



**The webinar for buyers  
will begin momentarily**

**March 23, 5 PM**

# Agenda

*Welcome*

*Program overview*

*Eligibility criteria*

*Basic application process*

*Administration, documentation, and compliance*

*Q&A*

# NJ ZIP program overview: At a glance

## *What is NJ ZIP?*

The New Jersey Zero-emission Incentive Program, a voucher-style, first come, first served program that will be piloted for greater Camden and greater Newark areas

## *What is the purpose of this program?*

Reduce the upfront cost of buying a zero-emission medium-duty vehicle for NJ businesses and institutions, leveraging RGGI funding

## *How much voucher funding is available?*

\$15M total, with \$5M set aside for small and micro businesses

## *When will applications open?*

**Tuesday, April 6, 2021 @ 12PM Eastern**

# NJ ZIP program overview: Buyer eligibility

## Who can participate?

New Jersey businesses and institutions that are in good standing

+

Purchasing new, zero-emission medium-duty vehicle(s) from an approved vendor

+

Registering vehicle(s) in NJ and operating vehicle(s) 75% VMT or more in NJ for at least 3 continuous years after voucher receipt

+

Operating vehicle(s) 50% VMT or more in greater Camden or Newark areas for at least 3 continuous years after voucher receipt

OR

Registration and vehicle domicile is in greater Camden or Newark areas for at least 3 continuous years after voucher receipt

# NJ ZIP program overview: Buyer eligibility definitions

## *What is an 'institution'?*

A non-profit or organization run for public purpose, such as a library, hospital, public school, institution of higher education, municipal utility, public recreation or cultural facility, or local government entity (i.e., municipal, county)

## *What is 'zero-emission'?*

Vehicle that emits no tailpipe pollutants from the onboard source of power, such as particulates, hydrocarbons, carbon monoxide, ozone, lead, and various oxides of nitrogen. This includes, but is not limited to, battery-electric and hydrogen fuel cell-electric vehicles.

## *What is 'VMT'?*

Vehicle miles traveled

# NJ ZIP program overview: Buyer eligibility definitions (con't)

## What is 'medium-duty'?

For this program, any vehicle between Class 2b – Class 6, by weight (GVWR)

- Class 2b: 8,501 – 10,000 lbs
- Class 3 : 10,001 – 14,000 lbs
- Class 4 : 14,001 – 16,000 lbs
- Class 5 : 16,001 – 19,500 lbs
- Class 6 : 19,501 – 26,000 lbs

Trucks, buses, vans, specialty vehicles, etc. are all eligible in these ranges.

Examples from FHWA

### Class Two: 6,001 to 10,000 lbs.



### Class Three: 10,001 to 14,000 lbs.



### Class Four: 14,001 to 16,000 lbs.



### Class Five: 16,001 to 19,500 lbs.



### Class Six: 19,501 to 26,000 lbs.



# NJ ZIP program overview: Buyer eligibility definitions (con't)

## *What is an 'approved vendor'?*

A vendor is a business which sells eligible zero-emission medium-duty vehicles. Vendors can be approved by the program if they apply and are eligible by:

- Registering to do business in NJ and being in good standing

- +

- Having at least 12 months of experience with zero-emission vehicles

- +

- Agreeing to the voucher terms

Approved vendors will be displayed in a drop down list in the application portal. Note it may take ~2 weeks for an eligible Vendor to be approved after they apply.

## *What is a 'vehicle domicile'?*

The place where the vehicle is housed when it is not operational

# NJ ZIP program overview: Buyer eligibility definitions (con't)

## *What is 'greater Camden' or 'greater Newark'?*

The overburdened communities within or intersected by a 10 mile radius circle centered on Newark or Camden

**Greater Camden area:** Bellmawr, Camden, Cherry Hill, Cinnaminson, Collingswood, Delran, Deptford, Gloucester, Lawnside, Lindenwold, Magnolia, Maple Shade, Merchantville, Mount Ephraim, Mount Laurel, Palmyra, Paulsboro, Pennsauken, Riverside, Somerdale, Stratford, Voorhees, Washington, West Deptford, Westville, Woodbury, Woodlynne

**Greater Newark area:** Bayonne, Belleville, Bloomfield, Carlstadt, Carteret, Clark, Clifton, Cranford, East Newark, East Orange, East Rutherford, Elizabeth, Glenridge, Guttenberg, Harrison, Hillside, Hoboken, Irvington, Jersey City, Kearney, Kenilworth, Linden, Little Falls, Livingston, Lyndhurst, Maplewood, Millburn, Montclair, Moonachie, Newark, North Arlington, North Bergen, Nutley, Orange, Passaic, Rahway, Roselle, Roselle Park, Rutherford, Secaucus, South Orange, Springfield, Summit, Union City, Verona, Wallington, Weehawken, West New York, West Orange, Winfield, Woodridge



