



NEW JERSEY  
CIVIC INFORMATION  
CONSORTIUM

SEPTEMBER 2022

# ANNUAL REPORT FY2022

PREPARED BY

NJ Civic Information Consortium Board

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September 19, 2022

Dear Governor Murphy, Senate President Scutari, Assembly Speaker Coughlin, and Director O'Mara-Van Driesen:

On behalf of the Board of Directors, and with much gratitude for your continued and growing financial support, I am pleased to submit the annual report of the New Jersey Civic Information Consortium (the "Consortium") in accordance with P.L.2018, c.111 and P.L.1991, c.164.

Local news is a matter of democracy. When citizens are not informed, they are less engaged and democracy declines. The state and country are in a paradoxical time – we simultaneously are awash in information from the internet, yet suffering from a continuing decline in trusted, objective local news sources. Worse, with the rise of local news deserts, disinformation and misinformation abound.

We hope with this report, you will find the Consortium has made a strong start toward addressing these issues. Our ultimate goal is to foster a robust democracy where citizens learn the details of local and state issues, listen to one another with respectful openness to differences of opinion, and participate in local and state debate and decision-making.

If you have any questions or wish to receive additional information about anything in this report, please let us know.

Sincerely,

A handwritten signature in black ink that reads "Chris Daggett". The signature is fluid and cursive.

Christopher J. Daggett  
Chairperson, Board of Directors

## ABOUT THE NEW JERSEY CIVIC INFORMATION CONSORTIUM

The New Jersey Civic Information Consortium is a registered New Jersey nonprofit organization that funds initiatives to benefit the State’s civic life and meet the evolving information needs of New Jersey’s communities.

A first-in-the-nation project, the Consortium builds on the foundation laid by public media in the United States, and reimagines how public funding can be used to address the growing problem of news deserts and misinformation, and to support more informed communities. The Consortium provides grants for projects that achieve the following goals:

- Improve the quantity and quality of civic information in New Jersey communities.
- Give residents enhanced access to useful government data and public information through innovative applications, platforms, and technologies.
- Train students, professionals, and community members in the practice of community storytelling, journalism, and media production.
- Nurture better civic engagement and dialogue within and between New Jersey communities.
- Better meet the information needs of low-income communities and racial and ethnic communities that have been underserved by the media.
- Invest in research and practices that can help media outlets become more closely connected to their audiences and more sustainable without government support.

Under state law, the Consortium and the State of New Jersey do not have ownership in any project funded by a Consortium grant. In addition, under state law the State of New Jersey and the Consortium are prohibited from exercising editorial control over any project funded by the Consortium.

The state of New Jersey created the Consortium in 2018 in response to the growing local news crisis impacting communities across the state’s 21 counties. Led by the nonprofit, nonpartisan advocacy organization Free Press, a broad stakeholder coalition of thousands of residents, universities, journalists, lawmakers and more crafted the Civic Information bill as a way to fund innovative media and civic technology projects in New Jersey for decades to come.

The Consortium has its roots in a history of projects and advocacy to grow access to local news and information across New Jersey, including work by the Geraldine R. Dodge Foundation and the Center for Cooperative Media at Montclair State University.

The Consortium brings together six of New Jersey’s leading institutions of higher education – The College of New Jersey, Kean University, Montclair State University, New Jersey Institute of Technology, Rowan University and Rutgers University – in partnership to address the lack of access to local news and information. The Consortium is eligible for funding from the State of New Jersey and can obtain funds

from private foundations, individuals, and other charitable organizations. Montclair State University serves as the host university for the Consortium.

The Consortium is governed by a 16-member Board of Directors, which includes representatives of the six member universities. By bringing together these six comprehensive public universities, the Consortium can leverage the individual strengths of each university and utilize them in a unique synergy to benefit New Jersey residents. Each member university has identified focus areas and will use them as part of the Consortium's strategy to address news deserts statewide.

## **EXECUTIVE SUMMARY**

The last year has been an exciting one for the New Jersey Civic Information Consortium. First-round grant recipients have had a positive impact on their communities and the state, including the launch of a new hyperlocal news organization in Blairstown, successful community reporter training in Newark that led to a number of positive local stories and a community event, and the creation of a guide for how to find free food in Bloomfield. A second round of grants was recently completed, which extended the work of a number of existing grantees, funded new and innovative projects, and increased the Consortium's reach to several new counties and municipalities. Many new applicants stepped forward in the second round, showing there is growing interest in the Consortium and its mission. A successful educational and professional development program for first-round grant recipients was also completed.

## **ADMINISTRATIVE ACTIONS**

With the goal of keeping overhead costs down and focusing the funds from state appropriations on grants, the Board chose to remain an all-volunteer run organization for the last fiscal year. This is consistent with the practice the Consortium has used since it became operational in 2020. Back office support has been provided by the Center for Cooperative Media at Montclair State University, including coordinating the administrative aspects of grantmaking and administering the Consortium website.

With growth in annual appropriations and the expanding work of the Consortium, in June 2022, the Board voted to appoint Board Chairperson Christopher J. Daggett to serve concurrently as interim executive director pending the appointment of a permanent executive director. Mr. Daggett will manage day-to-day operations, hire support staff, develop and implement a strategy for philanthropic fundraising, build on existing outreach efforts between and among grantees and through social media outlets, and plan for the hiring and on-boarding of an executive director. The Board also voted to have Vice Chairperson Therise Edwards perform any of Mr. Daggett's duties as Chairperson that would conflict with the role of interim executive director. A permanent executive director will be hired by the end of 2023.

The Board welcomed two new members this fiscal year. Kim Pearson, Associate Professor of Journalism and Professional Writing at The College of New Jersey, joined the Board in August 2021 as the TCNJ appointee, succeeding Maurice Hall, who stepped down to become provost of Bennington College. Audrey Kelly, Chief of Staff to the President and Executive Director of the Board of Trustees at Kean University, joined the board in January 2022 as Kean's appointee. In late 2021, Kean was designated as the sixth public research university in the state, thereby becoming the Consortium's sixth member university.

The Board's officers are:

- Chairperson, Christopher J. Daggett
- Vice Chairperson, Therise Edwards
- Secretary, John R.D. Celock
- Treasurer, Molly de Aguiar

The Board operates the Consortium through a series of committees. The Board's current committees are Grants, Communications, Nominating, Finance and Executive Director Search. The board meets every other month, a change from monthly meetings earlier this year. Committees meet as needed.

The board agendas and meeting minutes can be found at [www.njcivicinfo.org](http://www.njcivicinfo.org).

## GRANTS

The main business of the Consortium is the awarding of grants to projects across the state seeking to better inform the public. This year saw the growth of first-round grantees from 2021, and a second round of grants was awarded this past spring.

Through the two rounds of grants made to date, one thing has remained consistent – the creativity of individuals and groups around New Jersey. The Consortium board is consistently impressed by the innovative spirit of the grant applications received, the thought put into projects, and the impact each of these projects can have on communities.

The grants process is overseen by the Grants Committee, which reviews all applications through a scoring metric, discusses applicants, and makes recommendations for consideration and approval by the full board. Factors taken into account during the review process are the individual impact of each proposal, the likelihood of successfully completing the project, the proposed budget, and the project goals. Geography of grantees is considered to ensure projects are spread to all corners of the state and not clustered in one city or county. The Consortium board aims for projects to span a range of types of media and project categories. Efforts are also made to spread out the projects among member universities so each can be an active participant in the work of the Consortium.

Following the board's grant decisions, grant funds are released once certain non-profit documentation is provided to the Consortium and university partners are identified.

All grant recipients are required to complete a final report at the end of the one-year grant period. The Consortium has provided grant extensions upon request.

## 2021 GRANTEE PROGRESS

The Board announced its first round of grants in the spring of 2021, with final reports due to the Consortium by June 30, 2022. The Board voted to give extensions to Old Bridge, NJ Residents (Oct. 31), VaccinateNJ (Oct. 31) and Paterson Alliance (Dec. 31).

The first round of grantees made significant progress on their projects. Most of the first-round projects are ongoing, while a few were one-time efforts. Regardless of length, these projects are moving New Jersey's civic information landscape forward.

First-round grant recipients included:

- Beyond Expectations used its grant of \$33,875.50 to build a youth media outreach program. This program allowed youth to organize a youth gaming conference, which gave them invaluable media management skills and taught them more about the gaming industry. Beyond Expectations has done a good job of adapting to the ever-changing circumstances of the pandemic, pivoting between digital workshops and in-person events.
- The Blairstown Enhancement Committee used its grant of \$35,000 to create The Ridgeview Echo, an online news source serving Blairstown, Frelinghuysen, Hardwick and Knowlton. Since launching earlier this year, The Ridgeview Echo has steadily gained readership and covered valuable local news, ending the local news desert in Warren County. The committee has secured local advertising dollars and is looking at additional funders, particularly in the rural development space.
- The Bloomfield Information Project used its grant of \$35,000 to create a community reporter corps pilot program to train local residents in journalism in order to grow news coverage of Bloomfield. The pilot program was a success, leading to enhanced coverage of this Essex County community. The Bloomfield Information Project completed a number of community service-oriented programs for Bloomfield, showing that local media's duty to serve the community does not stop at publishing.
- Movimiento Cosecha used its grant of \$35,000 to create an online Spanish language radio program for the Spanish speaking immigrant community. This program has gained a following and routinely shares important news impacting members of the community. The initial focus has been on the seasonal agricultural community in South Jersey, with a planned goal of growing statewide. This project is increasing access to local news for an important community in New Jersey and has much potential.
- The Conservatory of Music and Performing Arts Society used its grant of \$35,000 to fund the Let My People Learn—HistorVic Education project. This project enabled students in the Trenton area



to learn more about state and local government and how policies are formulated. It is a good example of collaboration between higher education and the community, with faculty at The College of New Jersey very engaged and involved.

- The Hammonton Gazette used its grant of \$34,765 to create a Spanish translation of the weekly newspaper to better serve the seasonal agricultural worker population in Atlantic County and to recruit and train youth reporters to better cover youth issues. The Gazette reported that its engagement with the Spanish speaking community and local youth increased after launching the translation project.
- Hopeloft used its grant of \$35,000 to build a journalism training program geared toward teens in foster care and children of the incarcerated in Cumberland County. The aim is both to teach journalism skills and to have the students tell the stories of their peers using Hopeloft's Follow South Jersey platform. The program has been a success in sharing the lives of two populations often overlooked and in teaching valuable professional skills to the students.
- The Newark News and Story Collaborative used its \$35,000 grant to create a program to train community members to chronicle the stories of themselves and their neighborhoods. This program is one of the most innovative in the country in terms of being a hyperlocal news collaborative.
- The Newark Water Coalition used its grant of \$34,930 to create an oral history of advocates who were involved in efforts to remove lead from Newark's drinking water. This program is also training community members in oral history methods to better preserve the stories of important environmental advocacy efforts.
- Old Bridge, NJ Residents is a Facebook-based open government group that used its \$35,000 grant to create a comprehensive and searchable archive of local government meeting materials. The project brought together two decades of meeting minutes and other documents in a searchable database. A beta site was recently released with a full site coming in the fall.
- Paterson Alliance is using its \$33,000 grant to create a local information hub at the community library. There have been administrative issues which have caused project completion to be delayed until December.
- Stories of Atlantic City is an innovative hyperlocal news collaborative which used its \$34,982.46 grant to create a training program for community residents to cover meetings of the governing bodies of Atlantic City. Stories of Atlantic City has been a leader in news collaboration and in growing access to local news.

- Trenton Journal, a hyperlocal news site, used its \$35,000 grant to increase the frequency of editorial output to change the narrative of what it's like to live in Trenton.
- VaccinateNJ is a Princeton based health information website, the goals of which were changed after the organization received a \$35,000 grant. The plan originally was to create a Spanish language site to connect residents with COVID vaccines, but as vaccination sites and appointments became commonplace, the project evolved into an information campaign in Spanish to promote vaccination.

## 2022 GRANTS AWARDED

Guidelines for the second round of grants were released on Jan. 18, with an application deadline of March 4. A total of 56 applications were received and 22 were awarded to thirteen new grantees and nine existing grantees. The application pool broadened to new types of organizations, including community groups, and to several new areas of the state, including Sussex County, Somerset County and Jersey City. First grants were awarded in Hudson, Monmouth and Union Counties, Asbury Park and New Brunswick, and to an existing public media organization and a public high school. There also was an increase in grant applicants from several parts of the state, notably a growth from one applicant in Union County in 2021 to five applicants in 2022.

