

Please submit this Grantee Jobs Creation Report as soon as possible after all Grant activities been performed.

**2009/2010 Business Stimulus Fund Grants
Community Stewardship Incentive Program
Grantee Jobs Creation Report**

- A Grantee (county or municipality) awarded a Business Stimulus Fund (BSF) Grant should submit this report to the New Jersey Forest Service as soon as possible after the work has been performed. The NJ Forest Service will not process an invoice for payment of a Grant until it has received this report.
- It is the responsibility of the Grantee to maintain records sufficient to document the information provided herein; and to ensure that its vendors maintain employment and payroll records sufficient to document the information provided in their Vendor Job Creation Report.

Grantee: (name & address of county or municipality)

Summerton Township
23 Beeker St.
Summerton, NJ 08013

Grantee's Authorized Representative: (name, title, phone #, fax #, email)

Robert Greentree, Mayor
Phone: 908.747.1987 Fax: 908.747.1855
Email: RGreentree@acermail.com

Activity(ies) approved to be carried out per this grant: (check any that apply)

- | | | |
|---|--|--|
| <input type="checkbox"/> Training of staff & volunteers | <input type="checkbox"/> Tree hazard identification plan | <input type="checkbox"/> Storm damage assessment |
| <input type="checkbox"/> Public education & awareness | <input checked="" type="checkbox"/> Tree planting | <input type="checkbox"/> Insect & disease management |
| <input type="checkbox"/> Arbor Day activities | <input type="checkbox"/> Tree maintenance | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Tree assessment & inventory | <input type="checkbox"/> Tree recycling | _____ |
| | <input type="checkbox"/> Ordinance establishment | |

Summary of Vendor Reports:

	Vendors paid with grant funding (give name)	Amount (\$) paid to vendor	% of vendor payment funded with BSF Grant monies	
			100%	Other % (specify)
1.	Joe's Nursery	\$4,000.00	100%	
2.	Grey Wolf Landscaping	\$3,000.00	100%	
3.				
4.				
Total:		\$7,000.00		

Grantee Signature: Robert Greentree
(Signature of Grantee's Authorized Representative)

8/31/10
(Date)

Submit copies of all Vendor Jobs Creation Reports as attachments to this report

Please submit this Grantee Jobs Creation Report as soon as possible after all Grant activities been performed.

**2009/2010 Business Stimulus Fund Grants
Community Stewardship Incentive Program
Vendor Jobs Creation Report**

- Each vendor awarded a procurement by a Grantee pursuant to a Business Stimulus Fund Grant must submit this report to the Grantee at the time it submits its invoice for payment.
- It is the responsibility of the vendor to maintain employment and payroll records sufficient to document the information provided in this report.

Vendor: <i>(name & address of company headquarters, including zip + 4 digits¹)</i> Joe's Nursery 900 Grace St. Summerton, NJ 08013		Vendor's DUNS Number: <i>(if available)</i> 772 482 906
Vendor's Authorized Representative: <i>(name, title, phone #, fax #, email)</i> Joe Marks, Manager Phone: 908.555.5775 Fax: 908.555.7557 Email: Joe.Marks@ilexmail.com		
Purchased by: <i>(county or municipality that is the Grantee)</i> Summerton Twp.		
What is being purchased? <i>(list)</i>		
Goods (supplies, materials, equipment):	Services (professional, technical, other):	
15 shade trees 15 tree watering bags 15 tree trunk guards		
Check each quarter in which goods/services have been provided pursuant to this procurement:		
<input type="checkbox"/> 1st Quarter 2010 (Jan-Mar)	<input type="checkbox"/> 1 st Quarter 2011 (Jan-Mar)	
<input type="checkbox"/> 2 nd Quarter 2010 (Apr- June)	<input type="checkbox"/> 2 nd Quarter 2011 (Apr- June)	
<input checked="" type="checkbox"/> 3 rd Quarter 2010 (July-Sept)	<input type="checkbox"/> 3 rd Quarter 2011 (July-Sept)	
<input type="checkbox"/> 4 th Quarter 2010 (Oct-Dec)	<input type="checkbox"/> 4 th Quarter 2011 (Oct-Dec)	
For each quarter checked above, complete a **Quarterly Job Creation Report** in the table provided on Page 2.		

Vendor Signature: Joe Marks 8/31/10
(Signature of Vendor's Authorized Representative) *(Date)*

Vendor should complete and submit this report to the Grantee as soon as possible after the work has been performed and/or the procurement has been fulfilled and, in no case, later than the time the vendor submits its invoice for payment to the Grantee.

¹ The 9-digit zip code may be found for any address on the US Postal Service site at: <http://zip4.usps.com/zip4/welcome.jsp>.

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**2009/2010 Business Stimulus Fund Grants
Community Stewardship Incentive Program
Vendor Jobs Creation Report**

- Each vendor awarded a procurement by a Grantee pursuant to a Business Stimulus Fund Grant must submit this report to the Grantee at the time it submits its invoice for payment.
- It is the responsibility of the vendor to maintain employment and payroll records sufficient to document the information provided in this report.

