

248-24

EXHIBIT A

**CONTRACT BETWEEN
THE TOWNSHIP OF WEST ORANGE AND MILLENNIUM
STRATEGIES LLC FOR GRANTWRITER SERVICES**

THIS AGREEMENT, made this 22 day of August 2023 by and between:

TOWNSHIP OF WEST ORANGE, a municipal corporation of the State of New Jersey, having its principal offices at 66 Main Street, West Orange, New Jersey, hereinafter referred to as "Township;" and

MILLENNIUM STRATEGIES LLC a limited liability company of the State of New Jersey having its principal offices at 60 Columbia Road, Bldg B, Suite 230, Morristown, New Jersey 07960-4635, hereinafter referred to as "Contractor".

W I T N E S S E T H:

WHEREAS, the Township requires grant writing services to consult, plan, prepare, submit and otherwise assist the Township with the application for grant funding and to research grant opportunities for the Township; and

WHEREAS, on May 16, 2023, the Township Council adopted Resolution 173-23 authorizing the Township to utilize Competitive Contracting in lieu of public bidding pursuant to the governing provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-4.1, et. seq.; and

WHEREAS, on June 9, 2023, the Township advertised a Request for Proposal (the "RFP") for a Contract for Grantwriter Services (the "Contract") with a base term of three (3) years with an option to extend the Contract for two additional one-year terms and setting forth a deadline for submission of proposals for July 11, 2023; and

WHEREAS, on July 11, 2023, the Contractor submitted a proposal in response to the RFP, including a proposed rate of \$3,900 per month, not to exceed \$46,800 per year and a rate of

\$150 per hour for the Add-Alternate option to provide State and County Grant Administration Services on an as needed basis (the "Add Alternate Option") (collectively the "Proposal"); and

WHEREAS, the Township's Qualified Purchasing Agent reviewed the Proposal and prepared a report recommending the award of the Contract to the Contractor.

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants hereinafter stated, the parties do hereby agree as follows:

1. The Commencement Date of this Contract shall be August 1, 2023. The contract term shall run for one (1) year from the commencement date of this Contract, until July 31, 2024 ("Base Term"). The Township shall have the right to extend this Agreement for two (2) additional one (1) year terms (the "Extension(s)") following the expiration of the Base Term.
2. Contractor shall provide the services set forth in the Township's RFP, annexed hereto as Exhibit "A," including the section describing the Vendor's responsibilities as well as the section captioned "Instruction to Bidders." Contractor shall also provide the Add Alternate Option consistent with the terms set forth in the RFP.
3. Contractor shall also provide the services set forth in the Contractor's Proposal dated July 6, 2023, ("Contractor's Proposal"), annexed hereto as Exhibit "B," under the fee structure set forth in Section of the Contractor's Proposal captioned "Proposal" at a rate of \$3,900 per month, not to exceed \$46,800 per year as set forth therein as well as the \$150 per hour rate for the performance of the Add Alternate Option as set forth therein.
4. To the extent of any inconsistency between the Contractor's Proposal and this Contract, this Contract controls in all respects. To the extent of any inconsistency

between the Contractor's Proposal and the RFP, the RFP shall govern as to that inconsistency over the Contractor's Proposal.

5. Contractor hereby indemnifies the Township and saves it harmless, including Township employees, representatives, agents and servants, from and against any and all losses, claims, liabilities and expenses including legal fees and costs which may arise or be claimed against the Township, its agents, representatives, servants or employees in connection Contractor's actions under this Contract that are in violation of any governing federal, state and local laws or regulations. Township agrees that all funds due Contractor for properly providing the services described in this Contract will be provided to Contractor in a reasonable and timely manner.
6. Any notices required hereunder to the Township shall be hand delivered or mailed by certified first-class postage prepaid return receipt requested to the Municipal Clerk, Township of West Orange, 66 Main Street, West Orange, New Jersey 07052, or other such address as the Township may designate in writing to Contractor, with a copy to Richard D. Trenk, Esq., Trenk Isabel Siddiqi & Shahdanian P.C., 290 W. Mt. Pleasant Avenue, Suite 2370, Livingston, New Jersey 07039. Any notice required hereunder to Contractor shall be hand delivered or mailed by certified first-class postage prepaid return receipt requested to Edward Farmer, President and CEO, Millennium Strategies LLC., 60 Columbia Road, Building B, Suite 230, Morristown, NJ 07960, with copy to Lisa Martinez, Director of Operations, 60 Columbia Road, Building B, Suite 230, Morristown, NJ, 07960 or other such address as Contractor may designate in writing to the Township.

7. This Contract shall be construed in accordance with the laws of the State of New Jersey without regard to conflict of law principles. The Parties consent to the personal and subject matter jurisdiction of the Superior Court of New Jersey, Essex County for resolution of any and all claims arising out of or in connection with this Contract. The Parties waive any right to a jury as to any and all issues.

IN WITNESS WHEREOF, the Township and the Contractor have executed this Contract as of the date first written above.

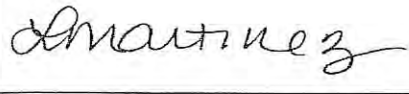
ATTEST:


KAREN CARNEVALE,
MUNICIPAL CLERK

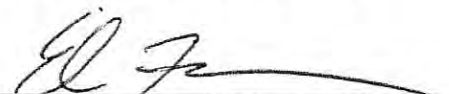
TOWNSHIP OF WEST ORANGE

BY: 
SUSAN McCARTNEY,
MAYOR

ATTEST:



MILLENNIUM STRATEGIES LLC

BY: 

TOWNSHIP OF WEST ORANGE

COMPETITIVE CONTRACT REPORT FOR GRANT WRITER SERVICES FOR THE TOWNSHIP OF WEST ORANGE

Evaluation and Recommendation of an Award for Grant Writer Services Contract for the Township of West Orange for three (3) years with the option to extend 2 one-year periods.

This report was prepared in accordance with the requirements of competitive contracting under the Local Public Contracts Law, N.J.S.A.40A:11-4.1 et seq., for reasons explained herein.

History

Township Council for the Township of West Orange (the "Township") adopted Resolution 173-23 on May 16, 2023 which authorized the Township to utilize Competitive Contracting in lieu of public bidding to award a contract for Grant Writer Services for the Township.

On June 9, 2023 the Township of West Orange (TOWNSHIP) advertised for bids in the Star-Ledger and Township website, due July 11, 2023 at 11:00 a.m.; One (1) bid was received.

At the date and time designated, the following one company submitted a proposal:

Millennium Strategies
60 Columbia Rd
Building B, Suite 230
Morristown, NJ 07960

Recommendation:

Due to receiving only one bid and the Township is satisfied with the company from past experience recommendation to award to Millennium Strategies for a period of 3 years with an option to extend 2 one year periods.

Submitted by:
Panayiota Reynolds, QPA

Exhibit “A”

**TOWNSHIP OF WEST ORANGE
66 MAIN STREET
WEST ORANGE, NJ 07052**

**REQUEST FOR PROPOSALS
THOUGH A FAIR AND OPEN PROCESS IN ACCORDANCE WITH
N.J.S.A 19:44A-20.4 ET SEQ.**

FOR

GRANTWRITER SERVICES

FOR THE

TOWNSHIP OF WEST ORANGE

To be received on:

July 11, 2023 at 11:00AM

Request for Proposals

The Township of West Orange is soliciting proposals through the competitive contracting process in accordance with N.J.S.A. 40A:11-4.1 et seq., for the following services:

Grant Writer Services

The proposal package can be obtained in person at the Township of West Orange, 66 Main Street, Purchasing Room 111, West Orange, NJ 07052, during regular business hours, 8:30 a.m. to 4:30 p.m., emailing preynolds@westorange.org or on our website at www.westorange.org.

Sealed proposals, clearly marked with the title and name and address of party making same, addressed to the Township Council of the Township of West Orange will be received by mail, or hand delivery, at the Municipal Building, 66 Main Street, West Orange, NJ 07052. Submission due date is Tuesday, July 11, 2023 and will be publicly opened and read at that time in the Council Chambers on the same day. No proposals received after that time will be considered. All RFP Addenda will be issued on the website. Therefore, all interested respondents should check the website from now through the RFP opening. It is the sole responsibility of the respondent to be knowledgeable of all addenda related to the procurement. Respondents shall comply with the said requirements within the RFP. Please submit one (1) original, and one (1) electronic copy on a CD or USB drive in a sealed envelope marked "Submission of RFP for Grant Writing Services" clearly marked on the outside

Bidders are required to comply with the Contract Compliance and Equal Employment Opportunities in Public Contracts N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 and have a current New Jersey Business Registration Certificate P.L. 2004, N.J.S.A. 52:25-24.2.

Pay to Play Requirements Contractors are advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Enforcement Commission, pursuant to N.J.S.A. 19:44-20.13(P.L. 2005, c, 271, s.3), if the contractor receives contracts in excess of \$50,000 in the aggregate from public entities during the calendar year. It is the contractor's responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us

Panayiota Reynolds
Purchasing Agent

GRANT WRITER FOR THE TOWNSHIP OF WEST ORANGE

The vendor shall be a part time, **INDEPENDENT CONTRACTOR or FIRM**. The vendor shall be solely responsible for their own work hours and daily responsibilities. As an independent contractor or firm, the vendor shall be fully responsible for all obligations to any taxing authority or other governmental entity.

The manner and means of performing all services shall be subject to vendor's sole control. Vendor shall not have the legal authority to bind the Township in contract, debt or otherwise, without the prior written consent of the Township.

Vendor's responsibilities shall include, but are not necessarily limited to:

- Providing professional consultations with respect to the study of County, State, Federal, corporate and private aid funds as they relate to the needs of the Township of West Orange, or as requested by the Township.
- Researching, planning, preparing, submitting, proceeding with and following up on all applications and programs for such aid.
- Having staff available to talk to and work with Township Department Heads and their staff regarding any grant opportunities and /or grant applications the Township wishes to pursue.
- Obtaining "New Grants" on a yearly basis totaling at least the amount paid to vendor for that year. "New Grants" shall mean grant monies which are not recurring or repeating as a result of work done by the vendor in previous years (e.g., a grant of \$1,000 per year for five years would not be considered a "New Grant" in years two through five, but if during the period of recurring or repeating payments of such a grant, the payments were increased, or a separate grant was received from the same source, the amount of the increase, and/or separate grant, is to be considered a "New Grant"; it is not the source which is material, but the work performed to prepare a successful grant application. **However, grant applications for awards that are essentially "entitlements", for example NJDOT annual applications, CDBG applications, Federal Bullet Proof Vest applications, etc. are not considered "New Grants"**. In the event that New Grants in the aggregate received through the vendor's efforts do not total at least their annual compensation, then the vendor agrees that they will continue to provide their services beyond the term of any negotiated agreement at no cost to the Township until the total of New Grants received exceeds the annual compensation.
- Submitting an annual written report by the end of each contract year to the Mayor concerning all services rendered and new grants obtained.
- Attendance at any meetings requested by the Mayor and/or Business Administrator to discuss potential grants and report as to timeframes and deadlines for submission of grant applications, status of grant applications, and areas of available grant funding.

All grant applications are subject to the approval of the Township in its sole discretion, and no grant application shall be submitted without the prior approval of the Township Council.

Minimum Qualifications and Response Requirements

In order for an individual/firm to be considered by the Mayor and Council, interested parties submitting proposals in response to this solicitation must meet the following:

A. Minimum Qualifications:

1. The Grant Writing and Consulting Services proposer, and the individuals assigned to provide these services, must demonstrate at least two (2) years experience providing grant consulting/writing services as it relates to municipal entities in the State of New Jersey.
2. The Grant Writing and Consulting Services individual/firm has sufficient staff to satisfy the scope of services described in this proposal.
3. The Grant Writing and Consulting Services individual/firm is in good standing within the State of New Jersey.

B. Minimum Requirements for Vendor Responses:

1. Interested parties wishing to provide a proposal in response to this solicitation shall provide the following minimum information in its proposal, which proposal must be submitted at the location and within the time constraint stated.
2. Proposals should be prepared simply and economically, providing a straight forward concise description of the individuals/firms capabilities to satisfy the requirements of the request. Special bindings, colored displays, promotional materials, etc., are not desired. Emphasis should be on completeness and clarity of content.
3. The full name of the proposer, the principal place of business and, if different, the place where the services will be provided.
4. Name of the key contact person.
5. A description of the business organization (i.e., sole proprietorship, corporation, partnership, joint venture, etc.) of each firm, its ownership and organizational structure.
6. The number of years the organization has been in business under the present name, and the number of years the business organization has been under the current management.

7. Proposer must demonstrate at least two (2) years of experience providing grant consulting/writing services as it relates to municipal entities in the State of New Jersey. Proposer shall provide a listing of all other engagements where services of the type being proposed were provided during the past two calendar years. Please provide contact information for the recipients of similar services.

8. Proposers shall submit a cost proposal. The Township will pay for such services on a monthly basis.

EVALUATION CRITERIA

Proposals shall be evaluated as following:

- Management
- Cost
- Technical

GENERAL INFORMATION:

SUBMISSION DUE: JULY 11, 2023 at 11:00AM

Point of Contact:

Panayiota Reynolds
Purchasing Agent
Township of West Orange
66 Main Street
West Orange, NJ 07052

preynolds@westorange.org

(973) 325-4056

INSTRUCTION TO BIDDERS

1. The Township of West Orange reserves the right to reject any or all bids, or to waive any informalities in the bids, and unless otherwise specified by the bidder, to accept any item in the bid, should it be deemed in the best interest of the Township of West Orange to do so.
2. In case of default by the bidder or contractor, the Township of West Orange may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.
3. The bidder, if awarded a contract, agrees to protect, defend and save harmless the Township of West Orange against any damage for payment for the use of any patented material process, article or devise that may enter into manufacture, construction, or form a part of the work covered by either order or contract, and the bidder further agrees to indemnify and save harmless the Township of West Orange from suits or actions of every nature and description brought against it, for, or on account of any injuries or damages received or sustained by any party or parties by, or from any of the acts of the contractor, his servants or agents.
4. The contractor shall maintain sufficient insurance to protect against all claims under Workers Compensation, General Liability and Automobile and shall be subject to approval for adequacy of protection and certificates of such insurance shall be provided to the Township of West Orange when required.
5. It is to be understood by the bidder that this bid is submitted on the basis of specifications prepared by the Township of West Orange and the fact that any bidder is not familiar with these specifications or conditions will not be accepted as an excuse.
6. Each bid must be signed in ink by the person authorized to do so.
7. Bidders must use the proposal form furnished by the Township of West Orange when submitting their bid, if applicable.
8. Non-Collusion Affidavit must be completed and included with bid.
9. A Performance Bond in the amount of 100% of total bid is not required.
10. Insert prices for furnishing all of the material and/or labor described or required. Prices shall be net, including any charges for packing, crating, containers, etc. and all transportation charges fully prepaid by the contractor. F.O.B. destination and placement at locations specified by the Township of West Orange. No additional charges will be allowed for any transportation costs resulting from partial shipments made at the vendor's convenience when a single shipment is ordered.
11. Payments will be made upon the approval of vouchers with the requirements of the Township of West Orange and subject to the Township of West Oranges customary procedures.
12. Contract will be awarded on a (Line Item) or (Lump Sum) basis, if applicable.

13. Award will be made by Township of West Orange within sixty (60) days after receipt of bids.
14. Prevailing Wage & Labor Laws. The New Jersey prevailing Wage Act (P.D. 1963, Chapter 150) and provisions of the State Labor Laws shall be complied with by the successful bidder in construction contracts.
15. Equal or Tie Bids. The Township of West Orange reserves the right to award at their discretion to any one of the tie bidders. (Should state method for tie bidding, i.e. drawing lots)
16. The Township of West Orange is exempt from any State sales tax or Federal excise tax.
17. For purpose of evaluation where an equivalent product is being furnished, bidder must indicate any variation to our specifications no matter how slight. If no variations are indicated, it will be construed that the bid fully complies with our specifications.
18. Quantities as shown are approximate and the Township of West Orange reserves the right to increase or decrease quantities by 20% at the unit price bid.
19. The contract, if applicable, shall be in effect for three (3) years from date of award with an option to extend two (2) one-year periods. unless otherwise stated. Continuation of the terms of this contract beyond December 31 is contingent on availability of funds in the following year's Budget and in the event of unavailability of such funds; the Township of West Orange reserves the right to cancel this contract.
20. Bids may be hand delivered or mailed per legal notice to bidders. In case of mailed bids, the Township of West Orange assumes no responsibility for bids after the designated date and time and will return late bids to the bidder unopened.
21. Bidder shall provide copy of their Business Registration Certificate. In addition, Contractors providing services for regarding construction or repair of a public building must provide copy of Public Works Contractor Registration Certificate, The Stockholder Disclosure Declaration, Affirmative Action Compliance, and Prohibited Russia-Belarus Activities & Iran Investment Activities.
22. No interpretation of the meaning of the specifications will be made to any bidder orally. Every request for such interpretations should be in writing to the Purchasing Agent and to be given consideration must be received at least SEVEN (7) days prior to the date fixed of the opening bids. Any and all such interpretations and any supplemental instruction will be posted on the town webpage located at www.westorange.org, not later than three (3) days prior to the date fixed for the opening of bids. It is the vendors responsibility to check the above site for any addendums. Failure of any bidder to receive any such addenda or interpretations shall not relieve any bidder from any obligation under his bid submitted. All addenda so issued shall become part of the contract document.