In April, the Board approved \$990,000 of grants as part of the second round, funding for which included \$850,000 in state funds and \$140,000 in funds from the New Jersey Health Initiative, a statewide grantmaking program of the Robert Wood Johnson Foundation (RWJF). The funds from RWJF were dedicated for grants related to health news and information.

The innovativeness of applicants continued to be impressive, making final selections challenging. The second-round grantees are:

- Asbury Park Media Collective (Monmouth County), with a grant of \$40,000, will create a community reporting training corps to train Asbury Park residents in journalism, with an initial focus on describing the impact of gentrification. This is the Consortium's first grant in Monmouth County.
- Beyond Expectations (Burlington County), with a grant of \$50,000, will continue a pilot program to train youth in media skills and the business of media. This is a second grant to a first-round grantee.
- Black in Jersey (Statewide), with a grant of \$40,000, will create a statewide news hub for New Jersey's Black community, and a state and local government reporting cohort.
- Blairstown Enhancement Committee (Warren County), with a grant of \$35,000, will continue to grow The Ridgeview Echo, a new hyperlocal site serving the residents of Blairstown, Frelinghuysen, Hardwick and Knowlton and continue to build on last year's work ending this rural Warren County news desert. This is a second grant to a first-round grantee.
- Bloomfield Information Project (Essex County), with a grant of \$50,000, will continue to grow the Community Reporting Corps, a training program for residents to learn valuable reporting skills. This is a second grant to a first-round grantee.

- Center for Cooperative Media at Montclair State University (Statewide), with a grant of \$50,000, will launch the NJ News Commons Spanish Language Translation Service. This program will partner with New Jersey's largest Spanish-language and mainstream media organizations to translate news stories into Spanish. The initial focus will be on election and voting news.
- Cranford High School (Union County), with a grant of \$25,000, will revamp the high school's digital journalism program. This will involve the purchase of new equipment and the development of cross curriculum educational projects. This is Consortium's first grant in Union County and its first grant to a public high school.
- Front Runner New Jersey (South Jersey), with a grant of \$40,000, is working to expand its coverage of the Black and Hispanic communities in South Jersey.
- Hopeloft, Inc. (Cumberland County), with a grant of \$50,000, is growing a program to teach journalism skills to foster youth and the children of the incarcerated to better tell the stories of their peers. This is a second grant to a first-round grantee, funded in part by New Jersey Health Initiatives, a statewide grantmaking program of the Robert Wood Johnson Foundation.
- Lens 15 Media (Statewide), with a grant of \$50,000, is creating a statewide news agency to produce news reports on people with disabilities in New Jersey. This grant is funded in part by New Jersey Health Initiatives, a statewide grantmaking program of the Robert Wood Johnson Foundation.
- MYM Media, LLC/Trenton Journal (Mercer County), with a grant of \$50,000, will continue to grow the Trenton Journal, an innovative hyperlocal news site telling the stories of Trenton. This is a second grant to a first-round grantee.
- Movimiento Cosecha (South Jersey), with a grant of \$50,000, will continue to grow Radio Cosecha, an online Spanish-language radio program for residents. This is a second grant to a first-round grantee.
- Newark Water Coalition (Essex County), with a grant of \$30,000, will continue to grow an oral history of efforts to remove lead from Newark's drinking water. This is a second grant to a first-round grantee.
- Newark News and Story Collaborative (Essex County), with a grant of \$65,000, will continue to grow an innovative and nationally recognized collaborative news program. This is a second grant to a first-round grantee.
- New Brunswick Today (Middlesex County), with a grant of \$40,000, will implement an investigative reporting project focused on the 2020 Census. This will include a component

seeking to see if New Brunswick's non-English speaking and immigrant communities were undercounted in the Census. The second part will focus on using the Census data to analyze the impact of gentrification on New Brunswick. This is our first grant in New Brunswick. [Note: This grant has been frozen, pending a decision by the board to resolve a concern arising out of the editor's entry as a candidate in the New Brunswick mayoral election.]

- New Jersey Center for Investigative Reporting (Statewide), with a grant of \$60,000, will work to create a statewide investigative reporting center.
- New Jersey YMCA State Alliance (Statewide), with a grant of \$35,000, will create a multimedia project documenting the experience of COVID in New Jersey, including the vaccination process. This grant is funded in part by New Jersey Health Initiatives, a statewide grantmaking program of the Robert Wood Johnson Foundation.
- Radio Rouj & Ble (Essex County), with a grant of \$40,000, is creating a statewide online Creole language radio program aimed at New Jersey's Haitian community, starting in East Orange. The program aims to focus on public service oriented news.
- Saint Peter's University (Hudson County), with a grant of \$40,000, will work to grow Slices of Culture, a group of young BIPOC storytellers, who seek to tell the stories of neighborhoods across Jersey City. This is the Consortium's first grant in Jersey City and Hudson County.
- Stories of Atlantic City (Atlantic County), with a grant of \$65,000, will use this grant to continue to train community members to cover meetings of governing bodies of Atlantic City. This is a second grant to a first-round grantee.
- Unidad Latia en Accion NJ (Statewide), with a grant of \$50,000, will use this grant to grow the Radio Jornalera NJ Communication Project, which covers news impacting domestic laborers in New Jersey.
- WNET/NJ Spotlight (Statewide), with a grant of \$50,000, will support a Report for America Story Corps member. This corps member will serve as a statewide mental health reporter, with a focus on rural New Jersey. This is the Consortium's first grant to an existing public news organization, funded in part by New Jersey Health Initiatives, a statewide grantmaking program of the Robert Wood Johnson Foundation.

## SUPPLEMENTAL 2022 FUNDING

In accordance with State budget language and the approval of the Director of the Division of Budget and Accounting in the office of the State Treasurer, the Consortium received supplemental funding of \$1 million in the late spring. The Grants Committee developed a general plan for use of the funds, which the Board approved. The additional funds must be expended or encumbered by Dec. 31, 2022, pursuant to an extension of the Grant Agreement between the Consortium and the Office of the Secretary of Higher Education, the department through which State appropriations flow to the Consortium.

The money was allocated for an additional second round of grants. Under this plan, a portion of the funds are going to several second-round grant recipients to level up their grants. A second portion will go to second round grant applicants who were not awarded a grant due to a lack of available funding. A third portion of the funds will go to a re-opened application process focused on civic and mental health news and information.

### **New grants include:**

- Center for Cooperative Media (Statewide) – This \$185,014, two-year grant will fund a researcher at the Center for Cooperative Media at Montclair State University to conduct research on the New Jersey local news ecosystem. The researcher will also conduct learning and impact evaluation for the Consortium.
- Clinton Hill Community Action (Newark/Essex County) – This \$50,000 grant will fund journalism training for neighborhood residents engaged in one of the organization’s three advocacy programs to learn how to use storytelling as an advocacy strategy. This will include oral histories, podcasts, video reports and documentaries and will be used to build out a media advocacy platform.
- coLab (New Brunswick/Middlesex County)- This \$40,000 grant will fund a program to create a new community memory project in the Esperanza and Unity Square neighborhoods of New Brunswick. It is being developed by coLab and New Brunswick Tomorrow through Esperanza, a community-based Spanish-language creative storytelling project.
- Hammonton Gazette (Hammonton/Atlantic County) – This \$35,000 grant will fund freelance reporters to cover municipal meetings in news deserts in Atlantic County and Camden County. It is a new grant to a first-round grantee.
- Intersystemz (Trenton/Mercer County) – This \$35,000 grant will fund the creation of a new community centered news platform covering Trenton, in partnership with COMPAS, Pod City Trenton, Kean University and The College of New Jersey.

- Journalism + Design (Statewide) – This \$339,000, 18-month grant will fund the development of a statewide journalism training program in partnership with six New Jersey community colleges to equip citizens with skills to tell the stories of their communities. Journalism + Design piloted a similar program with the Community College of Philadelphia. The Consortium previously engaged Journalism + Design to conduct training programs for grantees.
- Morristown Green (Morristown/Morris County) – This \$20,000 grant will fund a paid internship program for this hyperlocal news site covering Morristown. It is the Consortium’s first grant in Morris County.
- Public Square Amplified (Newark/Essex County) – This \$50,000 grant will fund a program to recruit, train, and promote community reporters and journalism students and provide an outlet for their work in Caribbean, African, Indigenous, and Immigrant communities.
- South Jersey Climate News Project (South Jersey) – This \$40,000 grant will fund a program at Rowan University that provides high quality news coverage of climate change in South Jersey, including the impact on the environment, agriculture, the Pine Barrens, beaches, tourism, and wetlands. The grant will cover stipends for student interns.
- NJ Society of Professional Journalists (Statewide) – This \$35,000 grant will fund a census of student journalists and journalism programs around the state, along with the development of a central database of scholastic journalism websites and publications. The grant will also fund student press identification cards.

**Bump-up grants include:**

- Beyond Expectations (Burlington County) – This program teaches media and business skills to Burlington County teens and has involved them in organizing and staging e-sports tournaments and programs. This was a first-round grantee that also received a second-round grant. The second-round grant has been bumped up from \$50,000 to \$60,000.
- Blairstown Enhancement Committee (Blairstown/Warren County) – This grant is for continued funding of the Ridge View Echo, created to cover Blairstown, Frelinghuysen, Hardwick and Knowlton. This is a first-round grantee that also received a second-round grant. The second-round grant has been bumped up from \$35,000 to \$40,000.
- Bloomfield Information Project (Bloomfield/Essex County) – This grant is for continued funding of the Bloomfield Information Project’s community reporter corps, which trains community members to cover Bloomfield. This is a first-round grantee that also received a second-round grant. The second-round grant has been bumped up from \$50,000 to \$65,000.

- Cranford High School (Cranford/Union County) – This grant funds the growth of a fledging digital journalism program and curriculum at Cranford High School. It includes integrating the journalism curriculum with other curricula at the school. The grant is bumped up from \$25,000 to \$35,000.
- Front Runner (South Jersey) – This grant funds a journalism site which is growing coverage of the Black and Latin communities in South Jersey. The grant is bumped up from \$40,000 to \$65,000.
- Newark News and Story Collaborative (Newark/Essex County) – This grant funds a program which trains community members in journalism to tell the stories of the Newark community. It is a first-round grantee that also received a second-round grant. The second-round grant is bumped up from \$65,000 to \$75,000.
- Newark Water Coalition (Newark/Essex County) – This grant funds an oral history program to tell the stories of the advocates who worked to address lead contamination in Newark’s drinking water. This is a first-round grantee that also received a second-round grant. The second-round grant is bumped up from \$30,000 to \$35,000.
- New Jersey Center for Investigative Reporting (Statewide) – This grant funds the creation of a statewide investigative reporting center which aims to be the “Pro Publica of New Jersey.” This grant is bumped up from \$60,000 to \$75,000.



## UNIVERSITY PARTNERSHIPS

One of the most innovative features of the legislation creating the Consortium is that all grant recipients are required to partner with a faculty member, graduate student, or institute leader at one of the six member universities during the grant period. These partnerships harness the power of New Jersey's first-class public higher education system and the local media community. One of the Consortium's second-round grant recipients, Cranford High School, noted in its application a strong desire to partner with a member university, as the school seeks to grow its digital journalism program and curriculum. Cranford High School will be working with Kean University.

These partnerships are flexible in nature, allowing grantees and their university partners to form the relationship best suited for their mutual needs and interests. Some seek an advisor who can be a long-term guide, while others are looking for technical assistance, and still others seek advice on particular subject or technical areas.

Several changes in the administration of the university partnership program were made over the last year. Grant applicants were asked to establish partnerships prior to applying, if possible, which led to an increase in applicants with partners in place. When necessary, the Consortium continued to match applicants with university partners.

The Consortium is cognizant of the time pressures on university partners and their respective faculty members, graduate students, and institute leaders. Every attempt is made to ensure that partnerships are spread evenly among member universities.

## **PROFESSIONAL DEVELOPMENT**

With New Jersey's six public research universities as members, the Consortium board is committed to the education and professional development of its grant recipients, whether offered by outside consultants or designed within by the respective grantee organizations.

As part of this ongoing commitment, the Consortium contracted with Journalism + Design, a training program affiliated with The New School, to provide an online training cohort for first-round grant recipients who chose to participate. A group of grantees did so and reported that they benefited from the curriculum and from the interaction with other grant recipients.

Similar and more advanced programs either with Journalism + Design or other groups will be offered for first-, second- and future-round grantees.