Vendor: <i>(name & address of company headquarters, including zip + 4 digits²)</i> Grey Wolf Landscaping 7 Mountain Ln. Winterhill, NJ 08550		Vendor's DUNS Number: <i>(if available)</i> 116 099 435
Vendor's Authorized Representative: <i>(name, title, phone #, fax #, email)</i> Felix Wolf, Manager Phone: 632.888.2002 Fax: 632.888.0018 Email: GreyWolfLandscaping@piceaemail.com		
Purchased by: <i>(county or municipality that is the Grantee)</i> Summerton Twp.		
What is being purchased? <i>(list)</i>		
Goods (supplies, materials, equipment):	Services (professional, technical, other):	
mulch	15 shade trees planted 4 roots removed mulching	
Check each quarter in which goods/services have been provided pursuant to this procurement:		
<input type="checkbox"/> 1st Quarter 2010 (Jan-Mar)	<input type="checkbox"/> 1st Quarter 2011 (Jan-Mar)	
<input type="checkbox"/> 2nd Quarter 2010 (Apr- June)	<input type="checkbox"/> 2nd Quarter 2011 (Apr- June)	
<input checked="" type="checkbox"/> 3rd Quarter 2010 (July-Sept)	<input type="checkbox"/> 3rd Quarter 2011 (July-Sept)	
<input type="checkbox"/> 4th Quarter 2010 (Oct-Dec)	<input type="checkbox"/> 4th Quarter 2011 (Oct-Dec)	
For each quarter checked above, complete a **Quarterly Job Creation Report** in the table provided on Page 2.		

Vendor Signature: _____ *Felix Wolf* _____ **8/31/10**
(Signature of Vendor's Authorized Representative) *(Date)*

Vendor should complete and submit this report to the Grantee as soon as possible after the work has been performed and/or the procurement has been fulfilled and, in no case, later than the time the vendor submits its invoice for payment to the Grantee.

² The 9-digit zip code may be found for any address on the US Postal Service site at: <http://zip4.usps.com/zip4/welcome.jsp>.

- In the table below, report job creation for all work performed (i.e., all services provided) that is to be paid for or reimbursed through this procurement.
- For the purposes of this report, jobs are to be considered to be created only through services provided by the Vendor or the Vendor's employees or agents. If the procurement is for the purchase of goods only, and not for the provision of services, enter "none" in the table below.

Quarterly Job Creation Report						
Specify Quarter: <u>3rd</u>						
	Type(s) of jobs funded directly through this procurement <i>(If services are being paid for through this procurement, give a job title or brief description for each job type employed³. Use terms that are commonly understood and convey the nature of the work. List only job(s) with work-hours directly funded by this procurement. If no services are being purchased, enter "none.")</i>	Standard full-time work week for this job type ⁴			# of jobholders (persons) employed in this job type	Total hours worked by jobholders(s) in this job type paid for through this procurement
		40 hr/wk?	35 hr/wk?	other? (specify)		
1.	Nursery Manager	X			1	3
2.	Nursery Operator	X			1	5
3.	Nursery Truck Operator	X			1	4
4.						
5.						
Total # of hours worked as a result of this procurement:						12

If, pursuant to this procurement, work is performed in more than one quarter, copy this page and submit a separate **Quarterly Job Creation Report** for each quarter in which work was done.

³ Examples: tree care worker, landscaper, forestry consultant, construction foreman.

⁴ Give the full-time work week applicable to the job type, even if the individual(s) working the job for this procurement is(are) only working part-time.

- In the table below, report job creation for all work performed (i.e., all services provided) that is to be paid for or reimbursed through this procurement.
- For the purposes of this report, jobs are to be considered to be created only through services provided by the Vendor or the Vendor’s employees or agents. If the procurement is for the purchase of goods only, and not for the provision of services, enter “none” in the table below.

Quarterly Job Creation Report						
Specify Quarter: <u>3rd</u>						
	Type(s) of jobs funded directly through this procurement <i>(If services are being paid for through this procurement, give a job title or brief description for each job type employed⁵. Use terms that are commonly understood and convey the nature of the work. List only job(s) with work-hours directly funded by this procurement. If no services are being purchased, enter “none.”)</i>	Standard full-time work week for this job type⁶			# of jobholders (persons) employed in this job type	Total hours worked by jobholders(s) in this job type paid for through this procurement
		40 hr/wk?	35 hr/wk?	other? (specify)		
1.	Landscaping Labor	X			3	36
2.	Planting Contractor	X			1	4
3.						
4.						
5.						
Total # of hours worked as a result of this procurement:						40

If, pursuant to this procurement, work is performed in more than one quarter, copy this page and submit a separate **Quarterly Job Creation Report** for each quarter in which work was done.

⁵ Examples: tree care worker, landscaper, forestry consultant, construction foreman.

⁶ Give the full-time work week applicable to the job type, even if the individual(s) working the job for this procurement is(are) only working part-time.