23. Pay to Play Requirements Contractors are advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Enforcement Commission, pursuant to N.J.S.A. 19:44-20.13(P.L. 2005, c, 271, s.3), if the contractor receives contracts in excess of \$50,000 in the aggregate from public entities during the calendar year. It is the contractor's responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us. In addition, pursuant to Section 2-68.1 of the Revised General Ordinances of the Township of West Orange respondents shall disclose all political contributions of two hundred dollars (\$200) or more made within the preceding five (5) years to any elected officials of the Township of West Orange currently in office or any political organization affiliated with an elected official of the Township currently in office

TOWNSHIP OF WEST ORANGE
ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following addenda:
Please assign the number, date and initial.

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

☐ No addenda was/were received.

Acknowledged for: _____
(Company Name)

By: _____
(Signature of Authorized Representative)

Name: _____
(Print)

Title: _____

Date: _____

INSURANCE REQUIREMENTS AND ACKNOWLEDGEMENT FORM

Certificate(s) of Insurance shall be filed with the Municipal Clerk's Office upon award of contract by the Mayor and Township Council.

The minimum amount of insurance to be carried by the Professional Service Entity shall be as follows:

PROFESSIONAL LIABILITY INSURANCE

Limits shall be a minimum of \$1,000,000.00 for each claim and \$1,000,000.00 aggregate each policy period.

Acknowledgement of Insurance Requirement:

(Signature)

(Date)

(Printed Name and Title)

Business Registration Certification

Effective September 1, 2004, the State has expanded its Contractor Registration Program to local Government contracts, P.L. 2004, c57. All business organizations that do business with a local government agency are required to be registered with the State. The business must provide proof of that registration to the local government agency before that local government agency can enter into a contract with the business. A copy of the Business Registration Certificate must also be on file before any purchase order/voucher or other contracting document can be issued.

Contractors are responsible for notifying subcontractors.

Further information and registration can be obtained online from the NJ Treasury, Division of Revenue or by calling (609) 292-1730.

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: _____

Organization Address: _____

Part I Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☐ For-Profit Corporation (any type) ☐ Limited Liability Company (LLC)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II

- ☐ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above**. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **Township of West Orange** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **Township of West Orange** to notify the **Township of West Orange** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **Township of West Orange** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

**Political Contribution Disclosure Statement Pursuant to Chapter 2, Section 68 of the Revised General Ordinances
of the Township of West Orange**

Pursuant to Section 2-68.1 of the Revised General Ordinances of the Township of West Orange, please set forth below all political contributions in cash or in kind of two hundred (\$200.00) dollars or more made within five (5) years of the date of acceptance of a proposal for a negotiated contract with the Township of West Orange, or within five (5) years of the notice of award for a bid contract with the Township of West Orange, either directly or indirectly, by the individuals or any of the principals of the business entity completing this form or by the business entity itself, to any elected official of the Township of West Orange currently in office or any political organization affiliated with an elected official of the Township currently in office.¹

<u>Name of Individual/Entity Making Contribution</u>	<u>Amount of Contribution</u>	<u>Recipient of Contribution</u>	<u>Date of Contribution</u>

If you have <u>NOT</u> made any contributions within the scope of Section 2-68.1, as set forth above, please X the line to the right.	NONE

I hereby certify under penalty of perjury that the information provided herein is true and accurate to the best of my knowledge, information and belief.

The current elected officials of the Township include the following: Mayor Susan McCartney, Councilman Bill Rutherford, Councilwoman Michelle Casalino, Councilwoman Tammy Williams, Councilwoman Asmeret Ghebremicael and Councilwoman Susan Scarpa .

Company Name

Authorized Signature

Printed Name

Date

Prohibited Russia-Belarus Activities & Iran Investment Activities

Person or Entity	
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Part 1: Certification

COMPLETE PART 1 BY CHECKING **ONE OF THE THREE BOXES BELOW**

Pursuant to law, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, for goods or services must complete the certification below prior to contract award to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list or Chapter 25 list as a person or entity engaging in prohibited activities in Russia, Belarus or Iran. Before a contract for goods or services can be amended or extended, a person or entity must certify that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list. Both lists are found on Treasury's website at the following web addresses:

<https://www.nj.gov/treasury/administration/pdf/RussiaBelarusEntityList.pdf>
www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf.

As applicable to the type of contract, the above-referenced lists must be reviewed prior to completing the below certification.

A person or entity unable to make the certification must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran. The person or entity must cease engaging in any prohibited activities and provide an updated certification before the contract can be entered into.

If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may be provided by law, rule, or contract, including but not limited to imposing sanctions, seeking compliance, recovering damages, declaring the party in default, and seeking debarment or suspension of the party.

CONTRACT AWARDS AND RENEWALS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate appears on the N.J. Department of Treasury's lists of entities engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3 or in investment activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

CONTRACT AMENDMENTS AND EXTENSIONS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate is listed on the N.J. Department of the Treasury's lists of entities determined to be engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

IF UNABLE TO CERTIFY



I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate is listed on the Department's Russia-Belarus list and/or Chapter 25 Iran list. I will provide a detailed, accurate, and precise description of the activities as directed in Part 2 below, and sign and complete the Certification below. Failure to provide such will prevent the award of the contract to the person or entity, and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

Part 2: Additional Information

PLEASE PROVIDE FURTHER INFORMATION RELATED TO PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS AND/OR INVESTMENT ACTIVITIES IN IRAN.

You must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran in the space below and, if needed, on additional sheets provided by you.

Part 3: Certification of True and Complete Information

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there, to the best of my knowledge, are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.

*I acknowledge that the **Township of West Orange** is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the **Township of West Orange** to notify the **Township of West Orange** in writing of any changes to the answers of information contained herein.*

*I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the **Township of West Orange** and that the **Township of West Orange** at its option may declare any contract(s) resulting from this certification void and unenforceable.*

Full Name (Print)		Title	
Signature		Date	

AFFIDAVIT OF NON-COLLUSION

The undersigned bidder of full age, being duly sworn according to law depose and hereby specifically certifies that:

A. To the best of the bidder's knowledge and belief, the annexed bid proposal for this project has not been prepared in collusion with any other bidder of like item or services and the prices, discounts, terms and conditions thereof have not been directly or indirectly communicated by or on behalf of the bidder to any person other than the recipient of the bid and will not be communicated to any person prior to the official opening of the bid.

B. The bidder fully understands that no premiums, rebates, or gratuities are permitted either with, prior to, or after signing of contract. Any violation will result in cancellation and removal from the bid list.

C. The bidder further certifies that the undersigned has the necessary authority, to sign this stipulation stating that the bidder has not entered into any agreement, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

All references to the bidder are understood to include the undersigned and all principals, partners and officers of the bidder.

Date:

(Signature)

(Name and Title)

(Company)

(Address)

(Corporate Seal)

Subscribed and sworn to before me

this _____ day of _____, 20____

Notary Seal

BIDDER'S CHECK LIST

Initial

- Business Registration Certification _____
- Stockholder Disclosure Certification _____
- Mandatory Affirmative Action Language _____
- AMERICANS WITH DISABILITIES ACT OF 1990 _____
- Completed Bid Proposal Form _____
- W-9 Tax Form _____
- Political Disclosure Statement _____
- Prohibited Russia-Belarus Activities & Iran Investment Activities _____
- Addendum/Addenda _____
- Affidavit of Non-Collusion _____
- Insurance Requirement Acknowledgement Form _____

Please provide one additional copy of entire bid package which is stored on a USB/Flash Stick or CD

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Div. of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

REQUIRED EVIDENCE

AFFIRMATIVE ACTION REGULATIONS N.J. S.A. 10:5-31, et seq. (N.J.A.C. 17:27)

If awarded a contract, the Bidder will be required to comply with the requirements of N.J.S.A. 10:5-31, *et seq.*, and N.J.A.C. 17:27. Within five (5) days after receipt of the notification of intent to award the contract, the Bidder shall present one of the following:

1. Appropriate evidence that the Contractor is operating under an existing federally approved or sanctioned affirmative action program; or
2. A Certificate of Employee Information Report Approval issued in accordance with N.J.A.C. 17:27-4; or
3. An initial Employee Information Report consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-4.

The Bidder must submit no later than three (3) days after the signing of the Contract an Initial Project Manning Table consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-7.

Bidders are referred to the Bidder's Information Section of the Bid Packet for a further description of the above requirements.

NO BIDDER MAY BE ISSUED A CONTRACT UNLESS THEY COMPLY WITH THE AFFIRMATIVE ACTION REGULATIONS OF N.J.S.A. 10:5-31, et seq.

The following questions must be answered by all Bidders:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?
Yes _____ (If yes, submit a copy of such approval.) No
2. Do you have a State Certificate of Employee Information Report approval?
Yes _____ {If yes, submit a copy of such approval.) No

The undersigned Bidder certifies that he is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31, *et seq.*, and agrees to furnish the required documentation pursuant to the law.

COMPANY: _____ NAME: _____

SIGNATURE: _____ TITLE: _____

NOTE: A bid must be rejected as non-responsive if a Bidder fails to comply with requirements of N.J.S.A. 10:5-31, et seq., within the time frame stipulated.

APPENDIX A
AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The contractor and the _____ of _____, (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. §12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Proposal

RFP for Grant Writing Services

Submission Deadline: **Tuesday, July 11, 2023 at 11:00AM**

Recipient:

Panayiota Reynolds

Township of West Orange

66 Main Street, Room 111

West Orange, New Jersey 07052

In accordance with and subject to all stipulations, conditions, requirements, and instructions so far as they relate to this proposal are made part of it, submit my quote for services described:

I submit the following annual cost of services:

\$ _____.

DOLLAR AMOUNT IN WRITING

In addition to the base proposal, the Township requests proposers respond to this Add-Alternate to provide State and County Grant Administration Services on an as needed basis. This service includes assistance with the execution of grant agreements and the preparation/submission of programmatic and financial reports. This service does not include project management, tracking or record retention services. This service will only be provided when requested in writing and mutually agreed to by the proposer. The propose reserves the right to reject any grant administration task at any time for any reason, as long as it notifies the Township in sufficient time to transfer responsibility back to the Township to complete the responsibilities in a timely manner.

Hourly Rate _____

NAME : _____ Date: _____

ADDRESS: _____

EMAIL: _____ PHONE: _____

BY _____

(Signature authorized to execute a contract)

Exhibit “B”

MILLENNIUM

STRATEGIES

July 6, 2023

Ms. Panayiota Reynolds
Purchasing Agent
Township of West Orange
66 Main Street
West Orange, NJ, 07052

Re: Request for Proposals for Grant Writer Services for the Township of West Orange

Dear Ms. Reynolds,

Millennium Strategies LLC is pleased to submit the following proposal to the Township of West Orange for the provision of Grant Writer Services. Millennium has had the privilege of providing Grant Writer Services on behalf of the Township of West Orange since May 2016. During our tenure, we have been able to successfully secure \$17,045,145.69 in alternative grant funding, on behalf of the Township. Specific to our current contract period, we have helped to secure \$5,676,521.69 in alternative grant funding on behalf of the Township. Of this grant funding secured, \$4,078,097.69 is classified as competitive grant funding and \$1,598,424.00 is classified as non-competitive grant funding. Details pertaining to the competitive and non-competitive grant awards, secured on behalf of the Township during our current contract period, are outlined further within our proposal. Millennium understands the Township's needs and goals and looks forward to continuing to be of service.

COMPANY PROFILE

Founded in 2005, Millennium Strategies is the largest full-service grants consulting firm in the region. We currently represent more than 140 municipalities, counties, school districts and non-profit entities in New Jersey, New York, and Pennsylvania. A listing of our current and previous clients, over the past five years, is included with our proposal as an attachment. Since our inception, we have helped to secure over \$1 billion in both governmental and non-governmental grant funding on behalf of our clients. What sets Millennium apart is our comprehensive and aggressive approach to grant research and grant writing. We help our clients meet their complex challenges by securing funding for projects that fall within the following areas: arts, health services, human services, disaster recovery, economic development, public safety, environmental protection, historic preservation, open space preservation, recreation, sustainability, tourism, and transportation infrastructure.

SERVICE TEAM

As Millennium's CEO and former Chief of Staff to Congressman Bill Pascrell, I have shepherded critical projects to completion with federal, state, and county agencies. As Millennium's Principal, Sue Scavone has more than 25 years of experience in government and grant writing. Together, Sue and I have assembled Millennium's accomplished team which includes a full-time research department, 25 grant writers, and the support staff necessary to meet the demands of timely, professional, and competitive submissions. If Millennium is retained, I will continue to serve as Partner-in-Charge responsible for the Township's account. In addition, Catherine Kapura would continue to serve as Director of Client Services and Monica Ludwinski would continue to serve as Grant Writer. Biographies of key personnel along with a list of client references are included with our proposal as an attachment.

All services will be performed directly by employees of Millennium Strategies. We will not hire subcontractors to perform any of the proposed services outlined within this proposal. All staff employed by Millennium Strategies possess post-secondary degrees related to government consulting/grant writing and are in good standing with the State of New Jersey and other grant agencies. Neither the firm nor any individuals assigned to this engagement are disbarred, suspended, or otherwise prohibited from professional practice or from working with public entities by any federal, state, or local agency. All staff and principals that will support the delivery of service on behalf of the Township will be stationed out of our corporate headquarters located at 60 Columbia Road, Building B, Suite 230, Morristown, NJ, 07960.

COMPETITIVE AND NON-COMPETITIVE GRANT AWARDS

Grant Awards - Competitive

During our current contract period, Millennium Strategies secured 15 grant awards, representing \$4,078,097.69 in competitive grant funding, on behalf of the Township of West Orange. Details pertaining to these awards are outlined below.

Funding Program	Purpose	Amount	Month of Award
US Federal Emergency Management Agency – Assistance to Firefighters Grant	Commercial Washer/Dryer	\$41,374.69	June 2023
NJ Department of Community Affairs Main Street New Jersey – District Transformation Grant	Hanging Art Décor	\$33,000.00	June 2023
NJ Department of Transportation – Local Transportation Projects Grant FY23	South Valley Road, Walker Road, Rooney Circle Roadway Improvements	\$1,000,000.00	May 2023
NJ Division of Highway Traffic Safety – Click It or Ticket Mobilization Grant	Police Department Overtime	\$7,000.00	May 2023
NJ Department of Transportation – Transportation Alternatives Set-Aside Grant	Washington Street Improvements Phase II	\$707,000.00	May 2023
NJ Department of Law and Public Safety – Automated License Plate Reader Initiative Grant	Automated License Plate Readers	\$63,513.00	April 2023
NJ Department of Community Affairs – Local Recreation Improvement Grant	Degnan Park Dugout Improvements	\$77,000.00	April 2023
US Congress- Congressional Directed Spending- Booker/Menendez/Payne	Rehabilitating O'Connor Park	\$1,158,810.00	January 2023
NJ Department of Community Affairs – American Rescue Plan Firefighter Grant	Turnout Gear	\$35,000.00	November 2022
TD Bank Foundation- TD Tree Days Grant	Tree Planting	\$11,900.00	November 2022
NJ Division of Travel and Tourism- Cooperative Marketing Grant	Printed Marketing Materials	\$3,500.00	October 2022
NJ Department of Transportation – Local Bicycle/Pedestrian Planning Assistance Grant	Prepare Vision Zero Action Plan	Technical Assistance	September 2022
Partners for Health – Small Grant Application	Senior Livability Initiative	\$10,000.00	June 2022
NJ Department of Transportation – Safe Routes to School Grant	Implementing Flashing Advance School Signs	\$920,000.00	June 2022
Sustainable Jersey and PSEG Foundation – Small Grant	Bioretention Systems	\$10,000.00	May 2022

Grant Awards – Non-Competitive

During our current contract period, Millennium Strategies has secured 8 grant awards, totaling \$1,598,424.00 in non-competitive grant funding, on behalf of the Township of West Orange. Details pertaining to these awards are outlined below.

