



MORRIS COUNTY CLEAN COMMUNITIES



Statistical Report Review

Tuesday, 5/5/2026



Agenda

12:30 – 1:30

1 NJCCC Credit

1 CRP Classroom Credit

1 CPWM Government Credit

1 Public Health CEUs

Welcome, Program Updates, & Reminders

Michelle Chavanne, MCMUA Clean Communities Coordinator

Welcome and Introductions – *Welcome New Clean Communities Coordinators!*

Review of Morris County Clean Communities program and resources

Live website demonstration

Upcoming deadlines and reminders

Statistical Report Review

JoAnn Gemenden, NJCCC Executive Director

Review of how to submit your upcoming statistical reports

Q&A Session

Come prepared with any questions you have about the program, recordkeeping, statistical reports, or more!

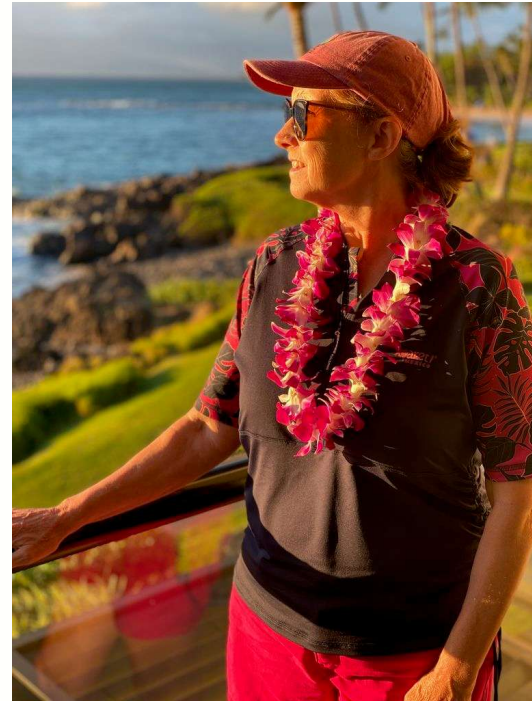
Donna “Lori” Lorraine Dent

Remembrance

April 6, 1962 – April 21, 2026

Parks and Recreation Director, Montville
Clean Communities Coordinator

[Donna "Lori" Lorraine Dent Obituary April 21, 2026 - Oakland Memorial Home](#)





Welcome New & Returning Clean Communities Coordinators & Alternates!!



Caitlin Posthumus

Jackie Rondi

Ellie Falco

Jim Pappa

Mike Kazimir

Joe Fiorello

Erik Gore

Chris Venturini

Stephanie Biagi

Jeff Guevara

Stephanie Rheinhardt

Lisa DeDreu



History of

Clean Communities



The Clean Streets... Clean Waterways cleanup crew with their morning loot: the shopping cart, tires, pieces of wood and a door-size painted piece of wood which had been trapped in the waterfall. Municipal coordinators from ten municipalities turned out to clean up Speedwell Lake.



Summer interns working as the Clean Communities Litter Crew empty the trucks after a day of picking up litter along County roads.

CAN THE LITTER - MAKE MORRIS COUNTY GLITTER!



Kevin Carlin, Morris Township and Dick Conson, partially hidden, from Rarbury Township, tug a rusted shopping cart up a steep slope from a creek adjoining Speedwell Lake during the first municipal Clean Communities coordinators cleanup.

1986: Clean Communities Act allows New Jersey to fund program through a state tax, with the goal to reduce litter in our recreational and residential sites through litter abatement

1989: Clean Communities Council (NJCCC) formed as an advisory committee in the NJDEP

1990-1991: Morris County began Clean Communities program

1994: Morris County began Adopt-A-Road Program

1995: NJCCC became a non-profit and separated from the NJDEP

3 Components

Cleanups



Litter Education



Litter Enforcement



Clean Communities Coordinators oversee using and tracking of Clean Communities funding for litter abatement activities

What Does Morris County Do?

