **Each of the 18 county colleges may apply for a minimum award of \$150,000 and a maximum award of \$500,000.** In considering the amount sought, institutions should be mindful of the spending timeframe. Funds must be encumbered or expended by June 30, 2024. The term of the agreement will be from the date of grant agreement execution through June 30, 2024. Please note that additional funding may be available in subsequent years, but this is subject to State appropriations and cannot be guaranteed. *Indirect costs are not allowable under the terms of this grant agreement.*

Budget Narrative

The budget narrative should include:

- **Name of County College**
- **Name of partnering institutions, if applicable**
- **Contact information** for person or persons implementing the Center for Adult Transition grant at the institution: Name, Title, Email Address, and Phone Number.
- **Goals and mission:** Please provide a brief summary of the goals and mission of the Center. Please indicate how your institution plans to coordinate and integrate existing county and State services, programs, and resources into your overall goals and mission for the Center in this current application cycle.
- **Brief overview:** Provide a short summary of the anticipated and continued services to be offered through the Center in this current application cycle. We ask that institutions engaged in partnerships provide a summary of roles for both county colleges. Please offer brief detail explaining how this additional round of funding may build on and/or

will be utilized in manners than be differentiated from that of previous grant cycles.

- **Sustainability:** Describe how your institution is planning for out-year expenses and maintenance of the Center long-term given the State's inability to guarantee funding in future fiscal years.
- **Other:** Please provide any other relevant information that your institution would like to share in regard to the Center for Adult Transition grant.

OSHE requests that applicants limit the above information to no more than three (3) single-spaced pages, exclusive of any documentation evidencing a contractual partnership and the data requested in this notice.

Process for Submission and Notification

Completed applications are due to OSHE no later than 5:00 p.m. on December 1, 2023. Applications should be sent via email as two attachments (PDF of budget narrative and Excel spreadsheet of budget) to Jessica.Steiger@oshe.nj.gov with the subject line "*Institution Name_Center for Adult Transition Grant_FY24.*" Applicants may include an appendix with letters of support from partner institutions and/or organizations contributing services to the Center. We ask that no more than one letter of support per partner be submitted detailing their role in collaboration and meeting targeted goals. Institutions must also submit a copy of their contracts between partner institutions and/or organizations. Institutions will receive an email confirmation upon receipt of application.

Upon receipt and approval of the application materials by OSHE, a grant agreement will be provided and once executed, payment will be processed.

An interim report for the Center for Adult Transition grants will be due to OSHE no later than March 29, 2024. OSHE will provide a template for the interim report in advance of the submission deadline.

A final report, inclusive of final grant expenditures, will be due to OSHE no later than July 15, 2024. OSHE will provide a template for the final report in advance of the submission deadline. Funding must abide by State guidelines. Questions can be directed to Jessica.Steiger@oshe.nj.gov.