# Voucher values, bonuses, and limits

## *Base voucher values by vehicle class*

Class 2b:	\$25,000
Class 3 :	\$55,000
Class 4 :	\$75,000
Class 5 :	\$85,000
Class 6 :	\$100,000

## *Stackable applicant bonus criteria*

- **Small business bonus:** 25% increase of base voucher value
- **Certified woman-, minority-, or veteran-owned business bonus:** \$4,000 per vehicle per qualification
- **Small business vehicle scrappage bonus:** \$2,000 per vehicle scrapped and replaced with an NJ ZIP voucher-funded vehicle

## Voucher values, bonuses, and limits (con't)

### *Stackable vendor bonus criteria*

- NJ manufacturing bonus: 25% increase of base voucher value
- Driver readiness and education bonus: \$2,000 per vehicle

### *Voucher limits*

A voucher, inclusive of any bonuses, is capped at the total cost of the *vehicle* it is applied to. Charging infrastructure or other costs are not included.

An applicant can apply for multiple vehicles at once, with total reserved voucher amount capped at \$1.5M per applicant for the pilot

All disbursements are subject to appropriations and availability of funding

Vouchers expire 6 months after approval. Extensions may be granted on a case-by-case basis.

## Example Voucher Calculation

You are a small, women- and veteran-owned NJ business. You need to buy (1) Class 3 vehicle to add to your fleet. You find an approved Vendor who sells a zero-emission version, and get a quote of **\$115,000 pre-voucher** for the vehicle.

$$\text{Voucher amount} = \left( \begin{array}{c} \text{Base} \\ \text{voucher} \\ \text{amount} \end{array} \times \begin{array}{c} \text{Small} \\ \text{business} \\ \text{bonus} \end{array} \right) + \begin{array}{c} \text{Woman-owned} \\ \text{business bonus} \end{array} + \begin{array}{c} \text{Veteran-owned} \\ \text{business bonus} \end{array}$$

$$\text{Voucher amount} = ( \$55,000 \times 1.25 ) + \$4,000 + \$4,000$$

$$\text{Voucher amount} = \$76,750$$

$$\text{Upfront cost to buyer} = \$115,000 - \$76,750 = \$38,250 \text{ final cost with voucher}$$

## 8 step buyer application process

1

Buyer finds and selects an eligible Vendor and eligible vehicle(s)

2

Buyer populates application up through Vendor and vehicle selection. Vendor is notified of buyer application status and updates application with relevant inputs and documents.

*NOTE: If Vendor has not yet been approved, Vendor cannot be selected to update application. It may take ~2 weeks for an eligible Vendor to be approved after they apply. Buyer application progress will be saved. Buyer should check back for when Vendor is approved to continue the application.*

3

Buyer receives email notification when Vendor additions uploaded. Buyer completes and submits application, including entity information, proof of eligibility, all selected Vendor and vehicle(s) information, and \$1,000 application fee.

## 8 step buyer application process

4

NJEDA reviews application and, if the buyer, Vendor and vehicle are eligible and funds are available, approves voucher(s), inclusive of qualifying bonuses and sends the Applicant a voucher reservation email. Voucher funds will be reserved for 6 months.

5

Vendor and buyer execute voucher agreement with NJEDA.

6

Vehicle is delivered to and registered by the buyer within 6 months of voucher reservation. Buyer pays purchase price minus full voucher amount.

7

Buyer and Vendor submit any outstanding documentation, including proof of registration and proof of scrappage (as applicable).

*NOTE: Scrappage is only required for vehicles model year 2009 or earlier which are being directly replaced.*

