NEW JERSEY OFFICE OF THE SECRETARY OF
HIGHER EDUCATION

Notice of Grant Opportunity

FY26 Hunger-Free Campus Grant

Submission Deadline: September 26, 2025

Term: July 1, 2025 through June 30, 2026

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.[1]   The Office of the Secretary of Higher Education (OSHE) recognizes that New Jersey students need affordable and predictable education costs, which goes beyond just tuition and fees. Material hardships, such as food insecurity, are too common for many students today, causing a barrier to success on the pathway to a degree.

The State has committed $1,200,000 of FY2026 funding to fight food insecurity on campuses by offering Hunger-Free Campus grants as part of the Hunger-Free Campus Act ("Act") (P.L. 2019, C.89). The Act provides grants to public institutions of higher education that have one or more hunger-free-designated campuses to help support students.

Purpose
The purpose of this grant program is to foster innovative ways to combat food insecurity on college and university campuses and assist in planning for long-term solutions. The grant funding shall be used to address student hunger, leverage more sustainable solutions to address basic food needs on campuses, raise awareness of currently offered campus services that address basic food and hygiene needs, and continue to build strategic partnerships at the local, state, and national levels to address food insecurity among students.

Eligibility Criteria

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[1] https://www.nj.gov/highereducation/documents/pdf/StateEducationplan.pdf

For this competitive grant cycle, all New Jersey public institutions of higher education and independent public-mission institutions of higher education that receive State operating aid will be eligible to apply for funding. Please note this cycle we will be utilizing the percentage of Pell eligible students at an institution to determine maximum award amounts. The State will continue its expanded implementation of the grant program by also supporting food-insecure students at eligible independent public-mission institutions of higher education that receive state operating aid.

Eligible institutions may apply for a Hunger-Free Campus Grant up to the maximum award amounts shown below based on the percent of 2023-24 Pell enrollment eligibility:

% of Pell	Maximum Grant Award
45% or higher	$50,000
Between 30% to 44%	$25,000
Less than 10% to 29%	$15,000

Process for Submission and Notification

Completed applications are due to OSHE no later than 5:00 p.m. on September 19, 2025. Applications should be uploaded to FY26 Hunger-Free Campus Application with two attachments (PDF of grant narrative and Excel spreadsheet of budget). Following successful upload, please send an email to FinanceDocs@oshe.nj.gov with the subject line "*Institution Name*_Hunger-Free Campus Grant_FY26." to confirm your institution's **single** submission via Qualtrics and additionally attach all related materials.

To ensure all materials are adequately reviewed during our review process, please provide all attachments via Qualtrics **and** email. Additional submissions or submission modifications will not be accepted. **The application <u>MUST</u> include a narrative as a PDF file and one budget template as an Excel file. Applications with missing components will be disqualified.**

Institutions will receive an email confirmation upon successful submission of the application. Only one submission per institution shall be accepted and considered. Please carefully review all components of the application for compliance with this Notice prior to submission. OSHE is under no obligation to consider multiple submissions from the same applicant and will review the earliest submission.

After awardees are selected, a grant agreement will be provided to each institution. Once executed, payment will be processed. An interim report for the Hunger-Free Campus grants will be due to OSHE no later than 5pm on January 15, 2026. 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 31, 2026. OSHE will provide a template for the final report in advance of the submission deadline. Use of funding must abide by State guidelines. Indirect costs are not allowable per State guidelines. Remaining funds must be returned to OSHE by August 31, 2026. Questions can be directed to Sara.Lipsett@oshe.nj.gov.

Grant Narrative

The narrative portion of the application must be submitted as a PDF. Use the headings listed below within the application. Institutions must abide by the word limit indicated per section. Any information beyond the word limit will not be reviewed. The grant narrative must include:

➢ An application **Cover Sheet** with contact information. An optional cover sheet template is provided in Appendix A.

➢ **Letter of Support from the Institution's President/Chancellor:** The institution's President/Chancellor must submit a letter of support indicating the institution's need as well as its commitment and capacity to carry out the grant proposal within the designated grant period.

➢ **Campus Hunger Task Force:** Describe your Campus Hunger Task Force. Provide a list of task force members (names and titles) and actual meeting dates, times, and locations for the 2025-2026 academic year. Briefly describe the goals of the task force (minimum of two) and corresponding action plans. *Word limit: 500 words*.

➢ **Staff Member for SNAP Assistance:** Provide the name, title, and contact information for the staff member(s) responsible for assisting students in SNAP screening and application processes. Briefly describe how this service is advertised on campus or how students are referred to this staff member, who may have other responsibilities on campus, but must be knowledgeable and aware of SNAP eligibility and application procedures as they pertain to college students. (Note: Training is available through DHS-Division of Family Development [DFS] Program Operations Unit[2]). *Word limit: 250 words.*

➢ **Options for Students to Utilize SNAP at Campus Stores**: List the options available to students to utilize SNAP at campus stores. If campus stores do not accept SNAP, please describe any steps taken to determine if these vendors are able to accept SNAP benefits or how you plan to have students utilize SNAP at campus stores in the future. Alternatively, please describe how students are informed about which local off-campus establishments accept SNAP if this is not currently an option at campus stores. *Word limit: 500 words*.
   o To learn more about becoming a retailer, visit the U.S. Department of Agriculture (USDA)'s webpage here: https://www.fns.usda.gov/snap/retailer.
   o Other public benefits available to students: Describe opportunities for the school to promote information on SNAP and other public benefit programs available for students through the school's website, online student portals, training residential/student life representatives or student-led organizations.