Funding Program	Purpose	Amount	Month of Award
NJ Department of Health – FY 23 COVID-19 Vaccination Supplemental Grant	COVID-19 Vaccination Support	\$35,000.00	July 2023
NJ Department of Health – FY23 Strengthening Local Public Health Capacity Grant	COVID-19 Staff for Health Department	\$406,046.00	June 2023
NJ Department of Environmental Protection – Stormwater Assistance Grant	MS4 Infrastructure Map	\$25,000.00	May 2023
NJ Association of County and City Health Officials – Enhancing Local Public Health Infrastructure Grant	WOHD employee acquisition	\$215,724.00	February 2023
NJ Department of Transportation – Municipal Aid Grant	Road Resurfacing	\$580,870.00	December 2022
US Department of Justice – Edward Byrne Memorial Justice Assistance Grant	Electric Bicycles	\$11,049.00	September 2022
NJ Department of Health – FY22 Strengthening Local Public Health Capacity Grant	COVID-19 Staff for Health Department	\$274,735.00	August 2022
NJ Department of Health – FY22 COVID-19 Vaccination Supplemental Funding Grant	Covid-19 Supplies and Equipment	\$50,000.00	August 2022

PROPOSED SERVICES

Millennium Strategies proposes to continue providing our full suite of Grant Writer Services on behalf of the Township of West Orange. These services will include those outlined and described below.

1. ***Create a Strategic Plan*** – Millennium will create a Strategic Plan for grant research and funding to be pursued in keeping with the Township's budget, capital plan and other identified objectives. This process will include coordination of necessary meetings with administrators, department heads, supervisors and key personnel to determine future funding goals and how best to achieve them.
2. ***Research Available Opportunities / Frequent Notification*** – Millennium will research all available governmental and non-governmental grant opportunities that support the Township's priorities on an ongoing basis for the duration of the contract period. Detailed grant summaries and application breakdowns will be provided to key personnel as the Township selects grants that are consistent with the Strategic Plan.
3. ***Complete Grant Writing*** – Millennium will complete all grant applications, both presented by Millennium and identified by the Township, in accordance with funding guidelines established by funding agencies, on a continuing basis for the duration of the contract period. This includes all necessary follow up with governmental, non-governmental, and legislative agencies in support of applications submitted on behalf of the Township as well as advising of technical requirements and criteria associated with grants.
4. ***Monthly Reporting*** – Millennium will submit a monthly report detailing all activities undertaken by the Millennium team on behalf of the Township as well as a monthly invoice of services rendered. The monthly report will include all grants recommended, grants awarded, grants submitted and pending approval, grant applications-in-progress, as well as grants denied providing the Township with an assessment of our efforts on a regular basis.
5. ***Meeting Attendance*** – Millennium will attend all meetings as requested by the Township with 48 hours' notice.
6. ***State and County Grant Administration Services (As Needed)***: Millennium will provide State and County Grant Administration Services on an as needed basis. This includes assistance with the execution of grant agreements and the preparation/submission of programmatic and financial reports. This service does not include project management, tracking or record retention services.

FEE PROPOSAL

Millennium Strategies will provide Proposed Services, as outlined and described in Paragraphs 1 – 5 above, for a flat \$3,900.00 monthly retainer fee, payable in twelve equal monthly installments, for an amount not to exceed \$46,800.00 per annum. Our retainer fees include all travel time and expenses as well as attendance at all designated meetings. In addition, Millennium will provide Proposed Services, as outlined and described in Paragraph 6 above, on an hourly basis at a rate of \$150.00 per hour. Millennium will only render State and County Grant Administration services when specifically requested by the Township and agreed to by Millennium. Prior to rendering these services, Millennium would provide the Township with a written estimate for what the not-to-exceed cost of these services would be. There are no hidden costs associated with our fee structure and our contract provides for a mutual 14 day opt-out. Millennium Strategies will enter into a contractual relationship with the Township as an independent contractor for the duration of our contract.

DISCLOSURES

Millennium Strategies is a limited liability company. Since our inception in 2005, Ed Farmer and Sue Scavone have remained the sole principals of Millennium Strategies. During our 18 years of operation, the company has not undergone any changes to the business name. Millennium Strategies is registered as a Small Business Enterprise (SBE) and complies with all applicable EEO, and Affirmative Action Laws as evidenced by the compliance documentation included with our proposal as an attachment.

No judgments, claims or suits have been filed against our company. In addition, Millennium Strategies is not now, nor has it ever been involved in any bankruptcy or reorganization proceedings. Millennium Strategies does not employ any relatives of the Township of West Orange, nor are any of our employees unionized. In addition, no principals or employees of Millennium Strategies are related to any employee or elected official of the Township of West Orange. Millennium has no conflicts of interest that would prohibit the award of a contract for the provision of Grant Writer Services and for which this request for proposals is being made.

CONCLUSION

Thank you again for considering Millennium Strategies. We look forward to continuing to be of service to the Township of West Orange. Should you have any questions relative to our proposal, please do not hesitate to contact me by phone at (973) 226-3329 or by email at efarmer@m-strat.com.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ed Farmer', followed by a long horizontal flourish.

Ed Farmer
President and CEO

CERTIFICATIONS AND DOCUMENTATION

BIDDER'S CHECK LIST

Initial

- Business Registration Certification
- Stockholder Disclosure Certification
- Mandatory Affirmative Action Language
- AMERICANS WITH DISABILITIES ACT OF 1990
- Completed Bid Proposal Form
- W-9 Tax Form
- Political Disclosure Statement
- Prohibited Russia-Belarus Activities & Iran Investment Activities
- Addendum/Addenda
- Affidavit of Non-Collusion
- Insurance Requirement Acknowledgement Form

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Please provide one additional copy of entire bid package which is stored on a USB/Flash Stick or CD

Business Registration Certification

Effective September 1, 2004, the State has expanded its Contractor Registration Program to local Government contracts, P.L. 2004, c57. All business organizations that do business with a local government agency are required to be registered with the State. The business must provide proof of that registration to the local government agency before that local government agency can enter into a contract with the business. A copy of the Business Registration Certificate must also be on file before any purchase order/voucher or other contracting document can be issued.

Contractors are responsible for notifying subcontractors.

Further information and registration can be obtained online from the NJ Treasury, Division of Revenue or by calling (609) 292-1730.

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CERT-1

11/06/17

Taxpayer Identification# 203-749-864/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,



James J. Fruscione
Director
New Jersey Division of Revenue

**STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE**

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:
MILLENNIUM STRATEGIES LLC

ADDRESS:
60 COLUMBIA ROAD, BLDG B, STE
MORRISTOWN NJ 07960-4635

EFFECTIVE DATE:
07/14/06

TRADE NAME:

SEQUENCE NUMBER:
1250157

ISSUANCE DATE:
11/06/17



Director
New Jersey Division of Revenue

FORM-BRC

(04-08), D205846V

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
LONG FORM STANDING WITH OFFICERS AND DIRECTORS**

MILLENNIUM STRATEGIES, LLC
0600246981

I, the Treasurer of the State of New Jersey, do hereby certify that the above-named New Jersey Domestic Limited Liability Company was registered by this office on September 08, 2005.

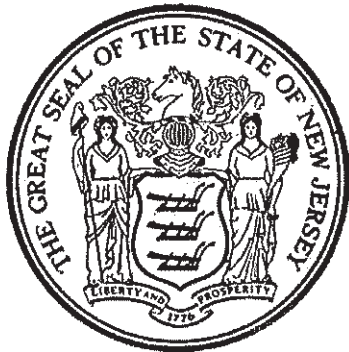
As of the date of this certificate, said business continues as an active business in good standing in the State of New Jersey, and its Annual Reports are current.

I further certify that the registered agent and office are:

LISA MARTINEZ
60 COLUMBIA ROAD - 2ND FLOOR
BLDG. B - MILLENNIUM STRATEGIES
MORRISTOWN, NJ 07960

I further certify that as of the date of this certificate, the following were listed as officers/directors of this business on the last Annual Report filed in this office on December 08, 2022.

CHIEF EXEC. OFFICER (CEO)	ED FARMER
	60 ROSELAND AVENUE
	CALDWELL, NJ 07006



*IN TESTIMONY WHEREOF, I have
hereunto set my hand and affixed
my Official Seal at Trenton, this
15th day of May, 2023*

Elizabeth Maher Muoio
State Treasurer

Certificate Number : 6143104151

Verify this certificate online at

https://www1.state.nj.us/TYTR_StandingCert/JSP/Verify_Cert.jsp

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: Millennium Strategies

Organization Address: 60 Columbia Road, Building B, Suite 230, Morristown, NJ, 07960

Part I Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☐ For-Profit Corporation (any type) ☒ Limited Liability Company (LLC)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II



The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address
Edward Farmer	1803 Middlebrook Road, Bound Brook, NJ, 08805
Susan Scavone	165 Alexander Avenue, Nutley, NJ, 07110

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s
Not Applicable	N/A

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above**. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address
Not Applicable	Not Applicable

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **Township of West Orange** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **Township of West Orange** to notify the **Township of West Orange** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **Township of West Orange** to declare any contract(s) resulting from this certification void and unenforceable.

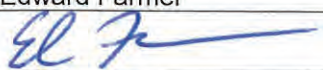
Full Name (Print):	Edward Farmer	Title:	President and CEO
Signature:		Date:	07/06/2023

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Div. of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

REQUIRED EVIDENCE

AFFIRMATIVE ACTION REGULATIONS N.J. S.A. 10:5-31, et seq. (N.J.A.C. 17:27)

If awarded a contract, the Bidder will be required to comply with the requirements of N.J.S.A. 10:5-31, et seq., and N.J.A.C. 17:27. Within five (5) days after receipt of the notification of intent to award the contract, the Bidder shall present one of the following:

1. Appropriate evidence that the Contractor is operating under an existing federally approved or sanctioned affirmative action program; or
2. A Certificate of Employee Information Report Approval issued in accordance with N.J.A.C. 17:27-4; or
3. An initial Employee Information Report consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-4.

The Bidder must submit no later than three (3) days after the signing of the Contract an Initial Project Manning Table consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-7.

Bidders are referred to the Bidder's Information Section of the Bid Packet for a further description of the above requirements.

NO BIDDER MAY BE ISSUED A CONTRACT UNLESS THEY COMPLY WITH THE AFFIRMATIVE ACTION REGULATIONS OF N.J.S.A. 10:5-31, et seq.

The following questions must be answered by all Bidders:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?
Yes _____ (If yes, submit a copy of such approval.) No ☒
2. Do you have a State Certificate of Employee Information Report approval?
Yes ☒ (If yes, submit a copy of such approval.) No

The undersigned Bidder certifies that he is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31, et seq., and agrees to furnish the required documentation pursuant to the law.

COMPANY: Millennium Strategies LLC NAME: Edward Farmer

SIGNATURE:  TITLE: President and CEO

NOTE: A bid must be rejected as non-responsive if a Bidder fails to comply with requirements of N.J.S.A. 10:5-31, et seq., within the time frame stipulated.

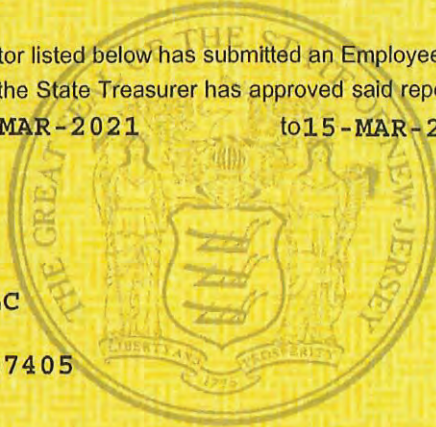
Certification 39523

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-MAR-2021** to **15-MAR-2028**

MILLENIUM STRATEGIES LLC
60 COLUMBIA ROAD
MORRISTOWN NJ 07405



A handwritten signature in cursive script, reading "Elizabeth Maher Muoio", is positioned above the printed name.

ELIZABETH MAHER MUOIO
State Treasurer



State of New Jersey

PHIL MURPHY
Governor

DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE & ENTERPRISE SERVICES
P.O. BOX 026

SHEILA OLIVER
Lt. Governor

TRENTON, NJ 08625-034
PHONE: 609-292-2146 FAX: 609-984-6679

ELIZABETH MAHER MUOIO
State Treasurer

APPROVED

under the
Small Business Set-Aside Act

This certificate acknowledges MILLENNIUM STRATEGIES LLC as a Category 2 approved Small Business (SBE) that has met the criteria established by N.J.A.C. 17:13 and/or 17:14..

This registration will remain in effect for three years. Annually the business must submit, not more than 60 days prior to the anniversary of the registration notice, an annual verification statement in which it shall attest that there is no change in the ownership, revenue eligibility or control of that business.

If the business fails to submit the annual verification statement by the anniversary date, the SBE registration will lapse and the business SBE status will be revoked in the New Jersey Selective Assistance Vendor information (NJSAVI) database that lists registered Small businesses. If the business seeks to be registered again, it will have to reapply and complete a new application



Peter Lowicki
Deputy Director

Issued: 10/10/2020
Certification Number: A0125-62

Expiration: 10/10/2023

APPENDIX A
AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The contractor and the Township of West Orange, (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. §12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.



Proposal

RFP for Grant Writing Services

Submission Deadline: **Tuesday, July 11, 2023 at 11:00AM**

Recipient:

Panayiota Reynolds

Township of West Orange

66 Main Street, Room 111

West Orange, New Jersey 07052

In accordance with and subject to all stipulations, conditions, requirements, and instructions so far as they relate to this proposal are made part of it, submit my quote for services described:

I submit the following annual cost of services:

\$3,900.00 per month retainer fee not
\$ to exceed \$46,800.00 per annum.

Three thousand nine hundred dollars per month retainer fee, not to exceed
fourty six thousand eight hundred dollars per annum

DOLLAR AMOUNT IN WRITING

In addition to the base proposal, the Township requests proposers respond to this Add-Alternate to provide State and County Grant Administration Services on an as needed basis. This service includes assistance with the execution of grant agreements and the preparation/submission of programmatic and financial reports. This service does not include project management, tracking or record retention services. This service will only be provided when requested in writing and mutually agreed to by the proposer. The propose reserves the right to reject any grant administration task at any time for any reason, as long as it notifies the Township in sufficient time to transfer responsibility back to the Township to complete the responsibilities in a timely manner.

Hourly Rate \$150.00

NAME : Edward Farmer

Date: 07/06/2023

ADDRESS: 60 Columbia Road, Building B, Suite 230

Morristown, NJ, 07960

EMAIL: efarmer@m-strat.com

PHONE: (973) 226-3329

BY 

(Signature authorized to execute a contract)

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Millennium Strategies LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► **P**

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see Instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See Instructions.

60 Columbia Road, Building B, Suite 230

6 City, state, and ZIP code

Morristown, NJ, 07960

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type.
See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

2 0 - 3 7 4 9 8 6 4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ►

03/22/23

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What Is backup withholding, later.

Political Contribution Disclosure Statement Pursuant to Chapter 2, Section 68 of the Revised General Ordinances of the Township of West Orange

Pursuant to Section 2-68.1 of the Revised General Ordinances of the Township of West Orange, please set forth below all political contributions in cash or in kind of two hundred (\$200.00) dollars or more made within five (5) years of the date of acceptance of a proposal for a negotiated contract with the Township of West Orange, or within five (5) years of the notice of award for a bid contract with the Township of West Orange, either directly or indirectly, by the individuals or any of the principals of the business entity completing this form or by the business entity itself, to any elected official of the Township of West Orange currently in office or any political organization affiliated with an elected official of the Township currently in office.¹

<u>Name of Individual/Entity Making Contribution</u>	<u>Amount of Contribution</u>	<u>Recipient of Contribution</u>	<u>Date of Contribution</u>
Millennium Strategies LLC	\$1,500.00	Susan McCartney for Mayor	10/27/2022
Partners: Edward Farmer/Susan Scavone			
All contributions split between parties			

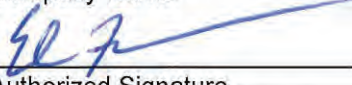
If you have NOT made any contributions within the scope of Section 2-68.1, as set forth above, please X the line to the right.	NONE
	—

I hereby certify under penalty of perjury that the information provided herein is true and accurate to the best of my knowledge, information and belief.

