



STATE OF NEW JERSEY
Board of Public Utilities
44 South Clinton Avenue, 9th Floor
Post Office Box 350
Trenton, New Jersey 08625-0350
www.nj.gov/bpu/

Clean Fleet Electric Vehicle Incentive Program Application

The New Jersey Board of Public Utilities (NJBP) is offering grant funding to support the purchase of up to two (2) eligible electric vehicles (EVs) and one (1) level-two electric vehicle charging station for local government authorities in New Jersey. Subject to the availability of funds, the incentive program will award grants to approved applicants as follows: \$1,500 toward the purchase of a dual-port Level two charging station; and \$4,000 toward the purchase of a battery electric vehicle. The primary goal of the grant is to improve New Jersey's air quality and assist local government authorities' transition to electrically fueled fleets. NJBP Staff will accept applications until **April 15, 2020**, or until funds are exhausted.

Details of the grant are as follows:

- The application window for this program starts on December 1, 2019 and ends on April 15, 2020.
- Applicants may apply for up to two (2) eligible battery electric vehicles and one (1) level-two electric vehicle charging station through this program.
- Eligible applicants are local government authorities, which includes counties, municipalities, and local utility authorities in New Jersey.
- Awards shall be in the form of a reimbursement, based on proof of purchase of a new eligible vehicle and charging station. All applicants will be required to complete a Grant Reimbursement Request Form and submit it, along with all supporting documentation, before June 1, 2020 in order to receive their grant award.
 - The vehicle listed on the application should be the same year, make, and model listed on the Grant Reimbursement Request Form. If for any reason a change needs to be made to the make and/or model of the vehicle purchased for this grant, please notify NJBP.
- NJBP reserves the right to inspect the vehicle or charging station for program verification purposes.
- Eligible vehicle(s) and charging stations must be purchased by June 1, 2020. Vehicles and/or charging stations purchased prior to December 1, 2019 are not eligible. Leased vehicles are not eligible.
- Applicants are not permitted to stack funding/incentives from the It Pay\$ to Plug-In Program and the Clean Fleet Electric Vehicle Incentive Program for the same charging station. If an applicant has received funding from the It Pay\$ to Plug-In Program, documentation showing that the charging stations are different will be required when submitting the Grant Reimbursement Request Form.

Please note that applications will be awarded on a rolling basis, with priority given to applications which meet the following criteria.

If applying for an electric vehicle:

- Applicants which would be adding their first electric vehicle to their fleet.

If applying for an electric vehicle charging station:

- Applicants which would allow for public utilization of the level-two charging station when not in use by the electric fleet vehicle.
- Applicants which indicate that they will post signage for the station and list the charging station on applicable websites.
- Applicants which have more than 10% of the residents within their geographic boundary living below the Federal Poverty Level (FPL).

Reporting Requirements to Receive Disbursement of Funds

1. The Grant Reimbursement Form must be completed and submitted with all supporting documentation and invoices by June 1, 2020 in order to receive the incentive amount noted in the Acknowledgement Notice. Supporting documentation includes, as applicable:
 - a. Vehicles:
 - i. Invoices documenting the purchase of the electric vehicle(s) noted in the Acknowledgement Notice.
 - ii. If the vehicle has already been delivered, a photograph of the vehicle and the sticker which clearly shows the VIN.
 - b. EV charging station:
 - i. Invoices documenting the purchase of the dual-port level-two electric vehicle charging station noted in your Acknowledgement Notice.
 - ii. If the equipment has already been delivered, a photograph of the equipment and the sticker which clearly shows the serial number and model number.
 - c. Resolution from the governing body of the local government authority authorizing the entity to apply for and receive funding from the Clean Fleet Electric Vehicle Incentive Program.
 - d. Authorization from the Local Finance Board, if necessary, to participate in and receive funding from the Clean Fleet Electric Vehicle Incentive Program.

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All fields are required to be completed. Failure to include required information may delay processing of your grant application or denial of a grant. If you have questions, please email EV.programs@bpu.nj.gov.

Procedure

Step 1: Complete the Application Form.

Step 2: Submit application to NJBPU via this email address: EV.programs@bpu.nj.gov by **5:00 p.m. on April 15, 2020**. If grant funding has been expended before this deadline, an announcement will be posted on the NJBPU website.

Step 3: If the grant application is approved by the Board, NJBPU will contact the applicant and provide an Acknowledgement Notice to be signed within thirty (30) days to secure the funding for the grant. In addition, all program documentation and reporting requirements will be communicated to the applicant.

Step 4: Applicants must purchase eligible vehicle(s) and charging stations by **June 1, 2020**. Vehicles and/or charging stations purchased prior to December 1, 2019 are not eligible.

Step 5: Complete and submit a Grant Reimbursement Form, along with all supporting documentation, to the NJBPU via this email address: EV.programs@bpu.nj.gov by **June 1, 2020**.

Step 6: After NJBPU Staff review and approve the Grant Reimbursement Form grant funds will be disbursed.

Eligible Vehicles

Through this grant program, eligible vehicles will be those which are 100% electric, also known as battery electric vehicles (BEVs). Any BEV is eligible for this grant program. Applicants may make their purchases through the State Purchasing Contract under Award T0099, but are not required to do so. The State Purchasing Contract includes the 2019 Nissan Leaf and the 2020 Chevrolet Bolt.

Eligible Electric Vehicle Charging Stations

The level two charging station covered under this grant may be of any brand selected by the applicant, but must be a dual-port charger and have the ability to capture data, referred to as “networked charger.”

Please answer the following:

1. How many vehicles are you applying for? ____ 1 ____ 2
 - a. Please list the year, make, and model of the vehicle(s):

- b. Are you applying for a grant to reimburse you for a battery electric vehicle purchased after December 1, 2019, which already exists within your fleet? ____ Yes ____ No

2. Would this be the first battery electric vehicle in your fleet?

____ Yes ____ No

If there are EVs in the fleet currently, please list them below.

3. Are you applying for an electric vehicle charging station? ____ Yes ____ No
 - a. If so, is the charging station you intend to purchase a “networked” charger capable of collecting data? ____ Yes ____ No

4. When not in use by your electric fleet vehicle, will the charging station be available for public use?
 Yes No
- a. If so, will there be signage to indicate that there is a publicly available charging station?
 Yes No

b. Where is the intended site of the charging station? Please describe and provide an address.

c. Where will the signage for the charging station be located?

Location(s):

d. Will the charging station be listed online and, if so, where? (Ex: [U.S. DOE Alternative Fuels Data Center Station Locator](#), [Plug Share](#), etc.)

Yes No

Location(s):

5. What percentage of the residents residing within your geographic boundaries are below the federal poverty level (FPL)?

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APPLICANT INFORMATION		
<input type="checkbox"/> Municipality <input type="checkbox"/> County <input type="checkbox"/> Utility Authority <input type="checkbox"/> Other Local Government Authority (LGA) (Please Specify):	Application Date:	
Local Government Authority Name:		
Mailing Address:		
Application and Reporting Contact Person:	Phone:	Email:
Financial Officer's Name:	Phone:	Email:
Grant Executor's Name (Person authorized to sign the grant agreement on behalf of the applicant):	Title:	
As the Grant Executor, I hereby certify that I am authorized by _____ to submit and sign this grant application on behalf of _____ in order to apply for funding from the Clean Fleet Electric Vehicle Incentive Program.		

Name

Title

Date

Signature