Cleanups

- Sponsor Adopt-A-Highway on County roads
- Support Non-Profit river cleanups
- Award schools who hold a schoolwide cleanup
- Supply cleanup materials to other cleanups

Litter Education

- Sponsor litter education assemblies at schools, libraries, fairs
- Educate the community at outreach and tabling events
- Hold a county-wide school art contest

Litter Enforcement

- The Morris County Department of Public Health oversees all County-wide litter enforcement activities
- **Note: Municipalities may have additional enforcement officers as specified in their municipal ordinances**

What Do Other Towns Do?

Adopt-A-Spot



Town of Morrystown Adopt-A-Spot Handbook

What is adopt-a-spot?

The Adopt-A-Spot Program invites residents, local businesses, and community organizations to take pride in keeping Morrystown clean and beautiful. Participants can "adopt" a public space or roadway and commit to completing at least three (3) cleanups per year. This program helps maintain the cleanliness of our shared spaces while encouraging community members to become more aware of the impacts of litter and take an active role in keeping Morrystown beautiful.

The Town will provide volunteers with garbage and recycling bags and will arrange for the collection of bagged litter following each cleanup.

Participating groups will receive recognition with a sign posted at their adopted location and will also be acknowledged via the Town of Morrystown's social media platforms. Through the Adopt-A-Spot Program, community members can make a direct, visible impact while showing pride in their town.

Safety

Your safety is our number one priority. Participants are responsible for maintaining personal safety and appropriate behavior while working at any assigned location. Participants must sign the liability waiver at the beginning of every year. Participants are also encouraged to carry a First Aid Kit to address any minor injuries; if a severe injury occurs, call 911 immediately.

Participants should drink water frequently throughout the event and remain mindful of their surroundings, including where they step and place their hands. Gardening gloves should be worn, at all times to protect against sharp or hazardous objects.

If any member of your group encounters a campsite or any drug paraphernalia (including syringes), do not touch or engage. Simply document the location and notify the clean

Accessibility Investigate

Educational Materials For New Residents



TOWNSHIP OF ROXBURY ACTIONS TO REDUCE WIND-BLOWN TRASH & RECYCLING

The following procedures can be used at all time but are specifically recommended when high winds are forecasted for, or occur during, trash/recycling collection day.

Lids Closed

This is one of the easiest ways to help reduce litter. Make sure your lid is completely closed and secure with no material extending outside of the bin. This also makes it a bit more a struggle for any night time visitors.

If your material does not fit into one container, use two containers.

If you cannot secure the recycling, hold back the material until the next week's collection.

Tie down your lid

Use a bungee cord to tie down your trash or recycling lid or physical barriers such as a heavy rock or cinder block on top of your lid. There is a variety of information on products and tips on how to animal proof containers. Check out www.wildlifecancontrol.com/wildlifecan or www.beariculd.com/bear-safety/raccoon-proof-can.php for ideas and products.

Important note: as per Municipal Ordinance #22-7.3C1 each receptacle shall not be more than 32 gallons in capacity, equipped with handles and not exceed 50 pounds loaded weight.

Cardboard

Flatten corrugated cardboard boxes and stack them into one reusable container or into another cardboard box. Do not leave loose boxes on the ground.

Mixed paper and other types of cardboard boxes (i.e., cereal boxes) should be securely contained into a closed reusable container or a large cardboard box.

Delay

Delay placing your containers out for pick up until the day of your collection (must be out

- Cleanup Internships
- Purchase Street Sweepers
- Adopt-A-Road Program

Step 1: Learn How to Spend Grant Funding

[CCC Handbook](#)

[Clean Communities Grant Guidelines](#)

[Frequently Asked Questions](#)