The current elected officials of the Township include the following: Mayor Susan McCartney, Councilman Bill Rutherford, Councilwoman Michelle Casalino, Councilwoman Tammy Williams, Councilwoman Asmeret Ghebremicael and Councilwoman Susan Scarpa .

Millennium Strategies LLC

Company Name



Authorized Signature

Edward Farmer, President and CEO

Printed Name

07/06/2023

Date

Prohibited Russia-Belarus Activities & Iran Investment Activities

Person or Entity

Millennium Strategies LLC

Part 1: Certification

COMPLETE PART 1 BY CHECKING **ONE OF THE THREE BOXES BELOW**

Pursuant to law, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, for goods or services must complete the certification below prior to contract award to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list or Chapter 25 list as a person or entity engaging in prohibited activities in Russia, Belarus or Iran. Before a contract for goods or services can be amended or extended, a person or entity must certify that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list. Both lists are found on Treasury's website at the following web addresses:

<https://www.nj.gov/treasury/administration/pdf/RussiaBelarusEntityList.pdf>

www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf.

As applicable to the type of contract, the above-referenced lists must be reviewed prior to completing the below certification.

A person or entity unable to make the certification must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran. The person or entity must cease engaging in any prohibited activities and provide an updated certification before the contract can be entered into.

If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may be provided by law, rule, or contract, including but not limited to imposing sanctions, seeking compliance, recovering damages, declaring the party in default, and seeking debarment or suspension of the party.

CONTRACT AWARDS AND RENEWALS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate appears on the N.J. Department of Treasury's lists of entities engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3 or in investment activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

CONTRACT AMENDMENTS AND EXTENSIONS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate is listed on the N.J. Department of the Treasury's lists of entities determined to be engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

IF UNABLE TO CERTIFY



I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate is listed on the Department's Russia-Belarus list and/or Chapter 25 Iran list. I will provide a detailed, accurate, and precise description of the activities as directed in Part 2 below, and sign and complete the Certification below. Failure to provide such will prevent the award of the contract to the person or entity, and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

Part 2: Additional Information

PLEASE PROVIDE FURTHER INFORMATION RELATED TO PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS AND/OR INVESTMENT ACTIVITIES IN IRAN.

You must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran in the space below and, if needed, on additional sheets provided by you.



Part 3: Certification of True and Complete Information

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there, to the best of my knowledge, are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.

*I acknowledge that the **Township of West Orange** is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the **Township of West Orange** to notify the **Township of West Orange** in writing of any changes to the answers of information contained herein.*

*I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the **Township of West Orange** and that the **Township of West Orange** at its option may declare any contract(s) resulting from this certification void and unenforceable.*

Full Name (Print)	Edward Farmer	Title	President and CEO
Signature		Date	07/06/2023

TOWNSHIP OF WEST ORANGE
ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following addenda:

Please assign the number, date and initial.

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (Initial)
------------------------	--------------	---

☒ No addenda was/were received.

Acknowledged for: Millennium Strategies LLC
(Company Name)

By: 
(Signature of Authorized Representative)

Name: Edward Farmer
(Print)

Title: President and CEO

Date: 07/06/2023

AFFIDAVIT OF NON-COLLUSION

The undersigned bidder of full age, being duly sworn according to law depose and hereby specifically certifies that:

A. To the best of the bidder's knowledge and belief, the annexed bid proposal for this project has not been prepared in collusion with any other bidder of like item or services and the prices, discounts, terms and conditions thereof have not been directly or indirectly communicated by or on behalf of the bidder to any person other than the recipient of the bid and will not be communicated to any person prior to the official opening of the bid.

B. The bidder fully understands that no premiums, rebates, or gratuities are permitted either with, prior to, or after signing of contract. Any violation will result in cancellation and removal from the bid list.

C. The bidder further certifies that the undersigned has the necessary authority, to sign this stipulation stating that the bidder has not entered into any agreement, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

All references to the bidder are understood to include the undersigned and all principals, partners and officers of the bidder.

Date: 07/06/2023


(Signature)

Edward Farmer, President and CEO
(Name and Title)

Millennium Strategies LLC
(Company)

60 Columbia Road, Building B, Suite 230
(Address)

Morristown, NJ, 07960

(Corporate Seal)

Subscribed and sworn to before me

this 6th day of July, 2023

Notary Seal

JESSICA CARVAJAL
Notary Public, State of New Jersey
Commission # 50161874
My Commission Expires 06/03/2026


Jessica Carvajal
Human Resources Generalist

INSURANCE REQUIREMENTS AND ACKNOWLEDGEMENT FORM

Certificate(s) of Insurance shall be filed with the Municipal Clerk's Office upon award of contract by the Mayor and Township Council.

The minimum amount of insurance to be carried by the Professional Service Entity shall be as follows:

PROFESSIONAL LIABILITY INSURANCE

Limits shall be a minimum of \$1,000,000.00 for each claim and \$1,000,000.00 aggregate each policy period.

Acknowledgement of Insurance Requirement:

Millennium Strategies LLC



(Signature)

07/06/2023

(Date)

Edward Farmer, President and CEO

(Printed Name and Title)



MILLSTR-01

MLESZCZYNSKI

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/26/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure, LLC 100 Passaic Ave, Suite 120 Fairfield, NJ 07004-3508	CONTACT NAME: Dianne DeMott Levi	
	PHONE (A/C, No, Ext): (973) 797-0841 1168 FAX (A/C, No):	
	E-MAIL ADDRESS: DLevi@acrisure.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Hartford Insurance Company of Midwest	37478
	INSURER B: Sentinel Insurance Company Ltd	11000
	INSURER C: Twin City Fire Insurance Company	29459
	INSURER D: RLI Insurance Company	13056
	INSURER E:	
	INSURER F:	

INSURED
Millennium Strategies LLC
60 Columbia Road, Bldg. B
Ste 230
Morristown, NJ 07960

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			13SBAIL8856	2/28/2023	2/28/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			13SBAIL8856	2/28/2023	2/28/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			13SBAIL8856	2/28/2023	2/28/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		13WECTC8758	3/1/2023	3/1/2024	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Directors & Officers			13KB0381514-23	5/20/2023	5/20/2024	Limit 1,000,000
D	Errors & Omissions			RTP0028688	3/1/2023	3/1/2024	Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

PROOF OF INSURANCE

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

REFERENCES

Municipal Government References

Township Of Middletown

Name: Stephanie Teoli Kuhls
Title: Township Manager
Phone: 215-750-3836
Email: steoli@middletownbucks.org
Address: 3 Municipal Way, Langhorne, PA, 19047
Services: Grant Consulting Service

Township Of Falls

Name: Matthew Takita
Title: Township Manager
Phone: 215- 949-9000
Email: m.takita@fallstwp.com
Address: 188 Lincoln Hwy, Fairless Hills, PA, 19030
Service: Grant Consulting Service

Town of Monroe

Name: Tony Cardone
Title: Town Supervisor
Phone: 845-742-0769
Email: tcardone@monroeny.org
Address: 1465 Orange Tpke, Monroe, NY, 10950
Service: Grant Consulting Service

City Of Paterson

Name: Kathleen Long
Title: Business Administrator
Phone: 973-321-1556
Email: klong@patersonnj.gov
Address: 155 Market St, Paterson, NJ, 07505
Services: Grant Consulting Services

City of Hackensack

Name: Vincent Caruso
Title: City Manager
Phone: 201-646-3980
Email: citymanager@hackensack.org
Address: 65 Central Ave, Hackensack, NJ, 07601
Services: Grant Consulting Services

City Of Hoboken

Name: Caleb Stratton
Title: Assistant Business Administrator
Phone: 201-420-2000
Email: cstratton@hobokennj.gov
Address: 94 Washington St, Hoboken, NJ, 07030
Services: Grant Consulting Services

Township Of Harrison

Name: Mike Amodeo
Title: Town Engineer
Phone: 914-670-3102
Email: mamodeo@harrison-ny.gov
Address: 1 Heinman Pl, Harrison, NY, 10528
Services: Grant Consulting Services

Village Of Port Chester

Name: Curt LaValla, AICP
Title: Director of Planning
Phone: 914-937-1556
Email: clavalla@portchesterny.gov
Address: 222 Grace Church St, Port Chester, NY, 10573
Services Grant Consulting Services

Borough of Franklin Lakes

Name: Greg Hart
Title: Borough Administrator
Phone: 201-891-4000
Email: ghart@franklinlakes.org
Address: 480 DeKorte Dr, Franklin Lakes, NJ, 07417
Services: Grant Research Portal Service

Township of Ocean

Name: David G. Brown, II
Title: Township Manager
Phone: 732-531-5000
Email: manager@oceantwp.org
Address: 399 Monmouth Rd, Oakhurst, NJ, 07755
Services: Grant Research Portal Service

Borough of North Caldwell

Name: Kevin O'Sullivan
Title: Borough Administrator
Phone: 973-228-6410
Email: kosullivan@northcaldwell.org
Address: 141 Gould Ave, North Caldwell, NJ, 07006
Services: Grant Research Portal Service

Township of Verona

Name: Joseph D'Arco
Title: Township Manager
Phone: 973-857-4767
Email: jdarco@veronanj.org
Address: 600 Bloomfield Ave, Verona, NJ, 07044
Services: Grant Research Portal Service

County Government References

County Of Camden

Name: Holly Cass
Title: Deputy County Administrator
Phone: 856-255-5358
Email: hcass@camdencounty.com
Address: 520 Market St, Camden, NJ 08012
Services: Grant Consulting Service

County Of Middlesex

Name: John Carrol
Title: Director of Public and Government Affairs
Phone: 732-745-3000
Email: John.carrol@co.middlesex.nj.us
Address: 75 Bayard St, New Brunswick, NJ 08901
Services: Grant Consulting Service

County Of Rockland

Name: Jose Guillermo Rosa
Title: Deputy County Executive
Phone: 845-638-5122
Email: rosag@co.rockland.ny.us
Address: 11 New Hempstead Rd, New City, NY, 10956
Services: Grant Consulting Services

County of Hudson

Name: Craig Guy
Title: Chief of Staff to County Executive
Phone: 201-795-6000
Email: cguy@hcnj.us
Address: 567 Pavonia Ave, Jersey City, NJ, 7306
Services: Grant Consulting Services

Board Of Education References

Roselle Board of Education

Name: Anthony Juskiwicz
Title: Business Administrator/Board Secretary
Phone: 908-298-2040
Email: ajuskiwicz@roselleschools.org
Address: 710 Locust St, Roselle, NJ, 07203
Services: Grant Consulting Services

Fairview Board of Education

Name: John Bussanich
Title: Business Administrator
Phone: 201-943-0564
Email: jbussanich@fairviewps.org
Address: 130 Hamilton Ave, Fairview, NJ, 07022
Services: Grant Consulting Services

Englewood Board of Education

Name: Cheryl Balletto
Title: Business Administrator/Board Secretary
Phone: 201-862-6271
Email: cballetto@epsd.org
Address: 274 Knickerbocker Rd, Englewood, NJ, 07631
Services: Grant Research Portal Service

North Bergen Board of Education

Name: Dr. George J. Solter Jr.
Title: Superintendent of Schools
Phone: 201- 868-1000
Email: citymanager@hackensack.org
Address: 7317 Kennedy Blvd, North Bergen, NJ, 07047
Services: Grant Research Portal Services

Nutley Board of Education

Name: David DiPisa
Title: Business Administrator
Phone: 973-661-8799
Email: ddipisa@nutleyschools.org
Address: 315 Franklin Ave, Nutley, NJ, 07110
Services: Grant Research Portal Services

Middletown Board of Education

Name: Amy Doherty, CPA
Title: Business Administrator
Phone: 732-671-3850
Email: dohertya@middletownk12.org
Address: 834 Leonardville Rd, Leonardo, NJ, 07737
Services: Grant Research Portal Services

CURRENT/PREVIOUS PUBLIC SECTOR CLIENTS

Client	County	Address	Length of Service	Service	Primary Contact	Title	Email Address	Telephone Number	Millennium Contact
Aberdeen	Monmouth	1 Aberdeen Square, Aberdeen, NJ, 07747	04/2022 - Present	Grant Portal	Bryan Russell	Municipal Administrator	bryan.russell@aberdeennj.org	732-583-4200	Katie Kocher - Deputy Director
Bayonne	Hudson	630 Avenue C Bayonne, NJ, 07002	05/2009 - Present	Grant Consulting	Melissa Mathews	Municipal Administrator	mmathews@BayNJ.org	201-858-6109	Laura Wintroub - Director
Bayonne BOE	Hudson	669 Avenue A, Bayonne, NJ, 07002	07/2021 - Present	Grant Portal	Dan Castles	School Administrator	dcastles@bboed.org	201-858-5560	Katie Kocher - Deputy Director
Barrington	Camden	229 Trenton Ave, Barrington, NJ, 08007	09/2022 - 03/2023	Grant Portal	Kyle Hanson	Council President	khanson@barringtonboro.com	856-547-0706	Peter Bianos - Director
Beacon	Dutchess	1 Municipal Plaza Beacon, NY, 12508	06/2016 - 12/2019	Grant Consulting	Anthony Ruggiero	Municipal Administrator	aruggiero@cityofbeacon.org	845-838-5009	David Jenkins - Director
Belleville	Essex	152 Washington Avenue Belleville, NJ, 07109	06/16 - Present	Grant Consulting	Anthony Iacono	Municipal Administrator	aiacono@bellevilleni.org	973-450-3322	Chris Sprague - Director
Belleville	Essex	152 Washington Avenue Belleville, NJ, 07109	06/2016 - Present	Disaster Recovery	Gerard Corbo	Municipal Administrator	aiacono@bellevilleni.org	973-450-3322	Susan Scavone - Principal
Belleville BOE	Essex	56 Ralph Street Belleville, NJ, 07109	01/22 - Present	Grant Portal	Matthew Paladino	Municipal Administrator	matthew.paladino@bellevilleschools.org	973-450-3500	Katie Kocher - Deputy Director
Belmar	Monmouth	601 Main Street, Belmar, NJ, 07719	05/23 - Present	Grant Consulting	Kevin Kane	Borough Administrator	kkane@belmar.com	732-681-3700	Ed Farmer - CEO
Bergen County	Bergen	1 Bergen County Plaza Hackensack, NJ, 07601	01/17 - Present	Grant Consulting	Michele Dilorgi	Chief of Staff	MDilorgi@co.bergen.nj.us	201-336-7311	Chris Sprague - Director
Bergenfield	Bergen	198 North Washington Avenue, Bergenfield, NJ, 07621	05/2015 - Present	Grant Consulting	Corey Gallo	Municipal Administrator	boroadmin@bergenfield.com	201-387-4055 ext. 6	Laura Wintroub - Director
Big Brothers and Big Sisters of WC	Westchester	10 Midland Avenue, Port Chester, NY, 10573	01/2022 - 12/2022	Grant Consulting	Valerie Brown	CEO	vbrown@bbbswp.org	914-649-9853	David Jenkins - Director
Bloomfield	Essex	1 Municipal Plaza, Bloomfield, NJ, 07003	02/2007 - Present	Grant Consulting	Anthony Dezenzo	Municipal Administrator	adezenzo@bloomfieldtwpnj.com	973-680-4006	Catherine Kapura - Director
Bogota	Bergen	375 Larche Avenue, Bogota, NJ, 07603	02/2020 - Present	Grant Consulting	Consuelo Carpenter	Council President	ccarpenter@bogotaonline.org	201-342-1736	Chris Sprague - Director
Bound Brook	Somerset	Hamilton Street, Bound Brook, NJ, 07006	01/2016 - Present	Grant Consulting	Hector Herrera	Municipal Administrator	hherrera@boundbrook-nj.org	732-893-8520	Laura Wintroub - Director
Bradley Beach	Monmouth	701 Main Street, Bradley Beach, NJ, 07720	05/2020 - 05/2022	Grant Portal	David Brown	Municipal Administrator	dbrown@bradleybeachnj.gov	732-776-2999 ext. 1012	Katie Kocher - Deputy Director
Brookhaven	Suffolk	1 Independence Hill, Farmingville, NY, 11738	01/2022 - Present	Grant Consulting	Tamara Branson	Commissioner of Finance	tbranson@brookhavenny.gov	631-451-6681	David Jenkins - Director
Burlington County	Burlington	49 Rancoas Road, Mount Hilly, NJ, 08060	05/2020 - Present	Grant Consulting	Eve Cullinan	County Administrator	ecullinan@co.burlington.nj.us	609-265-5020	Chris Sprague - Director
Caldwell	Essex	1 Provost Square, Caldwell, NJ, 07006	11/2021 - 12/2022	Grant Portal	Thomas Banker	Municipal Administrator	tbanker@caldwell-nj.com	973-403-4634	Katie Kocher - Deputy Director
Camden City	Camden	520 Market Street, Camden, NJ, 08102	04/2023 - Present	Grant Consulting	Tim Cunningham	Business Administrator	busadmin@ci.camden.nj.us	856-757-7150	Ed Farmer - CEO
Camden County	Camden	520 Market Street, Camden, NJ, 08102	05/2015 - Present	Grant Consulting	Holly Cass	Deputy County Administrator	Holly.Cass@camdencounty.com	856-225-5358	Catherine Kapura - Director