## **LOOKING AHEAD**

One of the top priorities for the Consortium in 2023 will be to search for and appoint a professional staff and a permanent executive director. This step will allow the Consortium board to move to the traditional role of strategy, advice, and consent, and staff to focus on day-to-day administrative and program functions, including grantmaking, outreach, and fundraising.

Another top priority for the year ahead is to develop a strategic plan covering a three- to five-year timeframe. The Consortium is still in the start-up phase, with many areas remaining to be developed and/or fine-tuned. Areas to address include increasing outreach to communities and groups around the state to grow the applicant pool, increasing professional development opportunities for grantees, and identifying new areas of grantmaking focus. The overall goal will be to build a financially and programmatically sustainable organization and to assist grantees to do the same.

There is nothing more important for a healthy democracy than an informed and engaged citizenry. With continuing support from the governor and the State legislature, the Consortium board is deeply committed to continuing its work toward that end.

# APPENDIX A

# BOARD OF DIRECTORS

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## NJ Civic Information Consortium

The Consortium is overseen by a 16-member Board of Directors. The members of the board are appointed by the member universities, the governor of New Jersey and state legislative leaders, with four board members appointed by the board.

Board members have varied professional backgrounds including journalism, academia, non-profit leadership, state and local government and community advocacy.



**Molly de Aguiar**

President, Independence Public Media Foundation

Speaker Appointment

[Click to read more. \(/molly-de-aguiar\)](/molly-de-aguiar)



## **Kevin Belfield**

Dean, College of Science and Liberal Arts

New Jersey Institute of Technology Appointment

[Click to read more. \(/kevin-belfield/\)](/kevin-belfield/)



## **John R.D. Celock**

President, Celock Media Group

State Senate Minority Leader Appointment

[Click to read more. \(/john-celock/\)](/john-celock/)



## **Christopher J. Daggett**

Independent consultant

Montclair State University Appointment

[Click to read more. \(/chris-daggett\)](#)



## **Juan D. González**

Professor of Communications and Public Policy

Rutgers University Appointment

[Click to read more. \(/juan-gonzalez\)](#)





## **Kim Pearson**

Associate Professor of Journalism and Professional Writing

TCNJ Appointment

[Click to read more..\(/kim-pearson\)](#)



## **Carl Hausman**

Professor of Journalism

Rowan University Appointment

[Click to read more..\(/carl-hausman\)](#)



## **Dena Mottola laborska**

**Dena Mottola Jaborska**

Associate Director, New Jersey Citizen Action

Governor Appointment

[Click to read more. \(/dena-mottola-jaborska\)](#)



## **Marisol M. Peron**

Senior Vice President, Global Investor Relations & Communications, Genmab US, Inc.

Board Appointment for Technology Sector

[Click to read more. \(/marisol-peron/\)](#)



## **Charles W. Powers**

President, Bergen Grassroots Inc.

State Senate President Appointment

[Click to read more. \(/charles-powers/\)](#)





## **Mike Rispoli**

News Voices Program Director, Free Press

Governor Appointment

[Click to read more. \(/mike-rispoli\)](#)



## **Assemb. Kevin J. Rooney**

Assemblyman of Legislative District 40

State Assembly Minority Leader Appointment

[Click to read more. \(/kevin-rooney\)](#)



## **Robin Wilson-Glover**

Director Digital Opinion, NJ Advance Media

Board Appointment for Media Sector

[Click to read more. \(/robin-wilson-glover\)](/robin-wilson-glover)



## **Maria Lopez-Nunez**

Deputy Director of Organizing and Advocacy, Ironbound Community Corporation

Public Appointment



## **Therise Edwards**

President, Teshley Solutions LLC

Public Appointment



**Audrey Kelly**

Executive director, Kean Board of Trustees

Kean University Appointment

# APPENDIX B



**NEW JERSEY**  
**CIVIC INFORMATION CONSORTIUM**

New Jersey Civic Information Consortium  
Board of Directors Officers, 2022

- Chairperson, Christopher J. Daggett
- Vice Chairperson, Therise Edwards
- Secretary, John R.D. Celock
- Treasurer, Molly de Aguiar

# APPENDIX C



## State of New Jersey

OFFICE OF THE SECRETARY OF HIGHER EDUCATION

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BRIAN K. BRIDGES, PH.D.  
SECRETARY OF HIGHER EDUCATION

GRANT AGREEMENT  
BETWEEN  
THE OFFICE OF THE SECRETARY OF HIGHER EDUCATION  
AND  
THE NEW JERSEY CIVIC INFORMATION CONSORTIUM  
A NEW JERSEY NONPROFIT CORPORATION

This Grant Agreement (the "Agreement") is entered into by and between the Office of the Secretary of Higher Education ("OSHE"), a public agency of the State of New Jersey (the "State") and The New Jersey Civic Information Consortium, a New Jersey Nonprofit Corporation (the "Consortium" or, the "Grantee"), a non-profit entity established pursuant to P.L. 2018, 111 C.18A:64-94 (the "NJCIC Law") with the intent to provide grants that support news and information that benefit the State's civic life and meet the evolving information needs of New Jersey's underserved communities.

The Consortium aims to strengthen local news coverage, community information, civic technology and civic engagement across the State. Pursuant to this Agreement, OSHE will provide funding to the Consortium for grant making to local news and information organizations, related training programs for grantees, and administrative costs in furtherance of the provisions of the NJCIC Law

### I. GRANT AMOUNT

Based on funding appropriated by the State Legislature and Governor in the FY22 State Budget, OSHE awards Grantee a grant in an amount of \$1,000,000 (One Million Dollars) (the "NJCIC FY22 Grant").

## II. PROGRAMMATIC RESPONSIBILITY

- A. The Grantee shall use the funds provided pursuant to this Agreement to support activities related to promoting the Consortium and/or to advance research and innovation in the field of media and technology to better inform the State's communities to benefit the State's civic life and evolving information needs, all in furtherance of the NJCIC Law. The members of the Consortium are five State public institutions (The College of New Jersey, Montclair State University, New Jersey Institute of Technology, Rowan University, and Rutgers, the State University).
- B. Grantee shall use the funds provided pursuant to this Agreement to implement a comprehensive program between July 1, 2021 and June 30, 2022 in furtherance of the requirements of the NJCIC Law.
- C. All monies expended pursuant to paragraph A of this section must be spent or encumbered by June 30, 2022. If the funding is not spent or encumbered by that date, the Grantee may request from OSHE a grant extension or return to the State the unspent and/or unencumbered funds.
- D. The Grantee agrees to attend and participate in activities that may be convened by OSHE in furtherance of the Consortium. The activities may include, but are not limited to: in-person periodic meetings, webinars, and collaborative events with multiple institutions to examine best practices that can be utilized for the sustainability of the Consortium's programs.
- E. **Compliance with Existing Laws**  
Grantee agrees to comply with all federal, state, and municipal laws, rules, and regulations in the performance of this Agreement that are generally applicable to the activities in which the Grantee is engaged in the performance of this Agreement. These laws and regulations include, but are not limited to, the NJCIC Law.
- F. **Dissemination**

The only official name to be used in describing the overall program is "The New Jersey Civic Information Consortium" and no other institutional-specific branded name shall be used in official communication about the grant.



### G. Reporting

1. The Grantee shall provide to OSHE copies of annual reports to the Governor and Legislature pursuant to Section 9.a of the NJCIC Law (P.L. 2018, c.111). The final report to the Governor and Legislature is due by September 30, 2022, pursuant to the NJCIC Law. This final report must be provided to OSHE by this deadline as well.
2. Grantee shall provide an original budget report to OSHE showing anticipated grant related expenditures related to the NJCIC FY22 Grant and is due no later than Friday, November 12, 2021. A final budget report showing actual grant related expenditures and any modifications (template provided) must be provided to OSHE by August 15, 2022.
3. Other requests for information may be made to the Grantee as needed for State reporting requirements.
4. The Grantee shall meet upon request with OSHE to discuss strategies for effectively achieving the programmatic objectives.

### III. TERM

The term of this Agreement shall be from July 1, 2021 to June 30, 2022, subject to State appropriations.

### IV. BUDGET

- A. The total NJCIC FY22 Grant amount to be made available by OSHE to Grantee under this Agreement is \$1,000,000 (One Million Dollars). The Grantee must submit the budget for grant activities for State fiscal year 2022 utilizing the provided template and have the budget approved by OSHE prior to expending funds.
- B. By August 15, 2022, the Grantee will submit to OSHE a final budget report for FY22 using a provided template, providing details for any transfers among its budget line items as required to carry out the purposes of the NJCIC FY22 Grant.
- C. Program Income

Program income shall be defined as interest earned on NJCIC FY22 Grant funds.

1. Interest earned of \$250 or more in a fiscal year on advance payments of grant funds shall be reported in accordance with the terms and conditions of the Agreement.

2. Unless the Agreement provides otherwise, the Grantee shall have no obligation to OSHE with respect to royalties received as a result of copyrights or patents produced under the Agreement.

D. Grantee's Monitoring of Program Performance

1. Grantee shall monitor the performance of grant-supported activities to assure that time schedules are met, and other performance goals are achieved pursuant to the terms of this Agreement.
2. Grantee shall inform OSHE in writing of the following types of conditions which affect program objectives and performance as soon as they become known:
  - a. Problems, delays, loss of personnel, or adverse conditions which will materially affect the ability to attain project objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project activities by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any requests for OSHE assistance needed to resolve the situation.
3. OSHE may, at its discretion, make site visits to:
  - a. Provide technical assistance as may be required.
  - b. Perform fiscal reviews to ensure grant funds are being properly expended in a timely manner.

V. RECORDKEEPING

The Grantee will maintain records that adequately identify the source and application of NJCIC FY22 Grant funds. All source documents must be retained in compliance with the retention and access requirements for records as provided under State statute. The Grantee will provide source documents to OSHE within five (5) working days of request for specific source documents.

Source documents include both program and accounting records. Program source documents include but are not limited to institutional plans and reports; event/session/seminar sign-in sheets; program schedules; event evaluation forms; and diagnostic instruments and results. Accounting source documents include, but are not limited to, paid bills, cancelled checks, and payroll.

VI. RECORD RETENTION

Except as otherwise provided, all financial and programmatic records, supporting documents, statistical records, and all other records pertinent to the Agreement shall be

retained by the Grantee in accordance with applicable State record retention law. Prior to the end of the applicable retention period, OSHE will notify the Grantee if accounting and financial records relating to the NJCIC FY22 Grant activities need to be maintained beyond legal requirements, and upon such notice, the Grantee will transfer the requested records to OSHE.

## VII. STATEMENT OF ASSURANCES

Grantee hereby assures OSHE that:

- A. The activities and services to be performed under the Agreement will be administered by or under the supervision of the Grantee.
- B. The Grantee shall perform in compliance with all applicable New Jersey State Laws, including the NJCIC Law (P.L. 2018, c.111).
- C. Grantee will submit reports as specified in the Agreement. Grantee will keep records pertaining to the NJCIC FY22 grant and afford access thereto as OSHE may find necessary to assure correctness and verification of the reports.
- D. This Section shall survive termination of this Agreement.

## VIII. RELEASE OF GRANT FUNDS

- A. Upon the execution of the Agreement by the parties and OSHE approval of the FY22 budget, the total funds awarded under this Agreement shall be made by OSHE to the Grantee.

## IX. NO THIRD PARTY BENEFICIARY

Nothing in this Agreement is intended or may be deemed to create or confer any right, action, or benefit in, to, or on the part of any person not a party to this Agreement.

## X. NO ASSIGNMENT

Grantee shall not assign or transfer any interest in this Agreement.

## XI. TERMINATION AND SUSPENSION

- A. If the Grantee fails to comply with the Agreement and such failure has continued after written notice by OSHE, with such notice detailing Grantee's noncompliance and providing the Grantee with an opportunity to cure said noncompliance, OSHE may upon thirty (30) days written notice to Grantee, temporarily suspend the Agreement and withhold further payments; prohibit Grantee from incurring additional obligations with respect to the NJCIC FY22 Grant funds pending corrective action by Grantee; or



decide to terminate the NJCIC FY22 Grant in accordance with paragraph C below. Prior to the effective date of any such action OSHE shall provide Grantee with the opportunity to provide a written response to such action. OSHE shall allow all necessary and proper costs which the Grantee could not reasonably avoid during the period of suspension provided that they meet the provisions of OMB Super Circular.