Table of Contents

Clean Communities Program	2
Clean Communities Act	2
Clean Communities Council	2
Clean Communities in Morris County	3
Education	4
Enforcement	5
Morris County Division of Public Health	5
State & County Regulations	6
Litter Clean Ups	7
Adopt-a-Highway & Private Cleanups	8
Sheriff's Labor Assistance Program	8
Graffiti Removal	8
Clean Communities Coordinator	9
Overview	9
Responsibilities	9
Procedure for Designating New Coordinator	10
Extension Requests	10
Certifications	11
Registration	11
Re-Certification	11
Clean Communities Coordinator - Alternate	12
Funding Guidelines	13
Grant Timeline	13
Budget Breakdown	13
Determining Initial Grant Funding	14
Allowable Costs	15
Unallowable Costs	16
Statistical Report	17
Overview	17
Mandatory Submission & Details	17
Saving & Submitting Report	17
Tracking Activities	18
Section 1: Contact Information	18
Section 2: Financial Information	19
Income	19
Expenses Sub-Categories	19
Section 3: Statistical Information	21
Litter Pickup & Removal	21
Public outreach & Education	22
Enforcement	23
Section 4: Program Overall Performance	23
Additional Resources	24

CLEAN COMMUNITIES PROGRAM GUIDELINES

BACKGROUND

The Clean Communities Program was created in 1986 with funding from taxes levied on the sale of litter generating products. In 2002, the Clean Communities Fund was reauthorized. Twenty-one counties and five hundred fifty-nine municipalities are eligible to receive funding.

I. PROGRAM REQUIREMENTS

- A. As included in the program's legislation, funds are to be used for programs of litter pickup and removal, litter-related education, and enforcement of litter related ordinances. Funds may also be used to abate graffiti. Up to 25% of annual grant funds can be used for litter clean up related equipment purchases and up to 25% of annual grant funds can be used for storm drain management activities. The use of funds for non-programmatic purposes is strictly prohibited.
- B. Funds are disbursed as State aid. An application or DEP approval is not required.
- C. Funds received for a calendar year must be utilized during the 18-month period beginning January 1 and ending June 30 of the following year. Extensions, if needed, must be requested in writing. The request should include a brief justification, indicate the amount of remaining funds, and be submitted to the Clean Communities Council. All extensions will be granted on a 6-month basis; additional extensions should be requested every six months.
- D. Acceptance of the grants should be recognized by inclusion in a County/Municipal annual budget. Acceptance requires recipients to maintain program efforts and to utilize funds for the following purposes:
 1. Cleanup and Removal of litter on public lands including Sponsorship of the "Adopt a Beach" or "Adopt a Highway" Program
 2. Education Programs to Promote Clean Communities and Bag Up NJ
 3. Graffiti Abatement

Frequently Asked Questions

Is there a list of allowable expenses?

The NJ Clean Communities Council, in conjunction with the NJ Department of Environmental Protection, publishes Clean Communities Grant Guidelines that list allowable and unallowable expenses. Guidelines can be found at www.njclean.org. The Best Practices Guide also provides guidance and information on allowable program expenses.

Whom should I contact to request an extension for Clean Communities grant money?

To request an extension for Clean Communities grants, send a letter to JoAnn Gemenden, Executive Director, NJ Clean Communities Council, 222 West State Street, Trenton, NJ 08608. Letters can be mailed or emailed to njccc@njclean.org. Extensions are granted on a 6-month basis; additional extensions should be requested every six months.

Can I save grant funding from multiple years for a large equipment purchase? How do I document that?

Twenty-five percent of the grant may be saved for up to three (3) years to use for a large equipment purchase. The statistical report must be filed each year by the June 30th deadline and should indicate the amount of funds being reserved for a future purchase. Additionally, a formal request for a grant extension must be filed for each year's funds that are being reserved for the purchase.

Is there a cap on salaries?

Salaries and fringe benefits may be paid for litter pickup and removal, Clean Communities-related education and outreach, litter enforcement, graffiti removal and Clean Communities program administration. Only 5% of the grant can be used for administration costs. Administration is defined as personnel for time documented as spent on the Clean Communities program administration. Only 5% of the grant can be used for indirect costs such as accounting, auditing, budgeting, travel, telephone, stationary, postage and insurance. There is no cap on salaries in other categories.

What is the procedure to name a new coordinator?