Carmel	Putnam	60 McAlpin Avenue, Mahopac, NY, 10541	04/2020 - Present	Grant Consulting	Bob Schanil	Board Member	rs@ci.carmel.ny.us	914-557-8883	David Jenkins - Director
Carteret	Middlesex	61 Cooke Ave, Carteret, NJ, 07008	03/2022 - Present	Grant Consulting	Michael Sica	Chief of Staff	sicam@carteret.net	732-541-3801	Laura Wintroub - Director
Chatham	Morris	54 Fairmount Avenue, Chatham, NJ, 07928	04/2023 - Present	Grant Portal	Stephen Williams	Borough Administrator	swilliams@chathamborough.org	973-635-0674	Peter Blancos - Director
Chester	Orange	222 Grace Church Street, Port Chester NY, 10573	10/2015- Present	Grant Consulting	Brandon Holdridge	Board Member	bholdridge@thetownofchester.com	845-699-0161	David Jenkins - Director
Cliffside Park	Bergen	525 Palisades Avenue, Cliffside Park, NJ, 07010	01/2021 - Present	Grant Consulting	Joseph Rutch	Municipal Administrator	irutch@cliffsidparknj.gov	(201) 945- 3456	Catherine Kapura - Director
Cliffside Park	Bergen	525 Palisades Avenue, Cliffside Park, NJ, 07010	07/2020 - Present	Disaster Recovery	Joe Rutch	Municipal Administrator	irutch@cliffsidparknj.gov	201-945-3456	Susan Scavone - Principal
Cliffside Park BOE	Bergen	525 Palisades Avenue, Cliffside Park, NJ, 07010	05/2021 - 05/2022	Grant Portal	Louis Alfano	Municipal Administrator	lalfano@cliffsidpark.edu	201-313-2315	Katie Kocher - Deputy Director
Clinton Town	Hunterdon	43 Leigh Street, Clinton, NJ, 08809	05/2023 - Present	Grant Portal	Janice Kovach	Mayor	jkovach@clintonnj.gov	908-735-8616	Bernadette McPherson - Director
Clinton Township	Hunterdon	1225 Route 31 South, Lebanon, NJ, 08833	10/2022 - Present	Grant Portal	William Close	Interim Township Administrator	admin@clintontownshipnj.org	908-735-8800	Katie Kocher - Deputy Director
Closter	Bergen	295 Closter Dock Road, Closter, NJ, 07624	03/2020- Present	Grant Portal	Erik Lenader	Municipal Administrator	boroadmin@closternj.us	201-784-0600	Katie Kocher - Deputy Director
Cranford HMGP	Union	8 Springfield Avenue, Cranford, NJ, 07016	03/2020 - Present	Disaster Recovery	Jamie Cryan	Municipal Administrator	i-cryan@cranfordnj.org	908-709-7205	Susan Scavone - Principal
Cresskill	Bergen	67 Union Avenue, Cresskill, NJ, 07626	05/2020 - Present	Disaster Recovery	Christopher Uishoefer	Municipal Administrator	cushoefer@cresskillboronj.org	201-568-3041	Susan Scavone - Principal
Dover	Morris	37 N. Sussex Street, Dover, NJ, 07801	09/2012- Present	Grant Consulting	John O. Bennett	Municipal Administrator	jbennett@dover.nj.us	973-366-2200 ext. 1127	Catherine Kapura - Director
Dumont	Bergen	80 West Madison Avenue, Dumont, NJ, 07029	03/2018- Present	Grant Consulting	Chris Tully	Municipal Administrator	ctully@dumontboro.org	201-387-5023	Catherine Kapura - Director
Dumont	Bergen	80 West Madison Avenue, Dumont, NJ, 07029	05/2020 - Present	Disaster Recovery	Issa Abbasi	Chief Financial Officer	iabbasi@dumontboro.org	201-837-1600	Susan Scavone - Principal
East Newark	Essex	34 Sherman Avenue, East Newark, NJ, 07029	06/2020- 06/2021	Disaster Recovery	Scottie Jimenez	Assistant to Mayor	media@boroughofeastnewark.com	973-481-2902 ext 1111	Susan Scavone - Principal
East Orange	Essex	44 City Hall Plaza, East Orange, NJ, 07019	07/2014- Present	Grant Consulting	Solomon Steplight	Municipal Administrator	Solomon.Steplight@eastorange-nj.gov	973-518-4511	Chris Sprague - Director
Edgewater	Bergen	55 River Road, Edgewater, NJ, 07020	06/2008- Present	Grant Consulting	Gregory Franz	Municipal Administrator	gfranz@edgewaternj.org	201-943-1700 ext. 3131	Catherine Kapura - Director
Edison	Middlesex	100 Municipal Blvd, Edison, NJ, 08817	09/2016- Present	Grant Consulting	Matthew Watkins	Municipal Administrator	mwatkins@edisonnj.gov	732-248-7298	Laura Wintroub - Director
Edison	Middlesex	100 Municipal Blvd, Edison, NJ, 08817	05/2020 - Present	Disaster Recovery	Ken Schreck	Police Captain	kschreck@edisonpd.org	732-248-7457	Susan Scavone - Principal
Elmwood Park	Bergen	182 Market Street, Elmwood Park, NJ, 07407	03/2017- Present	Grant Consulting	Michael Foligno	Municipal Administrator	mfoligno@elmwoodparknj.us	(201) 796- 1833	Chris Sprague - Director
Englewood	Bergen	2-10 North Van Brunt Steet, Englewood, NJ, 07631	07/2013 - Present	Grant Consulting	Sonia Alves- Viveiros	Municipal Administrator	salves-viveiros@cityofenglewood.org	201-510-8206	Laura Wintroub - Director

Englewood	Bergen	2-10 North Van Brunt Street, Englewood, NJ, 07631	6/2020 - Present	Disaster Recovery	Michael Kaufmann	Chief Financial Officer	mkaufmann@cityofenglewood.org	201-871-6602	Susan Scavone - Principal
Englewood BOE	Bergen	274 Knickerbocker Road, Englewood, NJ, 07631	08/2021-Present	Grant Portal	Cheryl Balletto	Business Administrator	cballetto@epsd.org	201-862-6271	Katie Kocher - Deputy Director
Essex County Parks	Essex	115 Clifton Avenue, Newark, NJ 07104	09/2016-Present	Grant Consulting	Josh Zaltz	Contract Administrator	izaltz@parks.essexcountynj.org	201-207-5504	Katie Kocher - Deputy Director
Essex Sheriff	Essex	50 West Market Street, Newark, NJ 07102	07/2016-Present	Grant Consulting	James Spango	Police Chief	JSpango@EssexSheriff.com	973-621-4149	Katie Kocher - Deputy Director
Evesham	Burlington	984 Tuckerton Road, Marlton, NJ 08053	01/2020-Present	Grant Consulting	Robert Corrales	Municipal Administrator	corralesr@evesham-nj.gov	856-983-2900	Chris Sprague - Director
Fair Lawn	Bergen	8-01 Fair Lawn Avenue, Fair Lawn, NJ, 07410	03/2019-Present	Grant Consulting	Jim Van Kruiningen	Municipal Administrator	Jvankruiningen@fairlawn.org	201-794-5310	Chris Sprague - Director
Fairview	Bergen	59 Anderson Avenue, Fairview, NJ 07022	08/2018-Present	Grant Consulting	Diane Testa	Municipal Administrator	dtesta@fairviewborough.com	201-943-3300 ext. 220	Laura Wintroub - Director
Falls	Bucks	188 Lincoln Highway, Fairless Hills, PA, 19030	04/2020-Present	Grant Consulting	Matthew Takita	Municipal Administrator	m.takita@fallstwp.com	215-949-9000 ext. 251	Catherine Kapura - Director
Fallsburg	Sullivan	19 Railroad Plaza, South Fallsburg, NY, 12779	06/2017 - 04/2020	Grant Consulting	Steve Vegliante	Supervisor	svegliante@fallsburgny.com	845-434-8810	David Jenkins - Director
Fanwood	Union	75 Martine Avenue North, Fanwood, NJ, 07023	01/2013-Present	Grant Consulting	Rayna Harris	Municipal Administrator	rharris@fanwoodnj.org	908-322-8236 ext. 142	Chris Sprague - Director
Fort Lee	Bergen	309 Main Street, Fort Lee, NJ 07024	08/2013-Present	Grant Consulting	Al Restaino	Municipal Administrator	a-restaino@fortlee-nj.org	201-592-3500	Laura Wintroub - Director
Franklin Lakes	Bergen	480 DeKorte Drive, Franklin Lakes, NJ, 07417	01/2017-Present	Grant Portal	Gregory Hart	Municipal Administrator	ghart@franklinlakes.org	201-891-4000	Katie Kocher - Deputy Director
Freehold	Monmouth	51 West Main Street, Freehold, NJ 07728	03/2020-Present	Disaster Recovery	Steve Gallo	Municipal Administrator	sgallo@freeholdboro.org	732-462-4200	Susan Scavone - Principal
Freehold BOE	Monmouth	280 Park Avenue, Freehold, NJ, 07728	05/2020 - Present	Disaster Recovery	Joe Howe	Superintendent	jhowe@freeholdboro.k12.nj.us	732-761-2100	Susan Scavone - Principal
Freehold	Monmouth	51 West Main Street, Freehold, NJ,	03/2020 - Present	Grant Consulting	Steve Gallo	Municipal Administrator	sgallo@freeholdboro.org	732-462-4200	Laura Wintroub - Director
Garfield	Bergen	111 Outwater Lane, Garfield, NJ 07026	01/2013-Present	Grant Consulting	Erin Delaney	Municipal Administrator	edelaney@garfieldnj.org	973-340-2000 ext. 5500	Laura Wintroub - Director
Glen Rock	Bergen	1 Harding Plaza, Glen Rock, NJ 07452	01/2017-Present	Grant Consulting	Lenora Benjamin	Municipal Administrator	lbeniamin@glenrocknj.net	201-670- 3956	Catherine Kapura - Director
Golden Door Charter School	Hudson	3044 JFK Boulevard, Jersey City, NJ, 07306	11/2013 - 05/2018	Grant Consulting	Paul Veleis	Business Administrator	pveleis@goldendoorschool.org	201-795-3308 ext 3424	Catherine Kapura - Director
Growing Stage	Morris	PO Box 36, Netcong, NJ, 07857	10/2015 - 3/2018	Grant Consulting	Stephen Fredericks	Executive Director	exdir@growingstage.com	973-347-4946	Catherine Kapura - Director
Guttenberg	Hudson	6808 Park Avenue, Guttenberg, NJ 07093	05/2016-Present	Grant Consulting	Cosmo Cirillo	Municipal Administrator	ccirillo@myguttenberg.com	201-868-2315 ex. 113	Laura Wintroub - Director
Hackensack	Bergen	65 Central Avenue, Hackensack, NJ 07602	02/2006-Present	Grant Consulting	Ryan Westra	Project Manager	rwestra@hackensack.org	(201) 646-3996	Laura Wintroub - Director
Haledon	Passaic	510 Belmont Avenue, Haledon, NJ 07508	03/2007-Present	Grant Consulting	Allan Susen	Municipal Administrator	asusen@haledonboronj.com	973-595-7766 ext. 103	Chris Sprague - Director
Hamilton	Mercer	2090 Greenwood Avenue, Hamilton, NJ 08650	09/2020-Present	Grant Consulting	Mark Murranko	Municipal Administrator	murranko@hamiltonnj.com	609-890-3510	Chris Sprague - Director

Hanover Fire District	Morris	PO Box 511, Cedar Knolls, NJ, 07927	08/2020 - Present	Disaster Recovery	Chad DiGiorgio	Chief		cdigiorgio@htrfd3.com	973-267-5659	Susan Scavone - Principal
Hanover Township	Morris	1000 Route 10, PO Box 250, Whippany, NJ, 07981	10/2020- Present	Disaster Recovery	Tom Quirk	OEM Coordinator		ocem@hanovertownship.com	973-428-2463	Susan Scavone - Principal
Harrison	Westchester	1 Heineman Place, Harrison, NY 10528	05/2015- Present	Grant Consulting	Mike Amodeo	Municipal Engineer		MAmodeo@harrison-ny.gov	914-670-3102	David Jenkins - Director
Harrison	Hudson	318 Harrison Avenue, Harrison, NJ, 07029	01/2022 - Present	Grant Consulting	Paul Zarbetski	Municipal Clerk		pizarbetski@townofharrison.com	973-268-2442	Chris Sprague - Director
Hillsdale	Bergen	380 Hillsdale Avenue, Hillsdale, NJ, 07642	08/2022 - Present	Grant Portal	David Troast	Borough Administrator		dtroast@hillsdalenj.org	201-666-4800	Katie Kocher - Deputy Director
Hillside	Union	1409 Liberty Avenue, Hillside, NJ, 07205	01/2018 - 01/2022	Grant Consulting	Hope Smith	Business Administrator		hsmith@hillsidenj.us	973-926-3002 ext. 333	Catherine Kapura - Director
Hoboken	Hudson	94 Washington Street, Hoboken, NJ 07030	03/2010- Present	Grant Consulting	Caleb Stratton	Assistant Business Administrator		cstratton@hobokennj.gov	201-420-2000	Chris Sprague - Director
Hopatcong	Sussex	111 River Styx Rd., Hopatcong, NJ 07843	03/2008- Present	Grant Consulting	Ron Tappan	Municipal Administrator		rtappan@hopatcong.org	973-770-1200 ext. 120	Laura Wintroub - Director
HOPES	Hudson	124 Grand Street, Hoboken, NJ 07030	08/2011- Present	Grant Consulting	Simona Ovanezian	CEO		sovanezian@hopes.org	201-656-3711	Chris Sprague - Director
Hudson County	Hudson	567 Pavonia Avenue, Jersey City, NJ 07306	06/2015- Present	Grant Consulting	Charlene Burke	Grants Analyst		cburke@hcni.us	201-369-3470 Ext 2769	Chris Sprague - Director
Jackson	Ocean	95 W Veterans Highway, Jackson, NJ 08527	10/2021 - 10/2022	Grant Portal	Terence Wall	Municipal Administrator		twall@jacksontwpnj.net	732-928-1200	Katie Kocher - Deputy Director
Jefferson	Morris	1033 Weldon Road, Lake Hopatcong, NJ 07849	05/2021- Present	Grant Portal	Debra Millikin	Municipal Administrator		dmillikin@jeffersontownship.net	(973) 208-6102	Katie Kocher - Deputy Director
Jersey City	Hudson	280 Grove Street, Jersey City, NJ, 07307	02/2014 - Present	Grant Consulting	Carmen Gandulla	Director of Finance		CGandulla@jcnj.org	201-547-5036	Chris Sprague - Director
Kearny	Hudson	402 Kearny Avenue, Kearny, NJ, 07032	01/2017 - 12/2017	Grant Consulting	Robert Smith	Business Administrator		rsmith@kearnynj.org	201-246-1418	Chris Sprague - Director
Kent	Putnam	25 Sybils Crossing, Kent Lakes, NY, 10512	11/20 - Present	Grant Consulting	Anne Campbell	Councilwoman		acampbell@townofkentny.gov	845-225-2177	David Jenkins - Director
Keyport	Monmouth	70 West Front Street, Keyport, NJ 07735	02/2015- 12/2022	Grant Consulting	Jay Delaney	Municipal Administrator		administrator@keyportonline.com	732-739-5123	Laura Wintroub - Director
Lambertville	Hunterdon	18 York Street, Lambertville, NJ, 08530	01/2021 - 12/2021	Grant Portal	Cindy Ege	City Clerk		cityclerk@lambertvilleni.org	609-397-0110 ext. 11	Katie Kocher - Deputy Director
Leonia	Bergen	312 Broad Avenue, Leonia, NJ, 07605	01/2018- Present	Grant Consulting	Andrea Wardrop	Municipal Administrator		awardrop@leonianj.gov	201-592-5780 ext. 225	Chris Sprague - Director
Leonia	Bergen	312 Broad Avenue, Leonia, NJ, 07605	06/2020 - Present	Disaster Recovery	Andrea Wardrop	Municipal Administrator		awardrop@leonianj.gov	201-592-5780	Susan Scavone - Principal
Little Falls	Passaic	225 Main Street, Little Falls, NJ, 07424	01/2018- Present	Grant Consulting	Charles Cuccia	Municipal Administrator		CCuccia@lfnj.com	973-890-4500	Chris Sprague - Director
Little Falls	Passaic	225 Main Street, Little Falls, NJ, 07424	05/2020 - Present	Disaster Recovery	Chuck Cuccia	Municipal Administrator		ccuccia@lfnj.com	973-890-4500	Susan Scavone - Principal
Lodi	Bergen	1 Memorial Drive, Lodi, NJ, 07644	11/2017- Present	Grant Consulting	Marc Schrieks	Municipal Administrator		mschrieks@lodi-nj.org	973-859-7402	Catherine Kapura - Director
Long Hill	Morris	915 Valley Road, Gillette, NJ 07933	09/2020- Present	Grant Portal	Nancy Malool	Municipal Administrator		administrator@longhillnj.gov	(908) 647-8000	Katie Kocher - Deputy Director
Lumberton	Burlington	35 Municipal Drive, Lumberton, NJ, 08048	01/2020- Present	Grant Portal	Jay Springer	Municipal Administrator		jspringer@lumbertontwp.com	609-267-3217	Katie Kocher - Deputy Director