## 8 step buyer application process

8

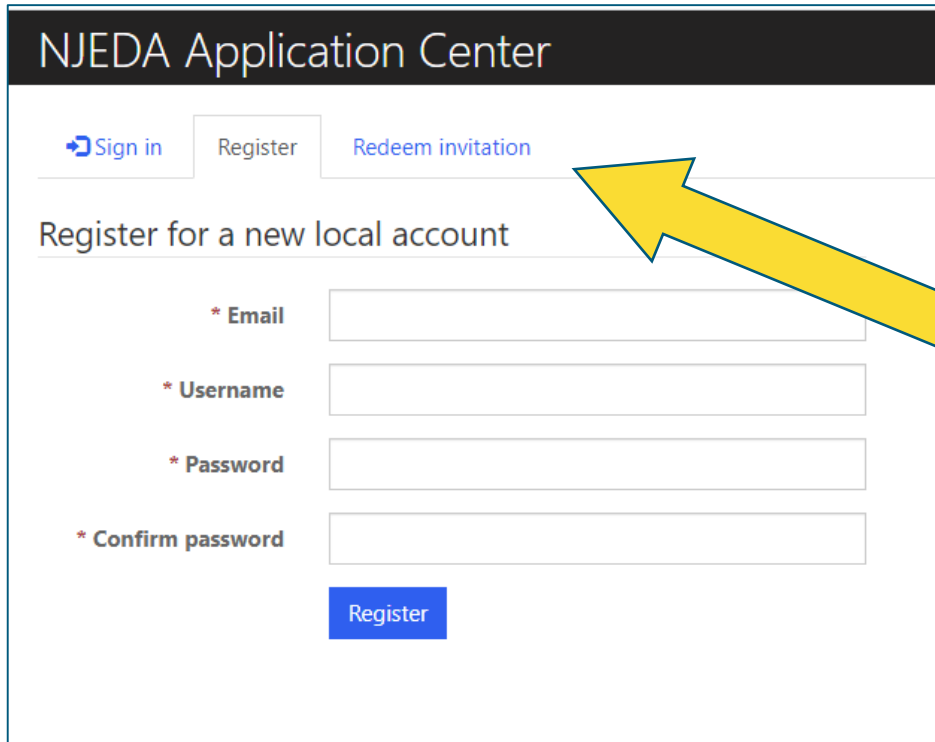
NJEDA reviews submission and, if all relevant program agreements have been met, buyer voucher is assigned to Vendor, who redeems the voucher funds from NJEDA.

### *Compliance monitoring*

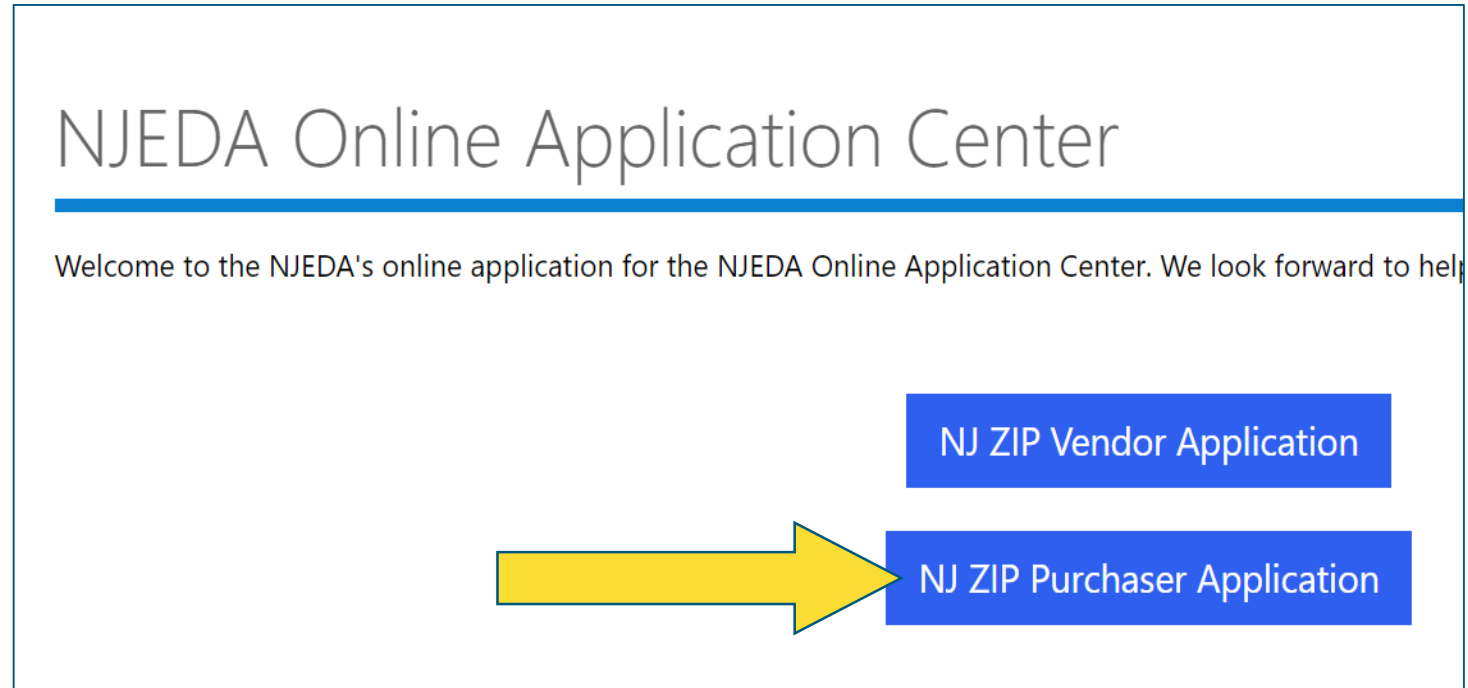
As a requirement of the voucher funding, buyer and Vendor will respond to NJEDA's audit requests as needed to confirm post-award compliance and inform future program design, including but not limited to vehicle usage, continued vehicle registration in NJ, VMT in pilot communities, etc.