Clean Communities grant guidelines require towns to appoint coordinators; however, there is no formal procedure for appointing or hiring new coordinators. You must include the name of the coordinator and contact information on statistical reports. Notification of new coordinators should be sent to njccc@njclean.org.

May Clean Communities funds be used to remove graffiti?

Allowable Expenses

Litter Cleanup & Removal	<ul style="list-style-type: none">• Salaries & benefits for contracted litter cleanups• Volunteer cleanups• Equipment purchases• Stormwater management activities<ul style="list-style-type: none">○ I.e., curbside & grass collection, street sweepings, storm water catch basin cleanouts• Rental of litter cleanup equipment• Litter cleanup materials & supplies<ul style="list-style-type: none">○ I.e., trash bags, gloves, safety gear• Fees for proper disposal of collected litter<ul style="list-style-type: none">○ I.e., illegally dumped tires• Costs for Adopt-A-Highway program• Cleaning graffiti on public property• Painting exposed surfaces to deter graffiti• Labor cost for painting murals or covering graffiti
Public Education	<ul style="list-style-type: none">• Employment of an education specialist• Educational materials, supplies, & promotional items• Storm drain labeling• Costs associated with litter or graffiti abatement program<ul style="list-style-type: none">○ I.e., food and water filling stations• Donations to schools or youth groups for cleanup projects• Fees supporting national & state litter abatement organizations, information, and education programs<ul style="list-style-type: none">○ I.e., conferences and student programs• Registration for Clean Communities Coordinator Certification Training
Enforcement	<ul style="list-style-type: none">• Employment of personnel who enforce litter-related laws and ordinances• Publicizing litter-related laws & ordinances• Equipment or vehicles related to litter enforcement

Unallowable Expenses

- Purchasing trash and recycling containers for private property
- Purchasing unrelated materials, supplies, and/or equipment (i.e., park benches, playground equipment)
- Park improvement and beautification projects (unless related to litter cleanups)
- Physical inventory and/or retrofitting of storm drains, catch basins, and inlets
- Recycling services (unless in conjunction with a litter cleanup event)
- **CANNOT** be used to fund collection (dumpsters or curbside)
- **CANNOT** be used to dispose of household garbage or bulky waste (unless items are illegally dumped on public lands)
- Paper shredding events (considered recycling)

Step 2: Determine Your Initial Grant Funding

[NJCCC Grant Website](#)



Clean Communities Annual Grant Allocations by Municipality and County

Clean Communities Grant Guidelines – revised August 2021
Grants – Frequently Asked Questions – revised August 2021

2026 Final Clean Communities Grants		
2025 Final Clean Communities Grants	2024 Final Clean Communities Grants	
2023 Final Clean Communities Grants	2022 Final Clean Communities Grants	2021 Final Clean Communities Grants
2020 Final Clean Communities Grants	2019 Final Clean Communities Grants	2018 Final Clean Communities Grants
2017 Final Clean Communities Grants	2016 Final Clean Communities Grants	2015 Final Grant Amounts
2014 Final Grant Amounts	2013 Final Grant Amounts	2012 Final Clean Communities Grants

WEST LONG BRANCH BORO	MONMOUTH	\$	19,700.43
BOONTON TOWN	MORRIS	\$	23,149.00
BOONTON TWP	MORRIS	\$	15,776.00
BUTLER BORO	MORRIS	\$	20,935.78
CHATHAM BORO	MORRIS	\$	21,219.60
CHATHAM TWP	MORRIS	\$	28,490.19
CHESTER BORO	MORRIS	\$	5,411.97
CHESTER TWP	MORRIS	\$	36,875.52
DENVILLE TWP	MORRIS	\$	54,570.04
DOVER TOWN	MORRIS	\$	34,675.61
EAST HANOVER TWP	MORRIS	\$	31,199.39
FLORHAM PARK BORO	MORRIS	\$	30,924.08
HANOVER TWP	MORRIS	\$	43,785.00

