

All NJBIDE applicants are required to submit the following items:

For file naming, anything in brackets should be input with relevant information

See [the NJBIDE Applicant Resources](#) page for detailed information on each document

Application intake form (template provided) (xlsx)

File Naming Convention: NJBIDE_[ApplicantName]_[ProjectName]_IntakeForm.xlsx

Project information form (template provided) (xlsx)

File Naming Convention: NJBIDE_[ApplicantName]_[ProjectName]_ProjectInfo.xlsx

Attestations (template provided) (pdf)

File Naming Convention: NJBIDE_[ApplicantName]_[ProjectName]_Attestations.pdf

Project area shapefiles (shapefiles – can be compressed (.zip))

File Naming Convention: NJBIDE_[ApplicantName]_[ProjectName]_Shapefile.zip

Network diagram (pdf)

File Naming Convention:
NJBIDE_[ApplicantName]_[ProjectName]_NetworkDiagram.pdf

Audited financial statements (pdf)

File Naming Convention:
NJBIDE_[ApplicantName]_[ProjectName]_AuditedFinancialStatement_[Year].pdf

Proof of funding availability (pdf)

File Naming Convention:
NJBIDE_[ApplicantName]_[ProjectName]_ProofOfFunding.pdf

Evidence of support (pdf)

File Naming Convention: NJBIDE_[ApplicantName]_[ProjectName]_Evidence[1].pdf

Add number at end if multiple uploaded

Community engagement plan (pdf)

File Naming Convention: NJBIDE_[ApplicantName]_[ProjectName]_Community.pdf

Plan to address affordability (pdf)

File Naming Convention: NJBIDE_[ApplicantName]_[ProjectName]_Affordability.pdf

If applicable, certain NJBIDE applicants may also need to submit these items

If the applicant has any existing served locations in NJ:

- Existing service areas (shapefiles – can be compressed (.zip))**

File Naming Convention:

NJBIDE_[ApplicantName]_[ProjectName]_ServedAreas.zip

If the applicant or any of its subsidiaries, affiliates, or parent companies have filed for bankruptcy:

- Disclosure of bankruptcy filings (pdf)**

File Naming Convention:

NJBIDE_[ApplicantName]_[ProjectName]_Disclosure.pdf

If the applicant or any of its partners, including any subsidiary, affiliate, or holding company of the applicant or its partners, has a history of penalties or litigation related to previous broadband infrastructure projects:

- History of penalties or litigation (pdf)**

File Naming Convention: NJBIDE_[ApplicantName]_[ProjectName]_History.pdf

If the applicant requires assets owned by another entity to be used for the project for wired infrastructure deployment:

- Contractual agreement (pdf)**

File Naming Convention:

NJBIDE_[ApplicantName]_[ProjectName]_ContractualAgreement.pdf

If the applicant responds "Yes" to any of the questions on the Treasury's CPF Environmental Checklist (contained in the application intake form):

- Environmental permits (pdf)**

File Naming Convention:

NJBIDE_[ApplicantName]_[ProjectName]_Environmental.pdf

(Highly encouraged, but not required):

- Workforce plan (pdf)**

File Naming Convention:

NJBIDE_[ApplicantName]_[ProjectName]_WorkforcePlan.pdf