- B. OSHE may terminate the Agreement, in whole or in part, upon thirty (30) days written notice, whenever it is determined that Grantee has failed to comply with the terms of this Agreement, and has not cured the noncompliance. OSHE shall promptly notify Grantee, in writing, of the determination and the reasons for the termination together with the effective date and shall provide Grantee with an opportunity to respond to such reasons.
- C. The parties may terminate the Agreement in whole, or in part, when both parties agree to do so in writing. The parties shall agree upon the termination conditions including the effective date and in case of partial termination, the portion to be terminated. Grantee shall not incur new obligations for the terminated portion after the effective date, and shall cancel any outstanding obligations that are cancellable.

## XII. AMENDMENT

No amendment to this Agreement shall be effective unless in writing and signed by both parties.

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**ON BEHALF OF THE NEW JERSEY CIVIC INFORMATION CONSORTIUM**

Christopher J. Daggett  
Chairperson, Board of Directors


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*Signature* *Date*

**ON BEHALF OF THE OFFICE OF THE SECRETARY OF HIGHER EDUCATION**

Dr. Brian K. Bridges  
Secretary of Higher Education

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 12/21/2021  
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*Signature* *Date*

# APPENDIX D

EXECUTION VERSION

Bylaws of

**THE NEW JERSEY CIVIC INFORMATION CONSORTIUM**

A New Jersey Nonprofit Corporation

## EXECUTION VERSION

### ARTICLE 1 NAME

Section 1.1 Corporate Name  
The name of this corporation is the New Jersey Civic Information Consortium (the “Consortium”).

### ARTICLE 2 OFFICES

Section 2.1 Office(s)  
The principal office for the transaction of the business of the Consortium may be established at any place or places within the State of New Jersey by resolution of the Board. The Board also may at any time establish branch or subordinate offices at any place or places where the Consortium is qualified to transact business.

### ARTICLE 3 MEMBERS

Section 3.1 Member Universities  
The members of the Consortium are The College of New Jersey, Montclair State University, the New Jersey Institute of Technology, Rowan University, and Rutgers, The State University.

### ARTICLE 4 PURPOSES

Section 4.1 General Purpose  
The Consortium is organized under P.L. 2018, c.111, and the New Jersey Nonprofit Corporation Act as a supporting organization exclusively for the benefit of, to perform the functions of, or to carry out the purposes of the member universities. The purpose of the Consortium is to advance research and innovation in the field of media and technology to benefit the State’s civic life and evolving information needs by (i) leveraging the resources, knowledge, and expertise of its member universities to bolster public-interest journalism, civic information, and media innovation; and (ii) providing grants and support to collaborations between member universities and local media organizations that support news and information to benefit the State’s civic life and meet the evolving information needs of New Jersey’s underserved communities.

### ARTICLE 5 LIMITATIONS

Section 5.1 Political Activities  
The Consortium has been formed under P.L. 2018, c.111, and the New Jersey Nonprofit Corporation Act for the charitable purposes described in Article 4, and it shall be nonprofit and nonpartisan. No substantial part of the activities of the Consortium shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the Consortium shall not participate in or intervene in any political campaign (including the publishing or distribution of statements) on behalf of, or in opposition to, any candidate for public office.

Section 5.2 Prohibited Activities  
The Consortium shall not, except in any insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purpose described in Article 4.



## EXECUTION VERSION

### ARTICLE 6 DEDICATION OF ASSETS

#### Section 6.1 Property Dedicated to Nonprofit Purposes

The property of the Consortium is irrevocably dedicated to charitable purposes. No part of the net income or assets of the Consortium shall ever inure to the benefit of any of its Directors or Officers, or to the benefit of any private person, except that the Consortium is authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article 4 hereof.

#### Section 6.2 Distribution of Assets Upon Dissolution

Upon the dissolution or winding up of the Consortium, its assets remaining after payment, or provision for payment, of all debts and liabilities of the Consortium shall be distributed to such organization(s) organized and operated exclusively for charitable, educational, religious, or scientific purposes, as shall at the time qualify as an exempt organization under section 501(c)(3) of the Code, or to the New Jersey state government, for a public purpose, as the Board of Directors shall determine.

### ARTICLE 7 DIRECTORS

#### Section 7.1 Number

The authorized number of directors of the Consortium (“Directors”) shall be 15, as set forth in P.L. 2018, c.111.

#### Section 7.2 Qualification and Term

The Directors shall be appointed based on the qualifications set forth in P.L. 2018, c.111 and the Board shall make every effort to strive for diversity and balance of representation according to gender, race, ethnicity, and geography within any limits allowed under law. No more than two of the four Directors appointed by the Board shall be of the same political party. Each Director shall serve a term of four years, except that the Director representing the New Jersey media sector shall serve an initial term of one year and the Director representing the New Jersey technology sector shall serve an initial term of two years. No board member shall serve more than two four-year terms.

#### Section 7.3 Corporate Powers Exercised by Board

Subject to the provisions of P.L. 2018, c.111, the New Jersey Nonprofit Corporation Act, and any other applicable laws, the business and affairs of the Consortium shall be managed, and all corporate powers shall be exercised, by or under the direction of the board of Directors (the “Board”). The Board may delegate the management of the activities of the Consortium to any person or persons, management company or committee however composed, provided that the activities and affairs of the Consortium shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board.

#### Section 7.4 Resignation and Other Vacancies

Any Director may resign by delivering a written resignation to the Chairman and Secretary of the Consortium. The Chairman or Secretary of the Consortium shall inform the appointing authority of the resignation and request a new appointment. All vacancies caused by the death, resignation or removal of a Director shall be filled by the original appointment authority, who shall be notified by the Chairman or Secretary of the Consortium, and any such directors appointed to fill such vacancies shall serve on the Board only for the unexpired term. The Chairman or Secretary of the Consortium shall notify the original appointment authority within ten days of being notified of the vacancy. All such appointments to fill in vacancies shall be made by the appointment authority in a timely fashion. .

##### 7.4.1 Removal

The Board may by resolution of a majority of the Board declare vacant the office of a Director who has been declared of unsound mind by an order of court, or convicted of a felony, or found by final

## EXECUTION VERSION

order or judgment of any court to have breached a duty under the New Jersey Nonprofit Corporation Act.

### Section 7.5 Regular Meetings

Each year, the Board shall hold at least one meeting, at a time and place fixed by the Board, for the purposes of election of Directors, appointment of Officers, review and approval of the corporate budget and transaction of other business. This meeting is sometimes referred to in these Bylaws as the “annual meeting.” Other regular meetings of the Board may be held at such time and place as the Board may fix from time to time by resolution.

### Section 7.6 Special Meetings

Special meetings of the Board for any purpose may be called at any time by the Chairperson, or the Vice Chairperson (if any), or the Secretary, or any two Directors.

### Section 7.7 Notice of Meetings

#### 7.7.1 Manner of Giving

Except when the time and place of a regular meeting is set by the Board by resolution in advance (as permitted by Section 7.5), notice of the time and place of all regular and special meetings shall be given to each Director by one of the following methods:

- (a) Personal delivery of oral or written notice;
- (b) First-class mail, postage paid;
- (c) Telephone, including a voice messaging system or other system or technology designed to record and communicate messages; or
- (d) Facsimile, electronic mail (“e-mail”) or other means of electronic transmission if the recipient has consented to accept notices in this manner.

All such notices shall be given or sent to the Director’s address, phone number, facsimile number or e-mail address as shown on the records of the Consortium. Any oral notice given personally or by telephone may be communicated directly to the Director or to a person who would reasonably be expected to promptly communicate such notice to the Director. Notice of regular meetings may be given in the form of a calendar or schedule that sets forth the date, time and place of more than one regular meeting.

#### 7.7.2 Time Requirements

Notices sent by first-class mail shall be deposited into a United States mail box at least four days before the time set for the meeting. Notices given by personal delivery, telephone, voice messaging system or other system or technology designed to record and communicate messages, facsimile, e-mail or other electronic transmission shall be delivered at least forty-eight hours before the time set for the meeting.

#### 7.7.3 Notice Contents

The notice shall state the time and place for the meeting, except that if the meeting is scheduled to be held at the principal office of the Consortium, the notice shall be valid even if no place is specified. The notice need not specify the purpose of the meeting unless required to elsewhere in these Bylaws.

### Section 7.8 Place of Board Meetings

Regular and special meetings of the Board may be held at any place within the state that has been designated in the notice of the meeting, or, if not stated in the notice or, if there is no notice, designated by resolution of the Board. If the place of a regular or special meeting is not designated

## EXECUTION VERSION

in the notice or fixed by a resolution of the Board, it shall be held at the principal office of the Consortium.

### 7.8.1 Meetings by Telephone or Similar Communication Equipment

Any meeting may be held by conference telephone or other communications equipment as long as all Directors participating in the meeting can communicate with one another. All such Directors shall be deemed to be present in person at such meeting.

## Section 7.9 Quorum and Action of the Board

### 7.9.1 Quorum

A majority of Directors then in office (but no fewer than two Directors or one-third of the entire Board, whichever is greater) shall constitute a quorum for the transaction of business, except to adjourn as provided in Section 7.11.

### 7.9.2 Minimum Vote Requirements for Valid Board Action

Every act taken or decision made by a vote of the majority of the Directors present at a meeting duly held at which a quorum is present is the act of the Board, unless a greater number is expressly required by P.L. 2018, c.111, the New Jersey Nonprofit Corporation Act or these Bylaws. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors from the meeting, if any action taken is approved by at least a majority of the required quorum for that meeting.

### 7.9.3 When a Greater Vote Is Required for Valid Board Action

The following actions shall require a vote by a majority of all Directors then in office in order to be effective:

- (a) The annual budget of the Consortium;
- (b) Approval of contracts or transactions in which a Director has a direct or indirect material financial interest as described in Section 10.1 (provided that the vote of any interested Director(s) is not counted);
- (c) Creation of, and appointment to, Committees (but not advisory committees) as described in Section 8.1;
- (d) The dissolution of the Consortium; and
- (e) Removal of a Director as described in Section 7.4.1.

## Section 7.10 Waiver of Notice

The transactions of any meeting of the Board, however called and noticed or wherever held, shall be as valid as though taken at a meeting duly held after regular call and notice, if (i) a quorum is present, and (ii) either before or after the meeting, each of the Directors who is not present at the meeting signs a written waiver of notice, a consent to holding the meeting, or an approval of the minutes. The waiver of notice or consent does not need to specify the purpose of the meeting. All waivers, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meeting. Also, notice of a meeting is not required to be given to any Director who attends the meeting without protesting before or at its commencement about the lack of adequate notice. Directors can protest the lack of notice only by presenting a written protest to the Secretary either in person, by first-class mail addressed to the Secretary at the principal office of the Consortium as contained on the records of the Consortium as of the date of the protest, or by facsimile addressed to the facsimile number of the Consortium as contained on the records of the Consortium as of the date of the protest.

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- Section 7.11     Adjournment  
A majority of the Directors present, whether or not constituting a quorum, may adjourn any meeting to another time and place.
- Section 7.12     Notice of Adjournment  
Notice of the time and place of holding an adjourned meeting need not be given, unless the meeting is adjourned for more than twenty-four hours, in which case personal notice of the time and place shall be given before the time of the adjourned meeting to the Directors who were not present at the time of the adjournment.
- Section 7.13     Conduct of Meetings  
Meetings of the Board shall be presided over by the Chairperson, or, if there is no Chairperson or the Chairperson is absent, the Vice Chairperson (if any) or, in the absence of each of these persons, by a chairperson of the meeting, chosen by a majority of the Directors present at the meeting. The Secretary shall act as secretary of all meetings of the Board, provided that, if the Secretary is absent, the presiding officer shall appoint another person to act as secretary of the meeting. Meetings shall be governed by rules of procedure as may be determined by the Board from time to time, insofar as such rules are not inconsistent with or in conflict with these Bylaws, with P.L. 2018, c.111, or with any provisions of law applicable to the Consortium.
- Section 7.14     Action Without Meeting  
Any action required or permitted to be taken by the Board may be taken without a meeting, if all members of the Board, individually or collectively, consent in writing to the action. For the purposes of this Section 7.14 only, “the Board” shall not include any interested Director. Such written consent shall have the same force and effect as a unanimous vote of the Board taken at a meeting. Such written consent or consents shall be filed with the minutes of the proceedings of the Board.  
  