Date: 4/28/2025 Page 7 File: CC FY25 Distribution

MUNICIPALITY	COUNTY	FY 25 DISTRIBUTION
HARDING TWP	MORRIS	\$ 14,704.29
JEFFERSON TWP	MORRIS	\$ 71,287.04
KINNELON BORO	MORRIS	\$ 28,467.04
LINCOLN PARK BORO	MORRIS	\$ 29,139.68
LONG HILL TWP	MORRIS	\$ 27,656.78
MADISON BORO	MORRIS	\$ 38,458.43
MENDHAM BORO	MORRIS	\$ 14,927.96
MENDHAM TWP	MORRIS	\$ 28,936.90
MINE HILL TWP	MORRIS	\$ 11,109.51
MONTVILLE TWP	MORRIS	\$ 65,366.92
MORRIS PLAINS BORO	MORRIS	\$ 17,712.92
MORRIS TWP	MORRIS	\$ 69,265.06
MORRISTOWN TOWN	MORRIS	\$ 46,169.94
MOUNT ARLINGTON BORO	MORRIS	\$ 16,948.70
MOUNT OLIVE TWP	MORRIS	\$ 85,624.59
MOUNTAIN LAKES BORO	MORRIS	\$ 13,824.37
NETCONG BORO	MORRIS	\$ 8,425.70
PARSIPPANY-TROY HILLS TWP	MORRIS	\$ 143,958.37
PEQUANNOCK TWP	MORRIS	\$ 42,725.48
RANDOLPH TWP	MORRIS	\$ 76,392.91
RIVERDALE BORO	MORRIS	\$ 11,784.45
ROCKAWAY BORO	MORRIS	\$ 16,902.90
ROCKAWAY TWP	MORRIS	\$ 72,268.13
ROXBURY TWP	MORRIS	\$ 68,528.55

2026 Grant Funding Has Been Announced!

[NJCCC Grant Website](#)

Clean Communities Annual Grant Allocations by Municipality and County

[Clean Communities Grant Guidelines](#) – revised August 2021
[Grants – Frequently Asked Questions](#) – revised August 2021

2026 Final Clean Communities Grants		
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Step 3: Budget & Track Your Grant Funding

MCMUA expense tracker

The screenshot shows an Excel spreadsheet with the following structure:

- Row 1:** Title "Clean Communities 2025 Grant Tracker".
- Row 2:** Headers for "Drop Down" menus: "Status", "Category", "Sub-Category", and "If Cleanup, who picked it up?".
- Row 3:** Column headers: "Trans Date", "PO #", "Status", "Description", "Category", "Sub-Category", "If Cleanup, who picked it up?", "Vendor", "Trans Amount", "Balance", "Notes".
- Row 4:** Data row with a yellow box in the "Balance" column containing "\$ -".
- Row 5:** A "Starting Funds" label with an arrow pointing to the yellow box.
- Row 6:** A dropdown arrow icon in the "If Cleanup, who picked it up?" column.
- Row 7-22:** Multiple empty rows for data entry.
- Bottom Tab Bar:** "Budget Tracker", "Cleanup Tracker", "Education Tracker", "Enforcement Tracker", "Budget Caps".

Callout boxes provide the following instructions:

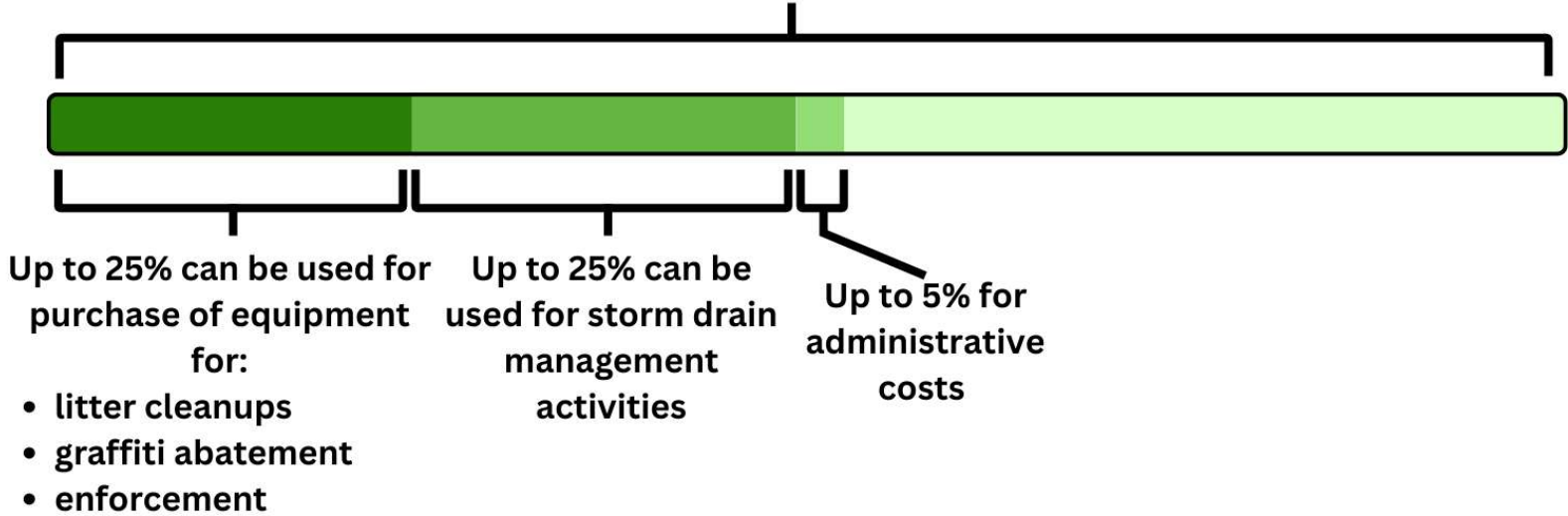
- Directions to complete sheet:** Points to the right side of the spreadsheet.
- Additional pages to track stat. report info:** Points to the bottom tab bar.
- This Icon is Drop Down Menu (click for options):** Points to the dropdown arrow in row 6.
- Only need initial funding in first line:** Points to the yellow box in row 4.

Instructions on the right side of the spreadsheet:

1. input the initial funding you have in the balance column -- it will automatically update.
2. Fill in the transaction date in the 'Trans Date' column.
3. Fill in the PO number for the transaction in the 'PO #' column.
4. For status, select the cell and click the dropdown menu.
5. Fill in the description of what you are tracking in the 'Description' column.
6. In the categories, click the cell and select the appropriate category from the dropdown menu.
7. For subcategory, click the cell and select the appropriate subcategory from the dropdown menu.

Budget Caps

Unlimited funding for education,
enforcement, & cleanup activities



Step 4: Use all Funding By June 30

If you plan to carry funds over, request an extension by sending a letter with your municipal letterhead to njccc@njclean.org

I.e. Saving funding for a vehicle, street sweeper, or large piece of equipment

Step 5: Fill Out Annual Statistical Report

By July 31

[NJCCC Website](#)

[Statistical Report Guidelines](#)

Statistical Report



The Clean Communities Act requires municipalities and counties receiving Clean Communities grant funds to file statistical reports by June 30 of each year.

The Clean Communities Council is authorized by the state to collect reports and maintain a record of data submitted. Data submissions are used to generate our Annual Report to the Governor. The Clean Communities Council is also authorized by the state to address questions from constituents about the proper use of grant funds.

Statistical Reports must be submitted in electronic format by using the link below. Hand-written copies are not accepted.

- [Click Here to File Your Statistical Report](#)
- [Click here for the Statistical Report Guidance Document](#)

This link can also be used to look up previous reports (report number is required).*

Questions on the statistical report should be directed to Karen Magnanao at kmagnanao@njclean.org.

*Please check with Karen or your County Coordinator for report numbers.