Mamaroneck	Westchester	123 Mamaroneck Avenue Mamaroneck, NY 10543	08/2018- Present	Grant Consulting	Daniel Samoff	Municipal Manager	dsamoff@vomny.org	(914) 825-8129	David Jenkins - Director
Manchester	Ocean	Colonial Drive, Manchester, NJ, 08759	07/2020- Present	Grant Portal	Brandon Umba	Municipal Administrator	BUmba@manchestertwp.com	(609) 204-2867	Katie Kocher - Deputy Director
Metuchen	Middlesex	500 Main Street, Metuchen, NJ 08840	03/2018- Present	Grant Consulting	Melissa Perilstein	Municipal Administrator	mpirilstein@metuchen.com	732-632-8509	Laura Wintroub - Director
Metuchen	Middlesex	500 Main Street, Metuchen, NJ 08840	4/2020 - Present	Disaster Recovery	Art Flaherty	Police Sergeant	flaherty@metuchenpd.org	732-632-8500	Susan Scavone - Principal
Metuchen BOE	Middlesex	16 Simpson Place, Metuchen, NJ, 08840	5/2020 - Present	Disaster Recovery	Michael Harvier	School Administrator	mahavier@metboe.k12.nj.us	732-321-8700	Susan Scavone - Principal
Metuchen BOE	Middlesex	16 Simpson Place, Metuchen, NJ, 08840	07/2022 - Present	Grant Portal	Michael Harvier	School Administrator	mahavier@metboe.k12.nj.us	732-321-8700	Katie Kocher - Deputy Director
Middlesex County	Middlesex	75 Bayard Street, New Brunswick, NJ, 08901	08/2019- Present	Grant Consulting	John Pulomena	County Administrator	john.pulomena@co.middlesex.nj.us	732-745-3040	Laura Wintroub - Director
Middletown	Monmouth	One Kings Highway, Middletown, NJ 07748	03/2014- Present	Grant Consulting	Anthony Mercantante	Municipal Administrator	amercant@middletownnj.org	732-615-2010	Chris Sprague - Director
Middletown	Bucks	3 Municipal Way, Langhorne, PA 19047	01/2010- Present	Grant Consulting	Stephanie Teoli Kuhls	Municipal Administrator	steoli@middletownbucks.org	215-750-3800 ext. 1140	Catherine Kapura - Director
Middletown BOE	Monmouth	834 Leonardville Road, Leonardo, NJ, 07737	11/2020 - Present	Disaster Recovery	Amy Doherty	School Administrator	dohertya@middletownk12.org	732-671-3850	Susan Scavone - Principal
Middletown BOE	Monmouth	834 Leonardville Road, Leonardo, NJ, 07737	01/2021 - Present	Grant Portal	Amy Doherty	School Administrator	dohertya@middletownk12.org	732-671-3850	Katie Kocher - Deputy Director
Millstone BOE	Monmouth	5 Dawson Court, Millstone, NJ, 08535	06/2020 - Present	Disaster Recovery	Bernard Biesiada	School Administrator	bbiesiada@millstone.k12.nj.us	732-786-0950	Susan Scavone - Principal
Monroe	Orange	1465 Orange Turnpike, Monroe, NY, 10950	06/2019- Present	Grant Consulting	Tony Cardone	Supervisor	tcardone@monroeny.org	845-742-0769	David Jenkins - Director
Monroe	Orange	1465 Orange Turnpike, Monroe, NY, 10950	06/2019 - Present	Disaster Recovery	Tony Cardone	Supervisor	tcardone@monroeny.org	845-742-0769	David Jenkins - Director
Montague	Sussex	277 Clove Road, Montague, NJ, 07827	09/2022 - Present	Grant Portal	Dana Klinger	Deputy Clerk	deputyclerk@montaguenj.org	973-293-7300	Katie Kocher - Deputy Director
Montgomery	Orange	110 Bracken Road, Montgomery, NY, 12549	5/2020 - Present	Grant Consulting	Brian Maher	Supervisor	bmaher@townofmontgomery.com	845-457-2600	David Jenkins - Director
Montgomery	Somerset	2261 RT. 206, Belle Mead, NJ 08502	11/2021 - 12/2022	Grant Portal	Michael Pitts	Chief Financial Officer	mpitts@montgommernj.gov	908-359-8211	Katie Kocher - Deputy Director
Montvale	Bergen	12 DePiero Drive, Montvale, NJ, 07645	01/2023 - Present	Grant Portal	Joe Voytus	Borough Administrator	jvoytus@montvaleboro.org	201-391-5700	Katie Kocher - Deputy Director
Moonachie	Bergen	70 Moonachie Road, Moonachie, NJ 07074	01/2013- Present	Grant Consulting	Dennis Vaccaro	Mayor	dvaccaro@moonachie.us	201-641-113	Catherine Kapura - Director
Moonachie- FEMA	Bergen	70 Moonachie Road, Moonachie, NJ 07074	08/2019 - Present	Disaster Recovery	Dennis Vaccaro	Mayor	dvaccaro@moonachie.us	201-641-113	Susan Scavone - Principal
Morris	Morris	50 Woodland Avenue, Morristown, NJ 07960	05/2020 - Present	Grant Portal	Tim Quinn	Municipal Administrator	tquinn@morristwp.com	973-326-7360	Katie Kocher - Deputy Director
Morristown	Morris	200 South Street, Morristown, NJ, 07063	05/2020- 05/2021	Grant Consulting	Jillian Barrick	Municipal Administrator	j-barrick@townofmorristown.org	973-292-6625	Catherine Kapura - Director
Mount Arlington	Morris	419 Howard Blvd. Mt. Arlington, NJ 07856	02/2017- Present	Grant Consulting	Carolyn Rinaldi	Municipal Administrator	crinaldi@mtarlingtonboro.com	973-398-6832 x116	Katie Kocher - Deputy Director
Mount Holly	Burlington	23 Washington Street, Mount Holly, NJ, 08060	01/2019 - Present	Grant Consulting	Josh Brown	Municipal Administrator	jbrown@twp.mountholly.nj.us	609-845-1163	Chris Sprague - Director

Naussau County	Nassau	1550 Franklin Avenue, Mineola, NY, 11501	01/2019 - 01/2022	Grant Consulting	Allison Malhame	Director of Shared Services	amalhame@nassaucountyny.gov	516-571-5801	David Jenkins - Director
New Milford	Bergen	930 River Road, New Milford, NJ, 07450	02/2018 - Present	Grant Consulting	Christine Demiris	Municipal Administrator	cdemiris@newmilfordboro.com	(201) 519-5491	Catherine Kapura - Director
Newark CDC	Essex	111 Mulberry Street, Newark, NJ, 07102	02/2016 - 07/2017	Grant Consulting	Carmelo Garcia	Executive Vice President	cgarcia@newarkcdc.org	973-273-1040	Chris Sprague - Director
Newark Public Safety	Essex	480 Clinton Avenue, Newark, NJ, 07108	01/2020 - Present	Grant Consulting	Joseph Pastore	Police Captain	pastorej@ci.newark.nj.us	973-733-6340	Catherine Kapura - Director
NJ 4 C's	Passaic	2 Market Street, Paterson, NJ, 07501	04/2021 - Present	Grant Portal	Coleen Stevens	CEO	cporcher@4cspassaic.net	973-684-1904 X238	Katie Kocher - Deputy Director
North Bergen	Hudson	4233 Kennedy Blvd. North Bergen, NJ, 07047	01/2017 - Present	Grant Consulting	Janet Castro	Municipal Administrator	jcastro@northbergen.org	201-392-2027	Catherine Kapura - Director
North Bergen BOE	Hudson	7317 Kennedy Blvd. North Bergen NJ 07047	01/2017 - Present	Grant Portal	George Solter	Superintendent	gsolter@northbergen.k12.nj.us	(201) 868-1000	Katie Kocher - Deputy Director
North Caldwell	Essex	141 Gould Ave, North Caldwell, NJ 07006	01/2021 - Present	Grant Portal	Kevin O'Sullivan	Municipal Administrator	kosullivan@northcaldwell.org	(973)-228-6410 Ext. 101	Katie Kocher - Deputy Director
North Plainfield BOE	Somerset	33 Mountain Ave, North Plainfield, NJ, 07060	07/2022 - Present	Grant Portal	Filipe Luis	Assistant Superintendent	filipe_luis@nplainfield.org	908-769-6060	Katie Kocher - Deputy Director
Northvale	Bergen	116 Paris Avenue, Northvale, NJ 07647	03/2008 - 12/2022	Grant Consulting	Patrick Marana	Mayor	pmarana@boroughofnorthvale.com	201-767-3330	Catherine Kapura - Director
Nutley	Essex	1 Kennedy Drive, Nutley, NJ 07110	04/2009 - Present	Grant Consulting	Tom Evans	Commissioner	commissionerevans@nutlevni.org	973-284-4947	Chris Sprague - Director
Nutley	Essex	1 Kennedy Drive, Nutley, NJ 07110	4/2020 - Present	Disaster Recovery	Tom Evans	Commissioner	commissionerevans@nutlevni.org	973-284-4947	Susan Scavone - Principal
Nutley BOE	Essex	316 Franklin Avenue, Nutley, NJ, 07110	08/2021 - Present	Grant Portal	Dave Dipisa	Business Administrator	ddipisa@nutleyschools.org	973-661-3500	Katie Kocher - Deputy Director
Ocean	Monmouth	399 Monmouth Rd, Oakhurst, NJ 07755	03/2020 - Present	Grant Portal	David Brown	Municipal Administrator	DBGbrown@oceantwp.org	732-531-5031	Katie Kocher - Deputy Director
Oceanport	Monmouth	315 East Main Street, Oceanport, NJ, 07757	03/2013 - 12/2018	Grant Consulting	Jeanne Smith	Municipal Clerk	ismith@oceanportboro.com	732-222-8221	David Jenkins - Director
Old Bridge	Middlesex	1 Old Bridge Plaza, Old Bridge, NJ, 08857	12/2020 - Present	Grant Consulting	Himanshu Shah	Municipal Administrator	Himshah@oldbridge.com	732-721-5600	Catherine Kapura - Director
Oradell	Bergen	355 Kinderkamack Road, Oradell, NJ 07649	05/2017 - Present	Grant Consulting	Laura Lyons	Municipal Administrator	lyons@oradell.org	201-261-8200 ext. 246	Chris Sprague - Director
Orange	Essex	29N. Day Street, Orange, NJ 07050	10/2012 - Present	Grant Consulting	Chris Hartwyk	Municipal Administrator	chartwyk@orangenj.gov	973-952-6088	Chris Sprague - Director
Ossining	Westchester	16 Croton Avenue, Ossining, NY, 10562	09/2021 - Present	Grant Consulting	Dana Levenberg	Supervisor	dlievenberg@townofossining.com	914-762-6001	David Jenkins - Director
Palisades Park	Bergen	275 Broad Avenue, Palisades Park, NJ 07650	02/2017 - Present	Grant Consulting	Austin Ashley	Municipal Administrator	aashley@palisadesparknj.us	201-585-4100	Catherine Kapura - Director
Palmer	Northampton	3 Weller Place, Palmer, PA, 18045	05/2023 - Present	Grant Portal	Robert Williams	Township Manager	admin@palmerwp.com	610-253-7191	John Gaul - BD Rep
Paramus	Bergen	1 Jockish Square, Paramus, NJ, 07652	02/2013 - 01/2022	Grant Consulting	Joseph D'Arco	Municipal Administrator	idarco@paramusborough.org	201-265-2100	Catherine Kapura - Director
Park Ridge	Bergen	53 Park Avenue, Park Ridge, NJ, 07656	03/2015 - 02/2018	Grant Consulting	Julie Falkenstern	Municipal Administrator	jfalkenstern@parkridgeboro.com	201-822-3164	Chris Sprague - Director

Parsippany	Morris	1001 Parsippany Boulevard Parsippany-Troy Hills, NJ 07054	01/2018- Present	Grant Consulting	Frederick Carr	Municipal Administrator	FCarr@Parsippany.net	973-263-4391	Laura Wintroub - Director
Passaic City	Passaic	330 Passaic Street, Passaic, NJ 07055	12/2009- Present	Grant Consulting	Rick Fernandez	Municipal Administrator	rfernandez@cityofpassaicnj.gov	973-365-5513	Chris Sprague - Director
Passaic City	Passaic	330 Passaic Street, Passaic, NJ 07055	05/2020 - Present	Disaster Recovery	Omar Garcia	Director of Finance	ojgarcia@cityofpassaicnj.gov	973-365-5578	Susan Scavone - Principal
Passaic County	Passaic	401 Grand Street, Paterson, NJ 07055	09/2008- Present	Grant Consulting	Marc Seemon	Deputy County Administrator	mseemon@passaiccountynj.org	973-881-4407	Catherine Kapura - Director
Passaic County One Stop	Passaic	200 Memorial Drive, Paterson, NJ, 07055	03/2015 - 08/2017	Grant Consulting	Lauren Murphy	Executive Director	jmurphy@pcwdc.org	973-742-9226	Chris Sprague - Director
Paterson	Passaic	155 Market Street, Paterson, NJ, 07505	08/2018 - Present	Grant Consulting	Christian Callegari	Chief of Staff	callegeri@patersonnj.gov	973-321-1556	Chris Sprague - Director
Paterson	Passaic	155 Market Street, Paterson, NJ, 07505	04/2020 - Present	Disaster Recovery	Brian McDermott	Fire Chief	bmcdermott@patersonnj.gov	973-321-1400	Susan Scavone - Principal
Perth Amboy	Middlesex	260 High Street, Perth Amboy, NJ, 08861	08/2021- Present	Grant Consulting	Tashi Vazquez	Director of Economic Development	tvazquez@perthamboyNJ.org	(732) 826- 0290	Catherine Kapura - Director
Plainfield	Union	515 Watching Avenue, Plainfield, NJ, 07060	04/2019- Present	Grant Consulting	Ron West	Director of Finance	ron.west@plainfieldnj.gov	908-226-2578	Chris Sprague - Director
Pompton lakes	Passaic	25 Lenox Avenue, Pompton Lakes, NJ 07442	06/2007- Present	Grant Consulting	Kevin Boyle	Municipal Administrator	administrator@pomptonlakes-nj.gov	973-835-0143 ext239	Chris Sprague - Director
Pompton Lakes	Passaic	25 Lenox Avenue, Pompton Lakes, NJ 07442	04/2020 - Present	Disaster Recovery	Kevin Boyle	Municipal Administrator	administrator@pomptonlakes-nj.gov	973-835-0143 ext239	Susan Scavone - Principal
Port Chester	Westchester	222 Grace Church Street, Port Chester NY, 10573	10/2015- Present	Grant Consulting	Stuart Rabin	Village Administrator	srabin@portchesterny.gov	(914) 939- 2200	David Jenkins - Director
Poughkeepsie	Dutchess	1 Overlook Road, Poughkeepsie, NY, 12603	02/2021 - Present	Grant Consulting	Jay Baisley	Supervisor	jbaisley@townofpoughkeepsie-ny.gov	845-485-3607	David Jenkins - Director
Princeton	Mercer	400 Witherspoon Street, Princeton, NJ, 08540	06/2022 - Present	Grant Portal	Bernard Hvozdoic	Municipal Administrator	bhvozdoic@princetonnj.gov	609-924-5176	Katie Kocher - Deputy Director
Propel America	Philadelphia	East State Street, Trenton, NJ,08105	09/2021 - Present	Grant Portal	Katharine Galaxy	Director of Development	katharine.galaxy@propelamerica.org	646-505-9037	Katie Kocher - Deputy Director
Prospect Park	Passaic	106 Brown Avenue Prospect Park, NJ 07508	01/2018- Present	Grant Consulting	Intashan Chowdhury	Municipal Administrator	chowdhuryi@prospectpark.net	973-790-7902 ext. 532	Laura Wintroub - Director
Putnam Valley	Putnam	265 Oscawana Lake Rd, Putnam Valley, NY 10579	02/2021- Present	Grant Consulting	Jackie Annabi	Supervisor	ianabi@putnamvalley.com	845-526-2121	David Jenkins - Director
Rahway	Union	1 City Hall Plaza, Rahway, NJ 07065	05/2019- 12/2022	Grant Consulting	Jackie Foushee	Municipal Administrator	jfoushee@cityofrahway.com	732 - 827- 2001	Laura Wintroub - Director
Red Bank	Monmouth	90 Monmouth Street, Red Bank, NJ, 07701	06/2018- Present	Grant Consulting	Darren McConnel	Municipal Administrator	dmcconnell@redbanknj.org	732-530-2710	Laura Wintroub - Director
Red Bank BOE	Monmouth	76 Branch Avenue, Red Bank, NJ, 07701	06/2020 - Present	Disaster Recovery	Eileen Gorga	School Administrator	gorgae@rrb.k12.nj.us	732-758-1500	Susan Scavone - Principal
Ridgefield	Bergen	604 Broad Avenue, Ridgefield, NJ 07657	01/2015- Present	Grant Consulting	Ray Ramirez	Municipal Administrator	ramirez@ridgefieldboro.com	201-943-5342	Laura Wintroub - Director
Ridgefield Park	Bergen	234 Main Street, Ridgefield Park, NJ, 07660	06/2022 - Present	Grant Portal	William Gerken	Commissioner		201-641-4950	Katie Kocher - Deputy Director
Ridgewood	Bergen	131 North Maple Avenue, Ridgewood, NJ, 07450	11/2017 - 11/2019	Grant Consulting	Heather Mailander	Municipal Administrator	hmailander@ridgewoodnj.net	201-670-5500	Chris Sprague - Director