➢ **Information regarding participation in National Hunger and Homelessness Awareness Week November 16-21, 2025:** Describe your institution's planned participation in an awareness event surrounding student hunger. Describe the event, the intended goals and anticipated outcomes of the event or campaign, and any student organizations, departments, or institutional partners that will be involved. *Word limit: 250 words.*

➢ **Evidence of a Campus Food Pantry:** Provide the address of the campus food pantry and a web link advertising the pantry to students. Flyers/advertisements, media reports, and pictures of the campus pantry are accepted forms of verification. If you do not have a campus pantry but have other mechanisms in place to help students receive food free of cost, please describe these arrangements. *Word limit: 250 words.*

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[2] https://www.nj.gov/humanservices/njsnap/

- ➤ **Evidence of a "Swipe Out Hunger" or Meal Plan Donation Program:** Provide your institution's written policy, dining services promotion or advertisement, web link describing the program, or Swipe Out Hunger certification as verification. Other forms of verification can be submitted on an as-needed basis. *Word limit: 500 words.*

- ➤ **Student Hunger Survey:** Campuses must measure food insecurity among their students using the "USDA's 18-item food security measure," administered by OSHE. Additional guidance regarding survey requirements is provided below as Appendix A. If your institution receives grant funding, you will be required to administer an OSHE-provided Hunger-Free Campus survey. Please confirm your commitment to participating in the student survey on hunger as approved and provided by the Secretary of Higher Education by confirming the best institutional contact for the surveying process and how you would engage stakeholders to participate in the survey. *Word limit: 250 words.*
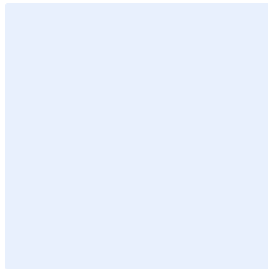
Budget Template:

- ❖ Complete the Budget Template for FY26: FY26_ BUDGET TEMPLATE_HF.xlsx

- ❖ A key component of the budget template is the column for the 'Narrative Description.' For each category of budgeted expenses, institutions must provide a "Narrative Description" which consists of a detailed list of, and justification for, each expense, including how each directly relates to the purpose of the grant. Institutions may submit a second tab on the template if more narrative detail is required.

- ❖ In considering program sustainability, as this is a one-year grant program, salary expenses cannot exceed 50% of total amount awarded.

- ❖ Indirect costs are not allowable under this grant program.

- ❖ All funding must be expended by June 30, 2026.

Appendix A: Optional Cover Sheet Template

Application Cover Page

[If you choose, insert logo or picture in image space below. Please delete if not used.]

[Please complete the following information by clicking into the text box and entering the information.]

Institution:	[Name of Institution]
Project Title:	[Project Title]
Partner Institution(s), *if applicable*	[Name of partner institution(s)]
Date of Report:	[Date]
Total Project Requested:	[Total $ Amount Requested]
Point of Contact(s):	[Name, email address]
	[Name, email address]

Appendix B: Pell eligibility based on 2023-2024 IPEDS

Institution	Total Undergraduates	Pell Recipients 2023-24	Percent Pell Recipients
Atlantic Cape Community College	4,273	2,143	50.2%
Bergen Community College	11,801	4,109	34.8%
Brookdale Community College	9,916	2,388	24.1%
Caldwell University	1,448	704	48.6%
Camden County College	7,591	3,331	43.9%
Centenary University	951	364	38.3%
County College of Morris	6,069	1,626	26.8%
Drew University	1,624	470	28.9%
Essex County College	6,790	3,182	46.9%
Fairleigh Dickinson University	7,437	1,922	25.84%
Felician University	1,784	936	52.5%
Georgian Court University	1,478	490	33.2%
Hudson County Community College	7,229	4,079	56.4%
Kean University	11,234	5,384	47.9%
Mercer County Community College	6,219	1,853	29.8%
Middlesex College	11,471	3,727	32.5%
Monmouth University	3,842	1,170	30.5%
Montclair State University	18,062	8,487	47.0%
New Jersey City University	4,209	2,209	52.5%
New Jersey Institute of Technology	9,523	3,767	39.6%
Ocean County College	7,429	2,008	27.0%
Passaic County Community College	5,165	3,153	61.0%
Princeton University	5,671	1,091	19.2%
Ramapo College of New Jersey	5,013	1,415	28.2%
Raritan Valley Community College	6,587	1,729	26.2%
Rider University	3,196	1,110	34.7%
Rowan College at Burlington County	6,348	1,955	30.8%
Rowan College of South Jersey	7,947	2,724	34.23%
Rowan University	14,869	4,915	33.1%
Rutgers University-Camden	3,922	1,871	47.7%
Rutgers University-New Brunswick	36,588	10,209	27.9%
Rutgers University-Newark	7,417	4,362	58.8%
Saint Elizabeth University	670	388	57.9%

Saint Peter's University	2,101	1,092	52.0%
Salem Community College	1,091	431	39.5%
Seton Hall University	6,116	1,987	32.5%
Stevens Institute of Technology	4,092	836	20.4%
Stockton University	7,812	3,303	42.3%
Sussex County Community College	2,147	788	36.7%
The College of New Jersey	7,073	1,483	21.0%
Thomas Edison State University	6,773	1,603	23.7%
UCNJ Union College of Union County NJ	8,081	3,506	43.4%
Warren County Community College	3,421	337	9.9%
William Paterson University of New Jersey	6,546	3,046	46.5%