Guide to Fill Out Your NJCCC Statistical Report

Please reach out to Michelle Chavanne at mchavanna@co.morris.nj.us for any questions





MCMUA Website

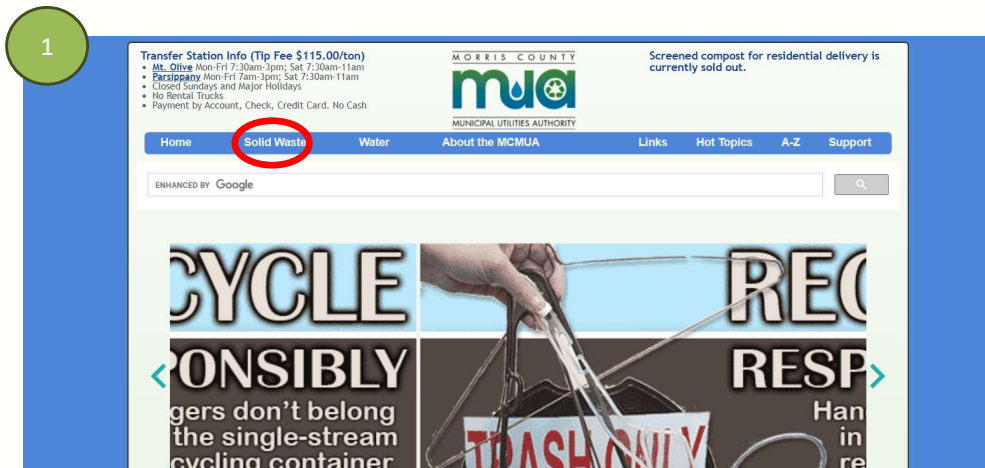
[MCMUA Home](#)

[Clean Communities](#)

[Clean Communities Coordinator Resources – MCMUA News](#)



MCMUA Website



- Go to MCMUA.com
- Click on "Solid Waste"
- Click on "Clean Communities"



- Click on "Municipal Clean Communities Coordinator" to find additional resources

Running My Program

- Understand how to use your funding
 - Review the Clean Communities [Grant Guidelines](#) & [Commonly Asked Questions](#)
 - Visit the [NJCCC Website](#)
 - Visit the [MCMUA Clean Communities Website](#)
 - View the [MCMUA CCC Handbook](#)
- Determine your initial grant funding by visiting the [NJCCC Grant Website](#)
- Track & record all cleanup, educational, and enforcement expenses throughout the year
 - Download & use the [MCMUA expense tracker](#)
- Use all your funds by June 30
 - If you plan to carry funds over, request an extension by sending a letter with your municipal letterhead to njccc@njclean.org
- Submit your statistical report by July 31 by visiting the [NJCCC Website](#)
 - Refer to the [MCMUA Statistical Report Guidelines](#) for help

NJCCC Presentation



JoAnn Gemenden, Executive Director
New Jersey Clean Communities
Council (NJCCC)
Email: njccc@njclean.org

Upcoming Events & Deadlines

Wednesday, May 13: “Let’s Chat About Stats” with NJCCC (Virtual)

Thursday, May 14: MCMUA Sustainability Artwork Contest Award Ceremony (Morris County Library)

Friday, May 15: NJ Sustainability Summit (Holmdel)

Tuesday, June 30: Clean Communities funding must be spent; any extensions must be requested by this date with an official letter head

Friday, July 31: 2025 Statistical Report is Due

Monday, September 7: Registration Deadline for Clean Communities Certification

Wednesday, September 16: Annual Clean Communities Meeting (Kean Skylands)

October 8-9: NJCCC’s Fall Litter Summit & Awards Ceremony (Manahawkin)



Contact Information



Michelle Chavanne, Morris County Clean
Communities Coordinator
Morris County Municipal Utilities Authority
(MCMUA)
370 Richard Mine Road, Wharton, NJ 07885
Email: mchavanne@co.morris.nj.us
Phone: (973) 285-8395



JoAnn Gemenden, Executive Director
New Jersey Clean Communities Council (NJCCC)
Email: njccc@njclean.org

Angela Bonanno Lynch, Manager Operations
New Jersey Clean Communities Council (NJCCC)
Email: abonannolynch@njclean.org





THANK YOU