Rochelle Park	Bergen	151 West Passaic Street, Rochelle Park, NJ, 07662	01/2023 - Present	Grant Portal	Dean Pinto	Township Administrator	admin@rochelleparknj.gov	201-587-7730	Katie Kocher - Deputy Director
Rockland County	Rockland	50 Sanatorium Road, Pomona NY 10970	07/2017 - Present	Grant Consulting	Guillermo Rosa	Deputy County Executive	rosag@co.rockland.ny.us	845-638-5122	David Jenkins - Director
Roseland	Essex	140 Eagle Rock Road, Roseland, NJ, 07068	04/2020 - Present	Disaster Recovery	John Mathels	OEM Coordinator	jmathels@roselandnj.org	973-226-8080	Susan Scavone - Principal
Roselle BOE	Union	710 Locust Street, Roselle, NJ 07203	03/2010 - Present	Grant Consulting	Nathan Fisher	Superintendent	nfisher@roselleschools.org	908-298-2040 ext. 2041	Laura Wintroub - Director
Rye Brook	Westchester	938 Kind Street, Rye Brook, NY, 10573	06/2022 - Present	Grant Consulting	Chris Bradbury	Village Administrator	cbradbury@ryebrookny.org	914-939-0111	David Jenkins - Director
Rye City	Westchester	1051 Boston Post Road, Rye, NY, 10580	04/2018 - Present	Grant Consulting	Greg Ustry	Municipal Administrator	gusny@ryeny.gov	(914) 967-7411	David Jenkins - Director
Rye Town	Westchester	222 Grace Church Street, Port Chester, New York 10573	05/2019 - Present	Grant Consulting	Debbie Reisner	Councilwoman	dreisner@townofryeny.com	917-817-9796	David Jenkins - Director
Sea Bright	Monmouth	1099 Ocean Avenue, Sea Bright, NJ, 07760	01/2023 - Present	Grant Portal	Joseph Verruni	Borough Administrator	iverruni@seabrightnj.org	732-842-0099	Katie Kocher - Deputy Director
Secaucus	Hudson	1203 Paterson Plank Road, 2nd Floor, Secaucus, NJ 07094	01/2018 - Present	Grant Consulting	Gary Jeffas	Municipal Administrator	gjeffas@secaucus.net	201-330-2008	Laura Wintroub - Director
Sleepy Hollow	Westchester	28 Beekman Avenue Sleepy Hollow, NY, 10591	05/2019 - Present	Grant Consulting	Anthony Giaccio	Municipal Administrator	agiaccio@villageofsleepyhollow.org	(914) 366-5105	David Jenkins - Director
South Hackensack	Bergen	227 Phillips Avenue, South Hackensack, NJ 07606	01/2016 - Present	Grant Consulting	Donna Gambutti	Municipal Administrator	municipalclerk@southhackensacknj.org	201-440-1815	Catherine Kapura - Director
Sparta	Sussex	65 Main Street, Sparta, NJ, 07871	08/2013 - Present	Grant Consulting	Neil Spidaletto	Municipal Administrator	nsidaletto@spartapd.org	973-726-4011	Catherine Kapura - Director
Springfield	Union	100 Mountain Avenue, Springfield, NJ, 07081	03/2017 - 06/2019	Grant Consulting	John Cook	Municipal Administrator	john.cook@springfield-nj.us	973-912-2202	Chris Sprague - Director
Spring Valley	Rockland	200 North Main Street, Spring Valley, NY, 10977	05/1029 - Present	Grant Consulting	Nida Sharif	Director of Planning	nsharif@villageofspringvalley.org	845-608-9918	David Jenkins - Director
Stanhope	Sussex	77 Main Street, Stanhope, NJ 07874	07/2012 - Present	Grant Consulting	Brian McNeilly	Municipal Administrator	bmcneilly@stanhope.nj.gov	(973) 347-0159 Ext.14	Katie Kocher - Deputy Director
Summit	Union	512 Springfield Avenue, Summit, NJ 07901	09/2016 - Present	Grant Consulting	Michael Rogers	Municipal Administrator	mrogers@cityofsummit.org	908-522-3600	Catherine Kapura - Director
Sussex County	Sussex	1 Spring Street	05/2023 - Present	Grant Consulting	Ron Tappan	County Administrator	rtappan@sussex.nj.us	973-579-0250	Ed Farmer - CEO
Tarrytown	Westchester	1 Depot Plaza, Tarrytown, NY, 10591	10/2022 - Present	Grant Consulting	Alissa Fassman	Assistant Village Administrator	afassman@tarrytowngov.com	914-631-1785	David Jenkins - Director
T&M	Monmouth	11 Tindall Road, Middletown, NJ, 07748	01/2021 - Present	Grant Portal	Gail Lalla	Project Manager	glalla@tandmassociates.com	732-671-6400	Katie Kocher - Deputy Director
Teaneck	Bergen	818 Teaneck Road, Teaneck, NJ 07666	03/2017 - Present	Grant Consulting	Dean Kazinci	Municipal Administrator	dkazinci@teanecknj.gov	201-837-1600 Ext. 1001	Laura Wintroub - Director
Teaneck	Bergen	818 Teaneck Road, Teaneck, NJ 07666	05/2020 - Present	Disaster Recovery	Issa Abbassi	Chief Financial Officer	iabbassi@teanecknj.gov	201-837-1600 ext 1251	Susan Scavone - Principal

Tenafly	Bergen	100 Riveredge Road, Tenafly, NJ, 07670	12/2022 - Present	Grant Portal	Jimmy Homs	Borough Administrator	jhoms@tenafly.net	201-568-6100	Katie Kocher - Deputy Director
Totowa	Passaic	537 Totowa Road, Totowa, NJ 07512	03/2010- Present	Grant Consulting	Joseph Wassel	Municipal Administrator	jwassel@totowanji.org	(973) 956-1000 ext.1004	Catherine Kapura - Director
Totowa BOE	Passaic	10 Crews Street, Totowa, NJ, 07512	07/2019 - Present	Grant Portal	Patricia Capitelli	Superintendent	patricia.capitelli@totowa.k12.nj.us	973-956-0010	Katie Kocher - Deputy Director
Trenton	Mercer	319 East State Street, Trenton, NJ 08608	01/2019- Present	Grant Consulting	Nikki Mosgrove	Contract Administrator	nmosgrove@trentonnj.org	(609) 989-3103	Catherine Kapura - Director
Union County	Union	10 Elizabethtown Plaza, Elizabeth, NJ, 07207	03/2011- Present	Grant Consulting	Amy Wagner	Deputy County Manager	awagner@ucnj.org	908-527-4802	Chris Sprague - Director
Union County	Union	10 Elizabethtown Plaza, Elizabeth, NJ, 07207	01/2020 - Present	Grant Portal	Amy Wagner	Deputy County Manager	awagner@ucnj.org	908-527-4000	Katie Kocher - Deputy Director
Union	Union	1976 Morris Avenue, Union, NJ, 07083	01/2012 - 12/31/2019 01/2023 - Present	Grant Consulting	Don Travisano	Township Administrator	dtravisano@uniontownship.com	908-851-8501	Laura Wintroub - Director
Upper Freehold BOE	Monmouth	27 High Street, Allentown, NJ, 08501	05/2020 - Present	Disaster Recovery	Patrick Pisano	Assistant School Administrator	pisanop@ufnrd.net	609-259-7292	Susan Scavone - Principal
Verona	Essex	600 Bloomfield Avenue, Verona, NJ, 07044	03/2022 - Present	Grant Portal	Joseph D'Arco	Township Manager	jdarco@veronanj.org	973-857-4767	Peter Bianos - Director
Wayne	Passaic	475 Valley Road, Wayne, NJ, 07470	05/2021- Present	Grant Portal	Eileen Kuca	Director of Purchasing	kucae@WayneTownship.com	973-694-1800 ext. 3249	Katie Kocher - Deputy Director
West Orange	Essex	66 Main Street, West Orange, NJ, 07052	09/2016- Present	Grant Consulting	John Gross	Chief Financial Officer	jgross@westorange.org	(973) 325-4070	Catherine Kapura - Director
Wharton	Morris	10 Robert Street, Wharton, NJ, 07885	01/2020- Present	Grant Portal	Joe Kovalick	Municipal Administrator	jkovalick@whartonnj.com	973-361-8444 x2711	Katie Kocher - Deputy Director
Woodbridge	Middlesex	1 Main Street, Woodbridge, NJ, 07095	03/2014- Present	Research Only	Caroline Ehrlich	Chief of Staff	Caroline.ehrlich@twp.woodbridge.nj.us	732-602-6015	Katie Kocher - Deputy Director
Woodbury	Orange	511 NY-32, Highland Mills, NY, 10930	04/2020 - Present	Grant Consulting	Desiree Potvin	Municipal Clerk	dpotvin@woodburymv.ny.us	845-928-6829	David Jenkins - Director
Woodcliff Lake	Bergen	188 Pascack Road, Woodcliff Lake, NJ 07652	04/2014- Present	Grant Consulting	Tom Padilla	Municipal Administrator	admin@wcni.com	(201) 391-4977 ext.216	Catherine Kapura - Director
Woodland Park	Passaic	5 Brophy Lane, Woodland Park, NJ 07424	02/2012- Present	Grant Consulting	Keith Kazmark	Mayor	kkazmark@wpnj.us	973-345-8100	Chris Sprague - Director

STAFF BIOGRAPHIES

ED FARMER | PRESIDENT & CEO

Ed founded Millennium Strategies in 2005 with the goal of establishing a Company that provides governments with a comprehensive and aggressive approach to grant writing, research, and administration. As President, Ed is responsible for the oversight on all facets of Millennium's operation, with a focus on ensuring that the firm provides the best customer service in the industry. Prior to forming Millennium, Ed served as Chief of Staff to Congressman Bill Pascrell, Jr. (NJ-8). As the highest-ranking member of the team, Ed was responsible for running the daily operations of the Congressman's offices in Washington, D.C. and New Jersey. Congressman Pascrell's assignments on the House Transportation and Infrastructure Committee and the House Committee on Homeland Security have allowed Ed to gain invaluable insight into two issues that are critical for the State of New Jersey. Throughout his career, Ed has volunteered his time across New Jersey, including serving as the former President of the Passaic County Community College Board of Trustees and current member of its Foundation. Ed graduated from Bethany College in Bethany, West Virginia with a Bachelor of Arts Degree in Political Science.



SUSAN SCAVONE | PRINCIPAL

Sue joined the firm in 2005 as a Principal and has more than 30 years of experience in public outreach, grant writing, and governmental affairs. Through her time with Millennium, she has become the firm's leader on disaster recovery projects and funding procurement, securing her position as a regional expert in FEMA Public Assistance and Hazard Mitigation Grant Programs. Susan's knowledge of the field and existing relationships enable her to communicate effectively with multiple levels of stakeholders on complex projects, ensuring that all stages of a project are followed through in the most effective and efficient way possible. Prior to joining Millennium Strategies, Sue served as President of SMS Consulting Services, Inc. for ten years, where she provided governmental relations, grant procurement, and consulting services to both private and public sector clients. In addition Sue also served in the administration of Governor James J. Florio, on the staff of several members of the New Jersey Legislature, and in Essex County government. Sue is a graduate of Montclair State University where she received a Bachelor of Arts Degree in Political Science.



LISA MARTINEZ | DIRECTOR OF OPERATIONS

Lisa has been a member of the firm since 2006. In her role as Director of Operations, Lisa manages the day-to-day operations of Millennium. Prior to joining Millennium, she served as Field Director and Scheduler for Congressman Bill Pascrell, Jr. for nine years. In this critical position, Lisa was responsible for maintaining the Congressman's New Jersey schedule and managing all community outreach activities for the congressional office. She strategically coordinated field activities with the Congressman's legislative agenda and administered government relations issues with all state and local entities. Her organizational skills have helped Millennium become a leader within the government consulting industry.



DAVID JENKINS | DIRECTOR OF NEW YORK OPERATIONS

Dave has been a member of the firm since 2012. In his role as Director of New York Operations, Dave is responsible for overseeing all facets of the firm's New York operations and clients. His responsibilities include overseeing client management and grant writing operations, leading team members, developing and implementing policies and procedures, ensuring quality control and identifying and developing new business. Prior to this, Dave served as a Grants Manager working with cities and nonprofit organizations to secure grant funding for various projects and programs. Prior to joining the firm, Dave served as Chief of Staff to Assemblyman Joseph Cryan during his tenure as Chairman of the New Jersey Democratic State Committee, and Majority Leader of the New Jersey General Assembly. Dave graduated from Elon University where he received a Bachelor of Arts Degree in Political Science.



CHRISTOPHER SPRAGUE | DIRECTOR OF CLIENT SERVICES

Chris has been a member of the firm since 2010. In his role as Director of Client Services, Chris co-leads the service team working with New Jersey, Pennsylvania, and Delaware clients. His responsibilities include, but are not limited to: overseeing client management and grant writing operations, leading team meetings, developing and implementing policies and procedures, ensuring quality control, and managing data. Prior, Chris was a Senior Grants Manager working with cities and nonprofit organizations to secure grant funding for various projects and programs. Chris is a graduate of Seton Hall University where he received a Bachelor's Degree in History, English and Italian and a Master's Degree in Diplomacy and International Relations.



CATHERINE KAPURA | DIRECTOR OF CLIENT SERVICES

Catherine has been a member of the firm since 2015. In her role as Director of Client Services, Catherine co-leads the service team working with New Jersey clients. Her responsibilities include, but are not limited to: overseeing client management and grant writing operations, leading team meetings, developing and implementing policies and procedures, ensuring quality control, and managing data. Prior to this, Catherine served as a Senior Grants Manager working with municipalities and counties to secure grant funding for various projects and programs focused on education, parks, transportation infrastructure, restorative justice, and health and human services. Catherine graduated from Fairfield University where she received a Bachelor of Arts Degree in English. Additionally, Catherine holds a Masters Degree in Environmental Policy and International Development from the University of Maryland.