Written consent may be transmitted by first-class mail, messenger, courier, facsimile, e-mail or any other reasonable method satisfactory to the Chairperson.
- Section 7.15     Fees and Compensation of Directors  
The Consortium shall not pay any compensation to Directors for services rendered to the Consortium as Directors, except that Directors may be reimbursed for expenses incurred in the performance of their duties to the Consortium, in reasonable amounts as approved by the Board and within the limits of funds available to the Board.
- Section 7.16     Non-Liability of Directors  
The Directors shall not be personally liable for the debts, liabilities, or other obligations of the Consortium.
- ARTICLE 8     COMMITTEES**
- Section 8.1     Committees of Directors  
The Board may, by resolution adopted by a majority of the Directors then in office, create one or more Board Committees (“Committees”), each consisting of 2 or more Directors, to serve at the discretion of the Board.
- Section 8.2     Meetings and Action of Board Committees  
Meetings and action of Committees shall be governed by, and held and taken in accordance with, the provisions of Article 7 concerning meetings of Directors. Minutes shall be kept of each meeting of any Committee and shall be filed with the corporate records. The Committee shall report to the Board from time to time as the Board may require. The Board may adopt rules for the governance of any Committee not inconsistent with the provisions by these Bylaws. In the absence of rules adopted by the Board, the Committee may adopt such rules.

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- Section 8.3      Quorum Rules for Board Committees  
A majority of the Committee members shall constitute a quorum for the transaction of Committee business. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Committee members, if any action taken is approved by at least a majority of the required quorum for that meeting.
- Section 8.4      Revocation of Delegated Authority  
The Board may, at any time, revoke or modify any or all of the authority that the Board has delegated to a Committee, increase or decrease (but not below 2) the number of members of a Committee, and fill vacancies in a Committee from the members of the Board.
- Section 8.5      Advisory Committees  
The Board may create one or more advisory committees to serve at the pleasure of the Board. Appointments to such advisory committees need not, but may, be Directors. The Board shall appoint and discharge advisory committee members. All actions and recommendations of an advisory committee shall require ratification by the Board before being given effect.
- Section 8.6      Powers of the Board  
  
Subject to P.L. 2018, c.111 and Article 3 hereof, the Board, shall, amongst other things, have the power to decide the timing of grants, the manner of making grants, and the selection of grant recipients by the Consortium, and in otherwise directing the use of the income or assets of the Consortium.
- ARTICLE 9      OFFICERS**
- Section 9.1      Officers  
The officers of the Consortium (“Officers”) shall be a Chairperson, a Secretary, and a Treasurer. Other than the Chairperson, these persons may, but need not be, selected from among the Directors. The Board shall have the power to designate additional Officers, including a Vice Chairperson, who also need not be Directors, with such duties, powers, titles and privileges as the Board may fix. Any number of offices may be held by the same person, except that the Secretary and the Treasurer may not serve concurrently as Chairperson.
- Section 9.2      Election of Officers  
The Officers shall be elected by the Board at the annual meeting of the Consortium for a term of one year, and each shall serve at the discretion of the Board until his or her successor shall be elected, or his or her earlier resignation or removal. Officers may be elected for unlimited consecutive terms.
- Section 9.3      Removal of Officers  
Subject to the rights, if any, of an Officer under any contract of employment, any Officer may be removed, with or without cause, (i) by the Board, at any regular or special meeting of the Board, or at the annual meeting of the Consortium, or (ii) by an Officer on whom such power of removal may be conferred by the Board.
- Section 9.4      Resignation of Officers  
Any Officer may resign at any time by giving written notice to the Consortium. Any resignation shall take effect at the date of the receipt of that notice or at any later time specified in that notice; and, unless otherwise specified in that notice, the acceptance of the resignation shall not be necessary to make it effective. Any resignation is without prejudice to the rights, if any of the Consortium under any contract to which the Officer is a party.
- Section 9.5      Vacancies in Offices  
A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these Bylaws for regular appointments to that office,

## EXECUTION VERSION

provided that such vacancies shall be filled as they occur and not on an annual basis. In the event of a vacancy in any office, such vacancy shall be filled temporarily by appointment by the Chairperson, and the appointee shall remain in office for sixty days, or until the next regular meeting of the Board, whichever comes first. Thereafter, the position can be filled only by action of the Board.

### Section 9.6 Responsibilities of Officers

#### 9.6.1 Chairperson of the Board

The chairperson of the Board (the “Chairperson”), if any, shall be a Director and shall preside at meetings of the Board and exercise and perform such other powers and duties as may from time to time be assigned to him by the Board or prescribed by these Bylaws.

#### 9.6.2 Vice Chairperson

The vice chairperson of the Consortium (the “Vice Chairperson”) shall, in the absence or disability of the Chairperson, perform all the duties of the Chairperson and, when so acting, have all the powers of and be subject to all the restrictions upon, the Chairperson. The Vice Chairperson shall have such other powers and perform such other duties as may be prescribed by the Board.

#### 9.6.3 Secretary

The secretary of the Consortium (the “Secretary”) shall attend to the following:

- (a) Bylaws - The Secretary shall certify and keep or cause to be kept at the principal office of the Consortium the original or a copy of these Bylaws as amended to date.
- (b) Minute Book - The Secretary shall keep or cause to be kept a minute book as described in Section 12.1.
- (c) Notices - The Secretary shall give, or cause to be given, notice of all meetings of the Board in accordance with these Bylaws.
- (d) Corporate Records - Upon request, the Secretary shall exhibit or cause to be exhibited at all reasonable times to any Director, or to his or her agent or attorney, these Bylaws and the minute book.

#### 9.6.4 Treasurer

The treasurer of the Consortium (the “Treasurer”) shall attend to the following:

- (a) Books of Account - The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of accounts of the properties and transactions of the Consortium, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, retained earnings, and other matters customarily included in financial statements. The books of account shall be open to inspection by any Director at all reasonable times.
- (b) Financial Reports - The Treasurer shall prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports.
- (c) Deposit and Disbursement of Money and Valuables - The Treasurer shall deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the Consortium with such depositories as may be designated by the Board; shall disburse, or cause to be disbursed, the funds of the Consortium as may be ordered by the Board; shall render, or cause to be rendered to the Chairperson and Directors, whenever they request it, an account of all of his or her transactions as Treasurer and of the financial condition of the Consortium; and shall have other powers and perform such other duties incident to the office of Treasurer as may be prescribed by the Board or these Bylaws.

## EXECUTION VERSION

### 9.6.5 Additional Officers

The Board may empower the Chairperson, or executive director, to appoint or remove such other Officers as the business of the Consortium may require, each of whom shall hold office for such period, have such authority, and perform such duties as are provided in these Bylaws or as the Board from time to time may determine.

### Section 9.7 Executive Director

As set forth in P.L. 2018, c.111, the Board shall appoint and employ an Executive Director who shall serve as the chief executive, administrative and operational officer of the Consortium. The Executive Director shall oversee all operations of the Consortium, work with the Board of Directors to fulfill the Board's goals and plans, oversee all staff, serve as a spokesperson for the Consortium and oversee grant making and fundraising, and fulfill any other requirements as set forth in P.L. 2018, c.111. The Executive Director shall attend all meetings of the Board and shall make a report to the Board at every Board meeting on his or her activities and the activities of the Consortium. The Executive Director shall determine Consortium staff liaisons for each Board Committee. The Executive Director shall maintain records of the Consortium in accordance with State law and these Bylaws and work with the Secretary to maintain records in the custody of the Secretary. The Executive Director shall work with the Chairperson, Treasurer and such other Committees as required on setting the annual budget. The Executive Director shall provide orientation to all new Board members. The Executive Director shall follow the guidelines set forth in P.L. 2018, c.111 for hiring of additional staff based on decisions made by the Board. The Executive Director shall look at ways to collaborate with the host university or other member university in order to share staffing, startup, operating, administrative and other costs, as noted in P.L. 2018, c.111.

## **ARTICLE 10 TRANSACTIONS BETWEEN CONSORTIUM AND DIRECTORS OR OFFICERS**

### Section 10.1 Transactions with Directors and Officers

#### 10.1.1 Interested Party Transactions

Except as described in Section 10.1.2, the Consortium shall not be a party to any transaction with any corporation, firm, association, or other entity in which one or more Directors or Officers has a material financial interest.

#### 10.1.2 Requirements to Authorize Interested Party Transactions

- (a) By the Board of Directors - The Consortium shall not be a party to any transaction described in Section 10.1.1 unless:
- i. the Consortium enters into the transaction for its own benefit;
  - ii. the transaction is fair and reasonable to the Consortium at the time the transaction is entered into;
  - iii. prior to consummating the transaction or any part thereof, the Board authorizes or approves the transaction in good faith, by a vote of a majority of Directors then in office (without counting the vote of the interested Director(s)), and with knowledge of the material facts concerning the transaction and the interested Director's(s') or Officer's(s') financial interest in the transaction;
  - iv. prior to authorizing or approving the transaction, the Board considers and in good faith determines after reasonable investigation that the Consortium could not obtain a more advantageous arrangement with reasonable effort under the circumstances; and

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- v. the minutes of the Board meeting at which such action was taken reflect that the Board considered and made the findings described in paragraphs (i) through (iv) of this Section 10.1.2(a).

(b) By a Committee - A Committee shall not approve a transaction described in 10.1.1 unless:

- i. the Committee approves the transaction in a manner consistent with the standards set forth in Section 10.1.2(a);
- ii. it was not reasonably practicable to obtain approval of the transaction by the Board prior to entering into the transaction; and
- iii. the Board, after determining in good faith that the two above-enumerated conditions of this Section 10.1.2(b) are satisfied, ratifies the transaction at its next meeting by a vote of the majority of the Directors in office without counting the vote of the interested Director or Directors.

### 10.1.3 Material Financial Interest

A Director or Officer shall not be deemed to have a “material financial interest” in a transaction if the contract or transaction is part of a public or charitable program of the Consortium, and it (1) is approved or authorized by the Consortium in good faith and without unjustified favoritism, and (2) results in a benefit to one or more Directors or their families only because they are in the class of persons intended to be benefited by the program.

### Section 10.2 Loans to Directors and Officers

The Consortium may advance money to a Director or Officer for expenses reasonably anticipated to be incurred in the performance of duties of such Director or Officer, if in the absence of such advance, such Director or Officer would be entitled to be reimbursed for such expenses by the Consortium.

### Section 10.3 Interlocking Directorates

No contract or other transaction between the Consortium and any corporation, firm or association of which one or more Directors are directors is either void or voidable because such Director(s) are present at the Board or Committee meeting that authorizes, approves or ratifies the contract or transaction, if (i) the material facts as to the transaction and as to such Director’s other directorship are fully disclosed or known to the Board or Committee, and the Board or Committee authorizes, approves or ratifies the contract or transaction in good faith by a vote sufficient without counting the vote of the common Director(s) (subject to the quorum provisions of Article 7); or if (ii) the contract or transaction is just and reasonable as to the Consortium at the time it is authorized, approved or ratified.

### Section 10.4 Duty of Loyalty; Construction with Article 11

Nothing in this Article 10 shall be construed to derogate in any way from the absolute duty of loyalty that every Director and Officer owes to the Consortium. Furthermore, nothing in this Article 10 shall be construed to override or amend the provisions of Article 11. All conflicts between the two articles shall be resolved in favor of Article 11.

## ARTICLE 11 INDEMNIFICATION OF DIRECTORS AND OFFICERS

### Section 11.1 Agent

For purpose of this Article 11, “Agent” means any person who is or was a Director, officer, employee, or other agent of the Consortium, or is or was serving at the request of the Consortium as a Director, officer, employee, or agent of the Consortium.

### Section 11.2 Third Party Actions



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Any person who was, or is, or hereafter shall be an Agent of the Consortium shall be indemnified by the Consortium against his or her reasonable costs, disbursements and counsel fees (hereinafter “Expenses”) and liabilities paid or incurred in satisfaction of any judgment, fine, penalty or settlement (hereinafter “Liabilities”) in connection with any pending, threatened or completed civil, criminal, administrative or arbitrative action, suit or proceeding, and any appeal therein or therefrom (hereinafter “Proceeding”) involving such Agent by reason of his or her being or having been an Agent, other than a Proceeding by or in the right of the Consortium if (a) such Agent acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interests of the Consortium; and (b) with respect to any criminal proceeding, such Agent had no reasonable cause to believe his or her conduct was unlawful. The termination of any Proceeding by judgment, order, settlement, conviction or upon plea of *nolo contendere* or its equivalent, shall not of itself create a presumption that such Agent did not meet the applicable standards of conduct set forth in this Section.