# Information and documents to have when you apply

## Logging in and accessing the portal...



The screenshot shows the 'NJEDA Application Center' header. Below it are three tabs: 'Sign in', 'Register', and 'Redeem invitation'. The 'Register' tab is active. The main heading is 'Register for a new local account'. There are four input fields: '\* Email', '\* Username', '\* Password', and '\* Confirm password'. A blue 'Register' button is at the bottom right. A yellow arrow points from the 'Register' tab to the registration form.



The screenshot shows the 'NJEDA Online Application Center' landing page. It features a blue header with the title. Below the header is a blue horizontal line. The main text reads: 'Welcome to the NJEDA's online application for the NJEDA Online Application Center. We look forward to help'. At the bottom right, there are two blue buttons: 'NJ ZIP Vendor Application' and 'NJ ZIP Purchaser Application'. A yellow arrow points from the 'NJ ZIP Purchaser Application' button to the right.

**To create an account / login:**

<https://njeda.powerappsportals.us/en-US/Account/Login/Register?returnUrl=%2F>

**To apply, once program is live (April 6):**

<https://programs.njeda.com/en-US/>

# Information and documents to have when you apply

## To get started...

- Account login information (or register)
- Your organization's basic entity information (Legal business name; mailing address; organization type; EIN; contact information)
- Tax clearance certificate *listing NJ Economic Development Authority*
- Vendor name and zero-emission vehicle make and model
- Proof of intent to purchase (e.g., quote, PO, etc)
- Vehicle operation location, confirming 75% VMT in NJ *and* 50% VMT in the pilot areas *or* registration and domicile location
- New vehicle use



# Information and documents to have when you apply

## *If applicable...*

- Small business?

*Note: For this pilot, a small business is defined as a business with less than 25 employees or \$5M in annual revenue*

- Tax documented staff count, as appropriate to company type: e.g., Federal 941, WR-30, etc
- Tax documented revenue, as appropriate to company type: Federal 941 and e.g., NJ-CBT-100 (Schedule A), Form-1065, Form-1040 (Schedule C)
- Woman-, minority-, and/or veteran-owned business?
  - NJ woman-, minority-, and/or veteran-owned business certification
- Replacing a vehicle?
  - Replaced vehicle use and general specifications (model year, fuel type, typical annual fuel use, and typical annual mileage)

# Information and documents to have when you apply

## *To submit the application...*

- Approved Vendor completes their sections, including vehicle specifications, charging requirements, warranty, maintenance plan, etc.
- Authorized buyer signatory completes legal debarment questionnaire
  - For a corporation, by a principal executive officer, at least the level of VP;
  - For a partnership, by a general partner;
  - For a sole proprietorship, by the proprietor;
  - For a gov't entity, by contact person (administrator, manager, mayor, etc.);
  - For other than above, the person with legal responsibility for the application
- Payment method for application fee (credit card or check)
  - NOTE: Application will not be processed until payment confirmed

# How to... Links for New Jersey State documents

## *Tax clearance certificate (to NJ EDA)*

[https://www16.state.nj.us/NJ\\_PREMIER\\_EBIZ/jsp/home.jsp](https://www16.state.nj.us/NJ_PREMIER_EBIZ/jsp/home.jsp)

## *Women-, Minority-, or Veteran-Owned Business Certificate*

<https://www.njportal.com/DOR/SBERegistry>

## *Register to do business in New Jersey*

<https://www.nj.gov/treasury/revenue/gettingregistered.shtml>

*NOTE: Due to COVID-19, it may take longer than usual for applicants to obtain certain New Jersey State documents. If an applicant has attempted to obtain the missing the documents but has not yet received them, they may provide correspondence or receipts that demonstrate the attempt to obtain the missing documents to extend the extension time. The required missing documentation must be submitted before any approval of funds reservation.*

# How to... Application and reference information

*NJ ZIP info and updates, including 'vendor list'*

<https://www.njeda.com/njzip/>

*Application portal*

To create an account / login:

<https://njeda.powerappsportals.us/en-US/Account/Login/Register?returnUrl=%2F>

To apply, once program is live (April 6):

<https://programs.njeda.com/en-US/>

***Thank you!***

***Please enter any questions  
in the Q&A chat box***