LAURA WINTROUB | DIRECTOR OF CLIENT SERVICES

Laura has been a member of the firm since 2015. In her role as Director of Client Services, Laura co-leads the service team working with New Jersey clients. Her responsibilities include, but are not limited to: overseeing client management and grant writing operations, leading team meetings, developing and implementing policies and procedures, ensuring quality control, and managing data. Prior to this, Laura served as a Senior Grants Manager working with municipalities and boards of education to secure grant funding for various projects and programs. Laura currently serves on the Strategic Advisory Board of Rising Tide Capital, a nonprofit entrepreneurship training organization located in Jersey City, New Jersey. Laura is a graduate of Haverford College where she received a Bachelor's Degree in History.



MELANI FILOSA | DIRECTOR OF CLIENT SERVICES

Melani has been a member the firm since 2018. In her role as Director of Client Services, Melani co-leads the service team working with New Jersey clients. Her responsibilities include, but are not limited to: overseeing client management and grant writing operations, leading team meetings, developing and implementing policies and procedures, ensuring quality control, and managing data. Prior to joining Millennium, Melani worked with several non-profit organizations. She applies this experience and passion into her everyday work by identifying the best ways to explain project goals in an application, seeking the right grant opportunities for those projects and executing that process meticulously. Melani is a graduate of Seton Hall University where she received a Bachelor of Arts Degree in both Political Science and English, receiving the Departmental Citation in Literature & Writing.



PETER BLANOS | DIRECTOR OF BUSINESS DEVELOPMENT

Peter has been a member of the firm since 2011. In his role as Director of Business Development, Peter oversees all aspects of the firm's sales and marketing related efforts. His responsibilities include, but are not limited to: developing and overseeing the firm's annual business development strategy, managing the RFP/RFQ process for the firm's 90+ public sector clients, and attending various conferences. Prior to this, Peter served as Director of Client Services where he was responsible for overseeing client management and grant writing operations, leading team meetings, developing and implementing policies and procedures, ensuring quality control, and managing data. Peter is a graduate of the University of Scranton where he received a Bachelor of Arts Degree in Political Science.



KATIE KOCHER | DEPUTY DIRECTOR OF RESEARCH AND SPECIAL PROJECTS

Katie has been a member of the firm since 2019. In her role as Deputy Director of Research and Special Projects, Katie is responsible for overseeing all research conducted by the firm into governmental and non-governmental funding sources. In addition, she is also responsible for overseeing all clients enrolled and content within Millennium's Grant Research Portal Service as well as all special projects performed on behalf of outside agencies. Prior to this Katie served as a Senior Grant Manager, where she was responsible for working with urban municipalities and counties to secure grant funding for key projects and programs. One of Katie's biggest passions is education. Prior to joining Millennium Katie served as an assistant editor for a not-for-profit publisher, and taught English at Seton Hall University. Katie is a graduate of Seton Hall University where she earned a Bachelor and a Master of Arts degree in English.



TONY ARDIS | ACCOUNTS RECEIVABLE MANAGER

Tony has been a member of the firm since 2017. In his role as Accounts Receivable Manager, Tony is responsible for overseeing invoicing, collections, and bill processing. Prior to joining Millennium, Tony served for nine years as the District Director for Congressman Bill Pascrell Jr. In this role, he supported the District's 21 municipalities by supervising casework, field activities and representing the Congressman. Tony has over 30 years of experience serving in administrative positions for various local, state, and federal government agencies. Tony is a graduate of William Paterson University where he received a degree in Political Science.



BERNADETTE McPHERSON, ESQ. | DIRECTOR OF OUTREACH

Bernadette has been a member the firm since 2012. In her role as Director of Outreach, Bernadette is responsible for marketing Millennium Strategies to municipal and county governments. Bernadette brings extensive municipal and county government experience to Millennium, having served as a member of the Bergen County Board of Chosen Freeholders from 2003 to 2011 and as Mayor of Rutherford from 2000 to 2007. Bernadette remains active in politics and currently serves as the Legislative District 36 Chairwoman for the Democratic Committee of Bergen County. Bernadette is a graduate of La Salle University where she received a Bachelor of Arts degree in Political Science and English. Additionally, Bernadette holds a Juris Doctorate from Temple University School of Law.



JESSICA CARVAJAL | HUMAN RESOURCES GENERALIST

Jessica has been a member of the firm since 2021. In her role as Human Resource Generalist, Jessica manages the daily functions of the Human Resources Department including benefit and leave administration, recruitment, and assisting with enforcing company policies and practices. Jessica has over seven years of experience in the field of Human Resources. Prior to joining Millennium, she was the Assistant Director of Human Resources at a large non-profit organization, where she handled all aspects of human resources including benefits, payroll and employee relations. Jessica has strong working knowledge in employment compliance, HRIS, and benefit management. Jessica is a graduate of the College of Saint Elizabeth where she received a Bachelor's Degree in Business Administration and Management. Additionally, Jessica holds an MBA in Finance from the New Jersey Institute of Technology.



KAREN SPICER | SENIOR GRANT MANAGER

Karen has been a member of the firm since 2020. In her role as Senior Grant Manager, Karen is responsible for working with several of the firm's municipal clients throughout New Jersey. In addition, she is also responsible for serving as the firm's co-editor and chief as well as a staff mentor. Prior to joining Millennium, Karen worked for museums and cultural institutions in the Philadelphia and New York City areas focusing on exhibition development, public engagement, and historic preservation. She earned a Bachelor of Arts in Anthropology from Franklin & Marshall College and a Master of Arts in Museum Professions from Seton Hall University.



TARYN PRONKO | SENIOR GRANT MANAGER

Taryn has been a member of the firm since 2019. In her role as Senior Grant Manager, Taryn is responsible for working with several of the firm's local government clients throughout New York. In addition, she is also responsible for serving as the firm's co-editor and chief as well as a staff mentor. Prior to joining the firm, Taryn was a Deputy Clerk Intern within the U.S. Federal Court system, where she assisted in numerous departments, including jury, pro se law offices, and the circuit library. Taryn graduated from Penn State University with a Bachelor's Degree in English, receiving the Academic Excellence Award for the Humanities.



KAMARI MOORE | SENIOR RESEARCH MANAGER

Kamari has been a member the firm since 2018. In her role as Senior Research Manager, Kamari is responsible for providing accurate and timely research breakdowns for client service staff, overseeing accuracy of content posted on Millenniums grant research portal, and providing reports to select clients. She is also responsible for editing weekly research and assisting the Deputy Director of Research and Special Projects. Prior to joining Millennium, Kamari proudly served as a member of the service fraternity Alpha Phi Omega, where she participated in community outreach programs aimed at servicing disadvantaged populations. Kamari is a graduate of Seton Hall University where she received Bachelor of Arts Degrees in English and Philosophy.



ASHLEY TAYLOR | GRANT MANAGER

Ashley has been a member of the firm since 2020. In her role as Grant Manager, Ashley is responsible for working with several of the firms municipal and board of education clients to help secure funding for key projects and programs. Prior to joining Millennium, Ashley worked for the US Department of Commerce as well as the for the State of Delaware. Ashley is a graduate of Delaware State University where she received a Bachelor of Arts degree in Criminal Justice and a Minor in Law Studies. Ashley was led to Millennium by help passion for government policy and how it can be used to create a better quality of life for all communities.



RYAN TALMADGE | GRANT MANAGER

Ryan has been a member of the firm since 2020. In his role as Grant Manager, Ryan is responsible for working with several of the firm's municipal and county clients to help secure both public and private sector grant funding on their behalf. Prior to joining Millennium, Ryan was Interim Security Lieutenant in the Department of Public Safety for Rutgers University - Newark. He was a collaborator and guest lecturer for the Rutgers' Honors Living-Learning Community (HLLC) program. In 2017, Ryan was a candidate for the Newark Public Schools Advisory Board and is an Alumnus of the Leadership Newark 2019 Cohort. Ryan is a graduate of Rutgers University-Newark where he received a Bachelor of Arts Degree in Political Science.



MICHAEL WEISS | GRANT MANAGER

Michael has been a member of the firm since 2020. In his role as Grant Manager, Michael is responsible for servicing several of the Firm's municipal clients to help secure both public and private sector grant funding on their behalf. Prior to joining the firm, Michael worked as a graduate assistant for the West Chester University History Department. Michael is a graduate of West Chester University where he received a Bachelor's Degree in History, with a minor in Political Science, and a Master's Degree in History. During his time as a graduate student he was inducted into the National History Honor's Society, Phi Alpha Theta, and earned the Award of Excellence for Excellence in Scholarship and/or Creative Activity from the History Department.



JENNIFER GALLAGHER | GRANT MANAGER

Jennifer has been a member of the firm since 2020. In her role as Grant Manager, Jennifer is responsible for working with several of the firm's municipal and county clients to help secure both public and private sector grant funding on their behalf. Prior to joining Millennium, Jennifer worked as an intern for The Land Conservancy of New Jersey, assisting municipalities with planning their open space and recreation projects. Jennifer is a graduate of the University of Delaware where she received a Bachelor Degree in Environmental Studies.



HANNAH SAKHA | GRANT MANAGER

Hannah has been a member of the firm since 2020. In her role as Grant Manager, Hannah is responsible for working with several of the firm's municipal and county clients to help secure both public and private sector grant funding on their behalf. Prior to joining the firm, Hannah was an intern for a science and medical content publishing company, where she was able to copyedit documents and conduct manuscript analyses. Hannah is a graduate of Seton Hall University where she received a Bachelor's Degree in English with a minor in Public Relations.



MEGAN KLEPPER | GRANT MANAGER

Megan has been a member of the firm since 2021. In her role as a Grant Manager, Megan is responsible for working with the firm's municipal clients to secure public and private grant funding for their key programs and projects. Prior to joining Millennium, Megan interned as a journalist for multiple online publications. Megan is a graduate of James Madison University where she received a Bachelor of Arts Degree in Writing, Rhetoric, and Technical Communication.



LOUIS MOTTA | GRANT MANAGER

Louis has been a member of the firm since 2021. In his role as a Grant Manager, Louis is responsible for working with the firm's local government clients to secure public and private grant funding for their key programs and projects. Prior to joining Millennium, Louis served as assistant news editor for a not-for-profit newspaper and tutored students in writing at Seton Hall University. Louis is a graduate of Seton Hall University where he earned a Bachelor of Arts degree in Creative Writing with a Minor in Literature and Visual Media.



MONICA LUDWINSKI | GRANT WRITER

Monica has been a member of the firm since 2021. In her role as a Grant Writer, Monica is responsible for working with several of the firm's municipal clients to help secure public and private sector grant funding on their behalf. Some of her daily responsibilities include collaborating with the Directors of Client Service on different projects, along with drafting narratives and gathering supporting documents associated with grant applications. Prior to joining Millennium, Monica interned for City Green, an urban farm and garden organization working to revitalize urban areas through agriculture and educational programming. Monica is a graduate of Montclair State University where she received a Master of Science Degree in Sustainability Science.



MICHAEL DZIUBA | GRANT WRITER

Michael has been a member of the firm since 2021. In his role as Grant Writer, Michael is responsible for servicing several of the firm's municipal clients throughout New York, assuring their requests for both public and private grant funding are thorough and competitive. Prior to joining the firm, Michael worked in the City of Bethlehem's Department of Community and Economic Development, working with community partners and not-for-profit organizations to assess and remediate urban blight. Michael graduated from Muhlenberg College with a Bachelor's Degree in Political Science, where he was also initiated into Pi Sigma Alpha, the National Political Science Honor Society. Additionally, Michael holds a Master's Degree in Political Science from Lehigh University.



SERGIO MEDINA | GRANT WRITER

Sergio has been a member of the firm since 2022. In his role as a Grant Writer, Sergio is responsible for working with the firm's municipal clients to secure public and private grant funding for their key programs and projects. Some of his daily responsibilities include working closely with the Directors of Client Services on different projects, as well as preparing narratives, applications, and other supporting documentation associated with grant applications. Prior to joining the firm, Sergio worked as a grant writer at various nonprofit agencies throughout the region. Sergio is a graduate of Montclair State University, where he received a Bachelor of Art's Degree in English and was inducted into the Sigma Tau Delta honor's society.



MARIO CARVAJAL IV | GRANT WRITER

Mario has been a member of the firm since 2022. In his role as Grant Writer, Mario is responsible for working with municipal and county clients to help secure both public and private sector grant funding on their behalf. Some of his daily responsibilities include working closely with the Directors of Client Services on different projects, as well as preparing narratives, applications, and other supporting documentation associated with grant applications. Prior to joining Millennium, Mario worked as a legal assistant for a law firm providing support to the General Counsel. Mario received a Bachelor of Arts Degree in Political Science with a minor in Public Policy from Ramapo College of New Jersey. During his time as an undergraduate student, he was inducted into the National Political Science Honor Society and served as the Senate Vice President within the Student Government Association.



SCOTT TOMPETRINI | GRANT WRITER

Scott has been a member of the firm since 2022. In his role as Grant Writer, Scott is responsible for working with municipal and county clients to help secure both public and private sector grant funding on their behalf. Some of his daily responsibilities include working closely with the Directors of Client Services on different projects, as well as preparing narratives, applications, and other supporting documentation associated with grant applications. Prior to joining Millennium, Scott worked as an administrative assistant at a residential facility for people with developmental disabilities and interned for a marketing firm as part of their media planning team. Scott is a graduate of William & Mary where he received a Bachelor of Arts Degree in Government and History.



JUSTIN VEGA | GRANT WRITER

Justin has been a member of the firm since 2022. In his role as Grant Writer, Justin is responsible for working with local government clients to help secure both public and private sector grant funding on their behalf. Some of his daily responsibilities include working closely with the Directors of Client Services on different projects, as well as preparing narratives, applications, and other supporting documentation associated with grant applications. Justin is a graduate of Baylor University where he received a Bachelor's Degree in History.



MELAINA NESS | GRANT WRITER

Melaina has been a member of the firm since 2022. In her role as Grant Writer, Melaina is responsible for working with local government clients to help secure both public and private sector grant funding on their behalf. Some of her daily responsibilities include working closely with the Directors of Client Services on different projects, as well as preparing narratives, applications, and other supporting documentation associated with grant applications. Melaina is a graduate of SUNY New Paltz where she received a Bachelor of Arts Degree as a double major in Political Science and Economics. During her time as an undergraduate student, she was inducted into the National Political Science Honor Society, Pi Sigma Alpha, and into the International Honor Society in Economics, Omicron Delta Epsilon.



GINA BACHORIK | GRANT WRITER

Gina has been a member of the firm since 2022. In her role as Grant Writer, Melaina is responsible for working with local government clients to help secure both public and private sector grant funding on their behalf. Some of her daily responsibilities include working closely with the Directors of Client Services on different projects, as well as preparing narratives, applications, and other supporting documentation associated with grant applications. Gina is a graduate of Stonybrook University where she received her undergraduate degree in Multidisciplinary Studies.



KHAYLA DIXON | GRANT WRITER

Khayla joined the firm in 2023. In her role as a Grant Writer, Khayla is responsible for working with the firm's municipal clients in Ohio and Pennsylvania to secure public and private grant funding on their behalf. Prior to joining the firm, she was an intern within the New Jersey Superior Court. Khayla is a graduate of Rutgers University where she received her Bachelor of Arts in Political Science and Criminal Justice. During her time as an undergraduate student, she was inducted into the National Political Science Honor Society, Pi Sigma Alpha.



TAYLOR SAMITT | RESEARCH ASSOCIATE

Taylor has been a member of the firm since 2022. In her role as Research Associate, Taylor is responsible for researching available grant opportunities, from federal, state, county, corporate, and philanthropic sources, on behalf of Millenniums clients. Taylor analyzes and summarizes each grant in preparation for presentation and company-wide distribution while also assisting in special projects as well as overseeing the content posted on the firms online grant portal. Prior to joining the firm, Taylor worked on various local government campaigns. Taylor is a graduate from the University at Albany, where she received her Bachelor of Arts Degree in Public Administration and Management with a focus of Public Policy. During her studies, she served as a member of Alpha Phi Omega, a community service fraternity that helps the local Albany community with services.



JOHN GAULT | BUSINESS DEVELOPMENT REPRESENTATIVE

John has been a member of the firm since 2022. In his role as Business Development Representative, John works to support the development of new business across Millennium's target markets. Some of his daily responsibilities include outreach to prospective customers, management of existing prospects, working to help develop innovative sales strategies, and attending conferences. Prior to joining the firm, John spent 16 years in finance with Prudential Securities before taking on business development roles at AFLAC and Ryder Inc. John is a graduate of SUNY New Platz where he received a Bachelor of Science Degree in Marketing.