### Section 11.3 Actions by or in the Right of the Consortium

The Consortium shall indemnify an Agent against his or her Expenses in connection with any Proceeding by or in the right of the Consortium to procure a judgment in its favor which involves the Agent by reason of his or her being or having been such Agent, if he or she acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interests of the Consortium. However, in such Proceeding no indemnification shall be provided in respect of any claim, issue or matter as to which such Agent shall have been adjudged to be liable for negligence or misconduct, unless and only to the extent that the court, administrative agency, or arbitrator in which such Proceeding was brought shall determine upon application that despite the adjudication of liability, but in view of all circumstances of the case, such Agent is fairly and reasonably entitled to indemnity for such Expenses as the court, administrative agency, or arbitrator shall deem proper.

### Section 11.4 Mandatory Indemnification

The Consortium shall indemnify an Agent against Expenses to the extent that such Agent has been successful on the merits or otherwise in any Proceeding referred to in Section 11.2 or Section 11.3 above in defense of any claim, issue or matter therein.

### Section 11.5 Procedure for Effecting Indemnification

Any indemnifications under Section 11.2 or Section 11.3, unless ordered by a court, may be made by the Consortium only as authorized in a specific case upon a determination that indemnification is proper in the circumstances because the Agent met the applicable standard of conduct as set forth in Section 11.2 or Section 11.3. Such determination shall be made (a) by the Board of Directors, acting by a majority vote of a quorum consisting of the Directors who were not parties to or otherwise involved in the Proceeding, or (b) if such a quorum is not obtainable or, even if obtainable, and such quorum of the Board of Directors by a majority vote of the disinterested Directors so directs, by independent legal counsel, in a written opinion, such counsel to be designated by the Board of Directors.

### Section 11.6 Advancing Expenses

Expenses incurred by an Agent in connection with a Proceeding may be paid by the Consortium in advance of the final disposition of the Proceeding if authorized in the manner provided in Section 11.5 upon receipt of an undertaking by or on behalf of the Agent to repay such amount unless it shall ultimately be determined that he is entitled to be indemnified as provided in this Article.

### Section 11.7 Scope of Bylaws

The indemnification provided by this Article 11, (a) shall apply to the Agent and the legal representative or representatives of the Agent and (b) shall not exclude any other rights to which an Agent may be entitled under the Bylaws of the Consortium or by agreement or otherwise.

### Section 11.8 Insurance

The Board may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any Agent, against any liability asserted against or incurred by any Agent in such capacity or

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arising out of the Agent's status as such, whether or not the Consortium would have the power to indemnify the Agent against the liability under the provisions of Article 11.

### ARTICLE 12 CORPORATE RECORDS, REPORTS AND SEAL

#### Section 12.1 Minute Book

The Consortium shall keep a minute book in written form which shall contain a record of all actions by the Board or any committee including (i) the time, date and place of each meeting; (ii) whether a meeting is regular or special and, if special, how called; (iii) the manner of giving notice of each meeting and a copy thereof; (iv) the names of those present at each meeting of the Board or any Committee thereof; (v) the minutes of all meetings; (vi) any written waivers of notice, consents to the holding of a meeting or approvals of the minutes thereof; (vii) all written consents for action without a meeting; (viii) all protests concerning lack of notice; and (ix) formal dissents from Board actions.

#### Section 12.2 Books and Records of Account

The Consortium shall keep adequate and correct books and records of account. "Correct books and records" includes, but is not necessarily limited to: accounts of properties and transactions, its assets, liabilities, receipts, disbursements, gains, and losses.

#### Section 12.3 Articles of Incorporation and Bylaws

The Consortium shall keep at its principal office, the original or a copy of the Articles of Incorporation and Bylaws as amended to date.

##### 12.3.1 Maintenance and Inspection of Federal Tax Exemption Application and Annual Information Returns

The Consortium shall at all times keep at its principal office, and/or electronically, a copy of its federal tax exemption application and, for three years from their date of filing, its annual information returns. These documents shall be open to public inspection and copying to the extent required by the Code.

#### Section 12.4 Annual Report; Statement of Certain Transactions

The Board shall cause an annual report to be sent to each Director within 120 days after the close of the Consortium's fiscal year containing the following information:

- (a) The assets and liabilities of the Consortium, including the trust funds, as of the end of the fiscal year;
- (b) The principal changes in assets and liabilities, including trust funds, during the fiscal year;
- (c) The revenue or receipts of the Consortium, both unrestricted and restricted to particular purposes, for this fiscal year;
- (d) The expenses or disbursements of the Consortium for both general and restricted purposes during the fiscal year;
- (e) A statement of any transaction (i) to which the Consortium was a party, (ii) which involved more than \$50,000 or which was one of a number of such transactions with the same person involving, in the aggregate, more than \$50,000, and (iii) in which either of the following interested persons had a direct or indirect material financial interest (a mere common directorship is not a financial interest):
  - (1) Any Director or Officer of the Consortium;

The statement shall include: (i) a brief description of the transaction; (ii) the names of interested persons involved; (iii) their relationship to the Consortium; (iv) the nature of their

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interest in the transaction, and; (v) when practicable, the amount of that interest, provided that, in the case of a partnership in which such person is a partner, only the interest of the partnership need be stated.

- (f) A brief description of the amounts and circumstances of any indemnifications or advances paid during the fiscal year to any Officer or Director under Article 10 or Article 11.

Section 12.5 Annual Report to Governor, Legislature, Public Hearings  
The Consortium shall annually report to the Governor and to the State Legislature on the activities of the Consortium and make the report available on the Consortium's website, and annually hold public hearings as required by P.L. 2018, c.111.

Section 12.6 Providing Information to Member Universities  
For each taxable year, the Consortium shall provide each member university all necessary documents and information as required by Treasury Regulations section 1.509(a)-4(i).

Section 12.7 Directors' Rights of Inspection  
Every Director shall have the absolute right at any reasonable time to inspect the books, records, documents of every kind, and physical properties of the Consortium. The inspection may be made in person or by the Director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents.

## ARTICLE 13 EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS

Section 13.1 Execution of Instruments  
The Board, except as otherwise provided in these Bylaws, may by resolution authorize any Officer or agent of the Consortium to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Consortium, and such authority may be general or confined to specific instances. Unless so authorized, no Officer, agent, or employee shall have any power or authority to bind the Consortium by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

Section 13.2 Checks and Notes  
Except as otherwise specifically determined by resolution of the Board, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the Consortium shall be signed by the Treasurer and countersigned by the Chairperson.

Section 13.3 Deposits  
All funds of the Consortium shall be deposited from time to time to the credit of the Consortium in such banks, trust companies, or other depositories as the Board may select.

Section 13.4 Gifts  
The Board may accept on behalf of the Consortium any contribution, gift, bequest, or devise for the charitable or public purposes of the Consortium.

## ARTICLE 14 CONSTRUCTION AND DEFINITIONS

Unless the context requires otherwise, the general provisions, rules of construction, and definitions of P.L. 2018, c.111 and the New Jersey Nonprofit Corporation Act shall govern the construction of these Bylaws. Without limiting the generality of the above, the masculine gender includes the feminine and neuter, the singular number includes the plural, the plural number includes the singular, and the term "person" includes both the Consortium and a natural person. All references

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to statutes, regulations and laws shall include any future statutes, regulations and laws that replace those referenced.

### ARTICLE 15 AMENDMENTS

#### Section 15.1 Amendment by Directors

The Board may adopt, amend or repeal these Bylaws. Such power is subject to the following limitations:

- (a) Where any provision of these Bylaws requires the vote of a larger proportion of the Directors than otherwise is required by law, such provision may not be altered, amended or repealed except by the vote of such greater number.
- (b) No amendment may extend the term of a Director beyond that for which such Director was elected.
- (c) If bylaws are adopted, amended or repealed at a meeting of the Board, such action is authorized only at a duly called and held meeting for which written notice of such meeting, setting forth the proposed bylaw revisions with explanations therefor, is given in accordance with these Bylaws, unless such notice is waived in accordance with these Bylaws.

# APPENDIX E

The New Jersey Civic Information Consortium

Conflict of Interest Policy  
Adopted December 17, 2020

Article I.  
Purpose

The purpose of the conflict of interest policy is to protect the New Jersey Civic Information Consortium's (Consortium) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Consortium or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Article II.  
Definitions

**1. Interested Person**

Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

**2. Financial Interest**

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a. An ownership or investment interest in any entity with which the Consortium has a transaction or arrangement,
- b. A compensation arrangement with the Consortium or with any entity or individual with which the Consortium has a transaction or arrangement, or
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Consortium is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

Article III.  
Procedures

**1. Duty to Disclose**

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

**2. Determining Whether a Conflict of Interest Exists**

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

**3. Procedures for Addressing the Conflict of Interest**

- a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/ she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c. After exercising due diligence, the governing board or committee shall determine whether the Consortium can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d. If a more advantageous transaction or arrangement isn't reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Consortium's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

**4. Violations of the Conflicts of Interest Policy**

- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

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- b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

### Article IV. Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
- b. The names of the persons who were present for discussion and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

### Article V. Compensation

- a. A voting member of the governing board who receives compensation, directly or indirectly, from the Consortium for services is precluded from voting on matters pertaining to that member's compensation.
- b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Consortium for services is precluded from voting on matters pertaining to that members' compensation.
- c. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Consortium, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

### Article VI. Annual Statements

Each director, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

- a. Has received a copy of the conflicts of interest policy,
- b. Has read and understands the policy,



## EXECUTION VERSION

- c. Has agreed to comply with the policy, and
- d. Understands the Consortium is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

### Article VII. Periodic Reviews

To ensure the Consortium operates in a manner consistent with charitable purposes and doesn't engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Consortium's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and don't result in inurement, impermissible private benefit, or in an excess benefit transaction.

### Article VIII. Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, the Consortium may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

# APPENDIX F



NEW JERSEY  
CIVIC INFORMATION  
CONSORTIUM

# GRANT GUIDELINES FOR 2022

Our second round of grantees has been announced. [See the full list of 2022 grantees here. \(/second-round\)](#).

**Released January 18, 2022**

[Ver la versión en Español. \(/directrices\)](#)

[한글판을 읽어보세요. \(/guidelines-korean\)](#)

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# THE CONSORTIUM IS NO LONGER ACCEPTING GRANT APPLICATIONS FOR THIS ROUND.

The New Jersey Civic Information Consortium (NJCIC), a first in the nation initiative to grow access to local news and information, is now accepting applications for its second round of grant funding for grants up to \$75,000, focusing on the following key areas:

- **Growing and strengthening the local news ecosystem, with a particular focus on new or existing news and information outlets and projects led by and serving communities of color, immigrant communities, non-English speaking communities, and other systematically marginalized communities.** With these grants, the Consortium aims to fill geographic gaps in community news and information across the state as well as gaps for communities of people not well-served by existing news outlets.
- **Diversifying New Jersey’s journalism pipeline, media education and journalism/storytelling training in communities that lack trusted news sources by supporting outlets and projects.** These grants will focus on expanding who gets to tell stories, making sure that media is more representative of the race, gender, age, and socioeconomic status of people who live in New Jersey. Additionally, in this round of grants, preference will be given to support middle and high school journalism programs.
- **Nonpartisan civic voter information, election reporting, and election-related projects, particularly those that address mis- and disinformation and seek to get trustworthy, relevant, and timely information to the public toward more informed and participatory elections.** NJCIC is seeking proposals for nonpartisan projects and reporting that foster a more informed and engaged public around local and state elections.

— **The Consortium is seeking to support reporting and civic engagement projects focused on two specific pressing topics: the ongoing COVID-19 pandemic, and the climate crisis.** Recognizing these as two urgent issues for the State of New Jersey, the Consortium aims to support solutions-focused COVID-19 and climate crisis reporting and civic engagement projects.

You can learn more about the Consortium, see our previous round of grants, and check the FAQ on our website: [www.njcivicinfo.org](http://www.njcivicinfo.org) (<http://www.njcivicinfo.org>)

## ELIGIBILITY

— The state law that created the Civic Information Consortium requires that groups receiving grants must work in partnership with a faculty member, graduate student or program at one of the Consortium's member universities: Montclair State University, Rutgers University, the New Jersey Institute of Technology, Rowan University, The College of New Jersey, and Kean University. **You do not need to have a partnership in order to apply for a grant.** The Consortium can connect you with an interested faculty member, graduate student or program at a member university. However, preference will be given to applicants who have a partnership or an agreement on a partnership in place when applying.

— The Consortium cannot make grants to individuals. All applicants must be 501(c)3 organizations, or fiscally sponsored by a 501(c)3 organization. The Consortium will consider applications from partnerships between a for-profit and non-profit on projects that serve a public good. University partners have also served as fiscal sponsors in the past.

— Organizations that have already received a grant from the Consortium are eligible to apply.

*The Consortium, the member universities and the State of New Jersey will not hold any financial or ownership stake in any project and cannot exercise any editorial control in any project.*

## PROCESS

- Please complete the application by clicking the button below by **11:59PM eastern time on March 4, 2022.**
- Applications will be screened by a panel consisting of Consortium board members. This panel may contact you for follow-up information.
- Final decisions will be made by the Consortium Board of Directors, and notifications are expected in late March or April 2022.
- All applicants will be notified of the board's decisions.

## **OPEN PUBLIC RECORDS ACT (OPRA)**

The [Open Public Records Act \(OPRA\)](https://nj.gov/opra/) (<https://nj.gov/opra/>) is a New Jersey statute that governs the public's access to government records in New Jersey. Because NJCIC receives funding from the State of New Jersey, applicants should be aware that all grant applications are subject to OPRA requests.

## **CONTACT THE CONSORTIUM**

If you have technical difficulty with accessing or completing the application, please email [info@njcivicinfo.org](mailto:info@njcivicinfo.org) (<mailto:info@njcivicinfo.org>) for assistance.

*Please note that NJCIC is currently a volunteer organization with no formal staff. As such, we are not able to answer questions or meet with you about whether your idea or project falls within our guidelines.*

# Frequently Asked Questions (FAQs)

**Who is eligible to apply for funding?**

The Civic Information Consortium provides grants for initiatives to benefit the State's civic life and meet the evolving information needs of New Jersey's communities. All grantees must have evidence of a collaboration between at least one member of the faculty or graduate student of a consortium member university.

Funding can only be provided to nonprofit organizations with 501(c)(3) status. If your organization does not have 501(c)(3) status, then the partner university may be able to act as the fiscal agent.

### **Do I have to have a university partner to initially pitch a project?**

You do not need a university partner to apply for a grant from the Consortium, but you will need one to receive a grant. If you do not have a university partner we will work to connect you with an interested faculty member or graduate student at one of the six member universities. The universities make their own decisions on whether or not to work with an applicant.

### **What role does the university partner play?**

The role of the university partner is up to you and your university partner to develop. The role can be one of an advisor or consulting resource that you can tap for advice and guidance. The role could be one of a more hands on manager or resource to provide strategic direction. The role can also simply be to provide administrative support, however our preference is for some form of advisory role.

If a member university acts as a fiscal sponsor, under the state law creating the Consortium, the university must provide a ten percent match towards the project. This can be additional funding or an in-kind contribution such as back office support, research, staffing, student support or more. This can also be in the form of time provided by a faculty member or graduate student. The type of support can be determined between the grantee and the university partner.

### **When will I hear back from you about the status of my application?**

The deadline to apply was 11:59 p.m. on **March 4, 2022**. The review process will start after the application deadline and we hope to make decisions later this spring. We may reach out to you during the review process with any questions.

### **Who should fill out the application? Do you need one application per project?**

The application should be completed by the project manager or leader, ideally a member of the project team who is the best point of contact. Applications should be limited to one per project.

### **What is the grant period?**

The grant period is for up to one year of application approval, and projects should be completed during this time period. Grantees are expected to be in communication with the Consortium to provide updates on their activities and anticipated timeline. The Consortium will work with grantees to develop a timeline for updates during the grant period.

### **Will I have to file a report after the grant period ends?**

Yes, you will need to submit a report to the Consortium after the grant period ends. The Consortium will work with grantees to determine appropriate documentation for your project.

### **How will I reference the source of this money in any publication?**

To name how your grant is funded, you can say something along the lines of: *“This project is funded by a grant from the New Jersey Civic Information Consortium, an independent nonprofit organization that received public funding to support quality local journalism, promising media startups and other efforts meant to better inform people.”*

### **How detailed of a budget do you need?**

We’d like to know how you plan on spending the grant, but we understand there may be unexpected costs. So, please show what you anticipate the money will be spent on, which could include how the funds will be used for staffing, payment of freelancers or community members, events, and any overhead costs.

### **What can I use the money for?**

The money can be used for project costs such as back office support, research, staffing, student support, etc. We don’t need to know the exact details, but we do need an estimated budget and how the money is shared among project partners.

### **What if we need more than the maximum amount allowed to do our project?**



Unfortunately, at this time we can't provide additional funding to projects beyond their grant. We know these initial grants may not cover everything you intend to do, so we encourage you to be intentional about how you are budgeting for this project. We'll have future opportunities to apply for grants, and we'd encourage those who received initial funding to continue to apply for more funding at that time.

**What if we don't spend all the money?**

Money awarded by the Civic Information Consortium should be used to support the project you apply for. If you haven't spent all the funds awarded, we'll work with you to extend the timeline of your project or find other ways that the funds can be used to achieve the outcomes of your project.

**How should the money be split between entities? Does it have to be split in any certain ways?**

Nope! That'll have to be determined by the collaborators on the project.

**What paperwork will you need from me to disburse the grant?**

Proof of IRS nonprofit status or that you intend to use a 501(c)(3) nonprofit partner or the collaborating university as the fiscal agent.

**What if our project runs into problems after it starts and we need to change its focus?**

Things change, and we will work with grantees in case any major shifts in focus occur. We are investing in your project and project partners, so we're confident that you'll be able to do amazing work, even if it looks a little different from what you originally pitched.

**Does state money mean state control?**

No. While we receive public funding, we are an independent nonprofit overseen by a board of directors. The state law creating the Consortium specifically states that the State of New Jersey, the Consortium and the member universities do not have editorial control or any ownership stake in any project funded.

**Can an organization submit multiple distinct projects for consideration?**

Yes. You can submit an application for any project that you believe would meet the criteria to receive a grant.

### **What if you haven't answered my question in these FAQs?**

Let us know! We know we haven't anticipated everything. Email [info@njcivicinfo.org](mailto:info@njcivicinfo.org) (<mailto:info@njcivicinfo.org>). You can also join one of our upcoming informational sessions with Consortium board members. [Click here to learn more and RSVP.](https://www.eventbrite.com/e/info-session-about-the-nj-civic-information-consortium-grant-process-tickets-143832357453) (<https://www.eventbrite.com/e/info-session-about-the-nj-civic-information-consortium-grant-process-tickets-143832357453>)

***The New Jersey Civic Information Consortium is an independent, 501(c)(3) nonprofit organization that funds initiatives to benefit the State's civic life and meet the evolving information needs of New Jersey's communities. Questions? Contact the Consortium via email at [info@njcivicinfo.org](mailto:info@njcivicinfo.org) (<mailto:info@njcivicinfo.org>).***

# APPENDIX G



## Apply for a New Jersey Civic Information Consortium grant


The New Jersey Civic Information Consortium (NJCIC), a first in the nation initiative to grow access to local news and information, is now accepting applications for its second round of grant funding. Grants will be made up to \$75,000 focusing on the following key areas:


- ➔ Growing and strengthening the local news ecosystem, with a particular focus on new or existing news and information outlets and projects led by and serving communities of color, immigrant communities, non-English speaking communities, and other unheard voices.
- ➔ Diversifying New Jersey's journalism pipeline, media education and journalism/storytelling training in communities that lack trusted news sources by supporting outlets and projects.
- ➔ Nonpartisan civic voter information, election reporting, and election-related projects, particularly those that address mis- and disinformation, and seek to get trustworthy, relevant, and timely information to the public toward more informed and participatory elections.
- ➔ Solutions journalism reporting and civic engagement projects focused on either the ongoing COVID-19 pandemic or the climate crisis.

🔴 NOTE this application has two parts; the first part is about

the project, which you can see below. Once you finish this part, you will be re-directed to the demographics survey, which you can preview here: <https://airtable.com/shreJkfFBT7T6RHV8>

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 For more information about this call for proposals, eligibility guidelines, and process information, please read and review the grant information page: <https://njcivicinfo.org/guidelines>

 **ALSO NOTE:** Airtable does NOT save the information you enter into this form before you click the "Submit" button. You are advised to work on your application in another program and paste the information into the appropriate form field when ready.

Name of the organization applying for a grant \*

Organization address \*

Organization website (if applicable)

Name \*

Phone number \*

Email address \*

Briefly describe your organization in 3-5 sentences. \*

Eligibility for funding \*

Please note that the Consortium cannot make grants to individuals.  
Choose the structure that describes your organization.

- A 501(c)3 organization
- Fiscally sponsored by a 501(c)3 organization
- Other

Affiliated university \*

NOTE: If your project does not have a consortium university partner and is awarded a grant, we will work with you to find a suitable partner.

- Kean University
- Montclair State University
- New Jersey Institute of Technology (NJIT)
- Rowan University
- Rutgers University
- The College of New Jersey (TCNJ)
- I don't have a Consortium university partner yet

Other contact for your organization related to this proposal

Project focus \*

Please select one focus area.

- Growing and strengthening the local news and information ecosystem
- Diversifying journalism pipeline, training, and education
- Nonpartisan civic voter info, election reporting, other related projects
- COVID-19 or climate crisis solutions journalism project

Other project collaborators (if applicable)

Amount requested (up to \$75,000) \*

Please briefly describe your project or idea in one or two sentences. \*

Example: "To launch a new community-centered digital news site for Salem County."

Describe your project or idea, and how it meets the criteria of the Civic Information Consortium's call for applications. \*

In your answer, please be sure to cover:

- Why is this project or idea needed?
- Which community or communities will be served? (Communities can be defined by geography, identity, or other).
- What role will the community or communities play in this project or idea?
- Will community members be compensated (if so, how)?
- What is the general timeline of the project, including how you see this work continuing (or not) in the future.

Please describe your project's top three desired outcomes, and how you will know if they have been achieved. \*

These can be short-term or long-term outcomes, which may or may not be achieved within the timeframe of an NJCIC grant.

Do you already have or need additional funding, outside of a potential Consortium grant, to undertake this work? If so, please explain.

This question helps give us fuller context for your proposed work and vision. For example, do you have an existing project that needs funding to keep going, or perhaps you're at a pivotal moment in your project and a grant would take it to the next level? Is it a new project that needs funding to get off the ground?

Please attach total budget for proposed work. \*

Applicants must upload a budget for their proposal in any format of your choosing. It is helpful to include revenues / income associated with the project if you have any beyond a potential NJCIC grant

 Drop files here

How did you learn about the Consortium?

You will not be penalized for leaving this blank.

Who else is doing interesting and creative media-related work that we should know about in New Jersey?

You will not be penalized for leaving this blank.



Is there anything else that you want to share or would like us to know about you?

If you have any other attachments to add, please drop them here.

 Drop files here

Submit

Never submit passwords through this form. [Report malicious form](#)

# APPENDIX H



# NEW JERSEY CIVIC INFORMATION CONSORTIUM

## Groundbreaking New Jersey initiative announces second series of grants to fund local news and information

*Published on May 2, 2022*

**MONTCLAIR, N.J.** – The New Jersey Civic Information Consortium is pleased to announce \$990,000 in grants to innovative local news and information programs around the state as part of the organization’s second round of funding.

The recipients include 13 first-time grantees and nine renewals to grantees funded during the Consortium’s initial round last year. The grants include projects to create a statewide investigative reporting center, a statewide news site to cover the state’s disabled community, and an online Creole language radio program for the Haitian community. Other projects include expanding coverage of neighborhoods across Jersey City and communities of color in South Jersey, and funding a dedicated statewide reporter to cover mental health, particularly in rural communities.

This round includes the Consortium’s first grants in Hudson, Monmouth and Union Counties, to organizations in Jersey City and New Brunswick, a public high school, and an existing public media organization.

The grant renewals include an innovative news collaborative in Newark; a Cumberland County program to teach journalism skills to foster children and children of the incarcerated; dedicated hyperlocal sites in Atlantic City, Blairstown, Bloomfield and Trenton; and an online Spanish language radio program focusing on seasonal agricultural workers in South Jersey.

“In this new round of grants, the Consortium board worked hard to continue finding ways to fund and grow innovative programs across the state,” Consortium Board Chair Christopher J. Daggett said. “The applications we received are testament to the innovative spirit of the New Jersey media community. Budget constraints were the only barriers we had to funding more projects.”

In addition to \$1 million given to the Consortium last year during the annual state budget process, New Jersey Health Initiatives (NJHI), a statewide grantmaking program of the Robert Wood Johnson Foundation, awarded the Consortium a grant of \$150,000 to fund four health-focused projects of \$35,000 each, which are included in the grants announced today. The remaining \$10,000 of the NJHI funds will be used to support training programs offered to grantees by the Consortium.

“I am particularly excited about the many projects that grow the state’s journalism pipeline in this round of grants,” Consortium Board Vice Chair Therise Edwards said. “By bringing more people into journalism,

particularly students, we can diversify the voices of those telling the stories of New Jersey and work to grow the industry for the future.”

The Consortium is a first-in-the-nation project created in 2018 by the state to focus on growing access to local news and information across New Jersey. The Consortium consists of six Public Research University members – Rutgers, New Jersey Institute of Technology, The College of New Jersey, Montclair State University, Kean University and Rowan University.

***The full list of grant recipients includes:***

**Asbury Park Media Collective (Asbury Park/Monmouth County)**

To create an incubator for emerging community reporters and local media makers. The work the community reporters produce over the course of the training sessions — including news articles, news broadcasts for radio, news videos and documentary short subjects, podcasts, and social media posts — will be published and disseminated through a website and a network of local media partners. This is the Consortium’s first grant awarded in Monmouth County.

**Beyond Expectations, Inc. (Burlington County)\***

For continued support of a pilot program teaching students and young adults, ages 14-24, storytelling and media production skills with an emphasis on conducting interviews with professionals, business leaders, educators, etc., and using online gaming techniques for capturing and promoting interview highlights.

**Black in Jersey (Statewide)**

This grant will support the launch of Black in Jersey as a reliable news and information hub serving New Jersey’s Black communities, and will also provide support for the organization’s first statehouse and local government reporting cohort.

**Blairstown Enhancement Committee (Blairstown/Warren County)\***

For continued support of The Ridgeview Echo, a new hyperlocal news site reporting on Blairstown, Frelinghuysen, Hardwick and Knowlton, all Warren County communities with no other dedicated local news sources.

**Bloomfield Information Project (Bloomfield/Essex County)\***

For continued support of the Bloomfield Information Project's community reporter corps pilot program, which will train residents in news gathering, writing, and production, and provide paid reporting assignments that prioritize the information needs of underserved populations in their community.

### **Center for Cooperative Media at Montclair State University (Montclair/Essex County)**

To launch the NJ News Commons Spanish Translation Service, partnering with the largest Spanish-language and mainstream media outlets in the state to translate statewide news — especially elections-related content and voter information — into Spanish. This project builds on previous pilot work around translating pandemic coverage.

### **Cranford High School (Cranford/Union County)**

To grow the content, readership, and capacity of a fledgling school-wide digital news source by integrating curriculum from varied elective courses and leveraging the expertise of a local college or university. This is the Consortium's first grant in Union County and to a public high school.

### **Front Runner New Jersey (South Jersey)**

To support Front Runner New Jersey, a new site led by a veteran journalist who seeks to maintain and expand its coverage of the Black and Latinx communities in South Jersey.

### **Hopeloft, Inc. (Bridgeton/Cumberland County)\***

For continued support of Hopeloft, a Cumberland County based group that has created a journalism training program for teens in foster care and the children of incarcerated people to tell the stories of their peers. This grant is funded in part by support from New Jersey Health Initiatives (NJHI), a statewide grantmaking program of the Robert Wood Johnson Foundation.

### **Lens 15 Media (Statewide)**

To launch a news agency that produces accessible, multimedia reports for and about people with disabilities in New Jersey. This grant is funded in part by support from New Jersey Health Initiatives (NJHI), a statewide grantmaking program of the Robert Wood Johnson Foundation.

### **M.Y.M. Media LLC/Trenton Journal (Trenton/Mercer County)\***

For continued support of Trenton Journal, a hyper-local news organization bridging the information gaps and connecting communities in Trenton, New Jersey. The Trenton Journal publishes solutions-based journalism via a newsletter, video, and audio stories.

### **Movimiento Cosecha (South Jersey)\***

For continued support of Radio Cosecha, a statewide online Spanish radio program currently focused on telling the stories of seasonal agricultural workers in South Jersey that has a goal of moving statewide.

### **Newark News and Story Collaborative (Newark/Essex County)\***

For continued support of the Newark News and Story Collaborative, which works with residents, local reporters, and mediamakers to respond to Newark residents' information needs and concerns. Its lab comprises resident-reporters that produce unique coverage of issues impacting diverse communities in Newark that lack traditional media coverage.

### **Newark Water Coalition (Newark/Essex County)\***

For continued support of the Newark Water Coalition's oral history project to tell the stories of the advocates who worked to clean up Newark's drinking water.

### **New Brunswick Today (New Brunswick/Middlesex County)**

To launch an investigative project on the census, focusing on the immigrant and non-English speaking communities in New Brunswick. New Brunswick Today will examine the extent to which those communities may have been undercounted in the most recent census and any resulting implications. The project will analyze the past three census counts to examine the effects of gentrification in the city. This is the Consortium's first grant in New Brunswick.

### **New Jersey Center for Investigative Reporting (Statewide)**

To build the New Jersey Center for Investigative Reporting — the "ProPublica of New Jersey" — with the goal of engaging and empowering the public through investigative journalism at the local, county, and state level.

### **New Jersey YMCA State Alliance (Statewide)**

To support an ongoing statewide storytelling project focused on documenting resident perspectives about COVID-19 vaccination. Insights will be incorporated into a digital and print "feature" for local dissemination with resident experiences, recommendations, and best practices for communicating about the vaccine in a community-centered, culturally relevant way. This grant is funded by New Jersey Health Initiatives (NJHI), a statewide grantmaking program of the Robert Wood Johnson Foundation.

### **Radio Rouj & Ble (East Orange/Essex County)**

To deploy an online Haitian community radio organization with its own website, app, and weekly public service announcements, providing information relevant to the more than 23,000 members of the Haitian community in Essex County. Focusing on translating and disseminating reliable information on civics, health, relevant news and education, it will also serve as a voice for the community by creating a platform where community members can address concerns and share experiences.

### **Saint Peter's University (Jersey City/Hudson County)**

To support Slice of Culture, a group of young BIPOC storytellers who want to bring civic engagement to Jersey City and Hudson County through a series of how-to projects and informational stories targeted to immigrant families and communities of color. Its co-founders are Saint Peter's University alumni. This is the Consortium's first grant in Hudson County and Jersey City.

### **Stories of Atlantic City (Atlantic City/Atlantic County)\***

For continued support to train and pay community members to serve as reporters at local meetings (Executive Council, City Council, Casino Reinvestment Development Authority, and the Board of Education). The goal is to provide transparent community access to these critical local meetings and

events because traditional journalism methods are not meeting the larger Atlantic City community's information needs.

**Unidad Latina en Acción NJ (Statewide)**

To support the Radio Jornalera NJ Communication Project, which brings together the development, production and dissemination of public service announcements from the Jornalero and Domestic Laborer Communicators throughout the state. The Public Service Announcements will be on topics that affect daily life, such as housing rights, workers' rights, wage theft, health and safety at work, healthy lifestyle, and/or climate change.

**WNET/NJ Spotlight News (Statewide)**

To support a new Report for America corps member to expand health coverage by focusing on mental health in underserved communities, at the intersection of the COVID-19 pandemic, health inequity, and rural New Jersey. This grant is funded in part by support from New Jersey Health Initiatives (NJHI), a statewide grantmaking program of the Robert Wood Johnson Foundation.

*\* Projects marked with an asterisk are first round grant recipients receiving continued funding.*

# APPENDIX I





# NEW JERSEY CIVIC INFORMATION CONSORTIUM

## 2022 grant applicants

### *Name and organization*

Robert Isaiah, Insight Volunteer Management Services  
Doyle K. Armstrong, Shirley Leota Foreman Armstrong Scholarship  
Dr. D. Michael Hart, Westfield Rotary Club Foundation, Inc  
Geoff Belinfante, HTTV  
Clyde Hughes, Front Runner New Jersey  
George McCollough, Princeton Community Television  
Lauren Skowronski, Sustainable Jersey  
Susan Ritter, Cranford High School  
David Orrell-Chester, The Newark Journal  
Angeline Dean, Intersystemz  
Elaine Tanimura, CivicStory  
Aziza Kibibi McGill-Ayinde, Precious Little Ladies Inc.  
Alex Torpey, Rethink Leadership  
Brianna Baird, Montclair State University Foundation  
Neal Bennett, Industry Media Arts  
Connie Sanchez, Unity Charter School  
David Katowitz, Montclair Local Nonprofit News  
Jesse Burns, League of Women Voters of New Jersey Education Fund  
Tennyson Donyea Coleman, Black In Jersey  
Jason Strother, Lens15 Media  
Bill Bowman, The Franklin Reporter & Advocate LLC  
Oni Advincula, Center for Cooperative Media at Montclair State University  
Ana Paola Pazmino, Unidad Latina en Acción NJ  
Professor Ernabel Demillo and Emory Edwards, Saint Peter's University  
Gina Rullo, The Hammonton Gazette  
Jeff Pierce, VoteLight Inc.  
Mark Berkey-Gerard, South Jersey Climate News project  
Erin Ledwon, Cape May County Herald  
Scott McCraw, Newark Public Radio (WBGO)  
Lee Whack, Chalkbeat

Krystal Knapp and Marc Monseau, New Jersey Center for Investigative Reporting (NJCIR)  
Oni Advincula, Center for Cooperative Media at Montclair State University  
Daniel P. Elwell, Sr., The Metropolitan YMCA of the Oranges  
Joseph Campbell, More Jersey, LLC  
Kerry Margaret Butch, The Asbury Park Media Collective  
Amanda Richardson, Corporation for New Jersey Local Media  
Bob Schapiro, NJ Society of Professional Journalists  
Amanda Richardson, Corporation for New Jersey Local Media  
Marissa Davis, New Jersey YMCA State Alliance  
John Mooney, WNET/NJ Spotlight  
Bob Schapiro, NJ Society of Professional Journalists  
Lynette Deemer, The Two River Times  
James Joseph, RADIO ROUJ & BLE  
Khaatim Sherrer El, Clinton Hill Community Action  
Kaia Niambi Shivers, Ark Republic  
Jeffery Dunn, Amalgamated Business Consultants LLC  
Aziza Kibibi McGill-Ayinde, Precious Little Ladies Inc.  
Jill Faherty, South Orange Public Library  
Kamau Kujichagulia, The Nubian News Corp  
Josie Gonsalves, Public Square Amplified  
Charlie Kratovil, New Brunswick Today LLC  
Dan Swern, coLAB Arts  
John Heinis, Hudson County View  
Craig T. Wolff, Craig T. Wolff

# APPENDIX J



April 28, 2022

Jason Strother  
Lens15 Media  
Via email: [jason.w.strother@gmail.com](mailto:jason.w.strother@gmail.com)

Dear Mr. Strother,

We are pleased to inform you that the New Jersey Civic Information Consortium (NJCIC) has awarded Lens15 Media a grant of \$50,000 to launch a news agency that produces accessible, multimedia reports for and about people with disabilities in New Jersey. This grant was made possible, in part, through funding from the Robert Wood Johnson Foundation.

Before being able to send the grant money, the following information must be sent to NJCIC at [info@njcivicinfo.org](mailto:info@njcivicinfo.org), if it has not been provided already in your application:

1. Partner university, or partner organization if the approved applicant is a NJCIC university, with contact name, email address and phone number. If you don't have a university partner, please notify us and we will match your project with one.
2. Confirmation of nonprofit registration in New Jersey for the entity serving as the fiscal sponsor for the project.
3. Confirmation of IRS status as a tax-exempt organization for the entity serving as the fiscal sponsor for the project.
4. Confirmation of fiscal sponsor acceptance of fiscal responsibility, if fiscal sponsor is not the university partner or grantee organization; and
5. The address where the check should be mailed, [filled out on this form](#).

The grant period for these funds is June 1, 2022 to May 31, 2023. We will ask you to complete a short questionnaire at the end of the grant period, to serve as a final report.

Additionally, we encourage you to keep us posted on your progress, lessons learned, and any questions you may have. We are eager to hear from you and learn from your work.

By accepting this grant, you (or the fiscal agent) agree to maintain your (its) status as a 501(c)(3) corporation, recognized as a public charity under Section 509(a)(1) or (a)(2) of the Internal Revenue Code during the grant period and notify NJCIC immediately if the Internal Revenue Service proposes to change or revoke your (its) status. You (or the fiscal agent) also acknowledge and agree to the terms of



this grant award and represent that no goods or services were provided by your organization in exchange for this grant.

Congratulations on being a grantee of the New Jersey Civic Information Consortium!

Sincerely,

A handwritten signature in black ink that reads "Alan Dayett".

On behalf of the Board of Directors  
New Jersey Civic Information Consortium



**DESIGNED BY**  
Joe Amditis