



**The webinar for vendors
will begin momentarily**

March 23, 1 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 a 'vehicle domicile'?

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

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 '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

NJ ZIP program overview: Vendor eligibility

What is an 'approved vendor'?

A Vendor is a business which sells eligible zero-emission medium-duty vehicles to the buyer (voucher applicant). 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

+

Providing documentation and support to buyer

NJ ZIP program overview: Vendor eligibility definitions

What does 'register to do business in NJ' mean?

If your organization is making the sale to the customer and intends to redeem the voucher, you need to register to do business in NJ. If you are not making the sale to the customer (e.g., if you are a manufacturer and sell through a dealership in NJ), you do not need to register, but you also are not the recipient of the voucher.

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

In order to prove this registration, you will be required to provide a tax clearance certificate.

How can I prove 12 months experience?

Provide documents such as: sales records, manufacturing records, business registration or foundation documents, website history, etc.

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

What are the voucher terms?

The full terms will be customized per purchaser, but the most critical terms are:

- You agree to accept the redemption of the voucher from NJ EDA after vehicle delivery and registration as a portion of the vehicle payment.
- You will deduct the total voucher amount from the upfront vehicle cost charged to the customer
- You will provide the vehicle as specified to the customer within 6 months, with the potential for (1) six month extension on a case by case basis
- You will provide the documentation and related services (i.e., warranty, maintenance, charging infrastructure) necessary to complete the purchaser application and to support the functionality of the vehicle
- As applicable, you will complete any bonus criteria obligations

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

What support/documentation is necessary per buyer?

- A link to Vendor website that indicates eligible vehicles available for sale, and their related specifications
- A specification sheet or, if custom vehicle, specification sheets for all major components, corroborating vehicle capabilities, charging/fueling needs, design appropriate to Applicant's planned use, and eligibility
- Timeline and process/plans by which Vendor intends to comply with the terms of the voucher prior to expiration of voucher
 - Delivery of vehicle
 - Development of charging/fueling plans
 - Implementation of maintenance plan
 - Warranty

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 if Vendor can demonstrate 25% or more of the cost of that vehicle is spent in New Jersey on labor for vehicle design, assembly, and/or manufacturing or cost of components. Documentation of this includes but is not limited to:
 - Price sheets for materials
 - Hourly labor rates and payroll
 - Federal 941
 - WR-30

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

Stackable vendor bonus criteria

- **Driver readiness and education bonus:** \$2,000 per vehicle if Vendor provides two public training sessions per quarter in the year following Applicant voucher(s) approval, for a total of 8 sessions, including at least an overview of the technology, operation, and safety (associated with, for example, operation, charging, and/or maintenance) , given by subject matter experts. In addition, Vendor must provide a once per quarterly opportunity in the year following Applicant voucher(s) approval for publicly available vehicle test drive or in-person vehicle viewing and demonstration within one or more of the selected pilot communities.
 - Proposed agendas for training sessions
 - Proposed dates for training sessions and demonstrations
 - Proposed trainers & bios

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

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. A single 6-month extension may be granted on a case-by-case basis.

Example Voucher Calculation

You are a NJ manufacturer, selling (1) Class 5 vehicle to a woman-owned small business. You quote **\$210,000 pre-voucher** for the vehicle, charging not included.

$$\text{Voucher amount} = \left(\frac{\text{Base voucher amount}}{\text{amount}} \times \left(1 + \left(\frac{\text{Small business bonus}}{\text{bonus}} + \frac{\text{NJ manufacturer bonus}}{\text{bonus}} \right) \right) \right) + \text{Woman-owned business bonus}$$

$$\text{Voucher amount} = (\$85,000 \times (1 + (0.25 + 0.25))) + \$4,000$$

$$\text{Voucher amount} = \$131,500$$

$$\text{Upfront cost to buyer} = \$210,000 - \$131,500 = \text{\$78,500 with voucher}$$

4 step Vendor application process

1

Vendor creates and populates application, including

- Entity information: name, address, contact information, EIN, website, proof of 12 months experience, tax clearance certification, and NJ manufacturing bonus information, if applicable

2

Vendor adds at least one eligible zero-emission vehicle to the profile, including make, model, specifications, and self-certification that it will be designed and manufactured in compliance with Federal and State highway regulations.

NOTE: Only one vehicle is necessary to submit application and vendor can return and add vehicles at any time. However, it is recommended that any vehicles vendor anticipates selling during this pilot are added upfront, to create as simple an experience for your buyers as possible, as vehicles submitted will populate drop down lists from which your buyers will select.

NOTE: Vehicles will not be reviewed for eligibility until a buyer selects them and submits and application including them.

4 step Vendor application process

3 Vendor submits application.

4 NJEDA reviews application and, if Vendor is eligible and has provided the necessary documentation, approves Vendor and sends an approval email. Approved Vendors will automatically appear in the buyer application Vendor dropdown list.

NOTE: Vendor only needs to be approved as an entity once, but will be responsible for uploading buyer-specific information and signing buyer-specific agreements for each buyer application.

NOTE: It may take ~2 weeks for approval after submission. As such, it is recommended that Vendors apply early in the program, to ensure a smoother experience for your customers.

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 via email and updates application with relevant inputs and documents.

NOTE: Vendor inputs include buyer-specific warranty, delivery of vehicle timeline, charging/fueling information (as available) or plans where not available, implementation of maintenance plan

NOTE: Access to the buyer application will be via a single email per buyer, with individual access links per vehicle. A dashboard view may be available in addition.

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

Within 6 months, Vendor delivers vehicle and buyer registers vehicle within 6 months of voucher reservation. Buyer pays purchase price minus full voucher amount, per terms between Vendor and buyer, outside of voucher program.

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

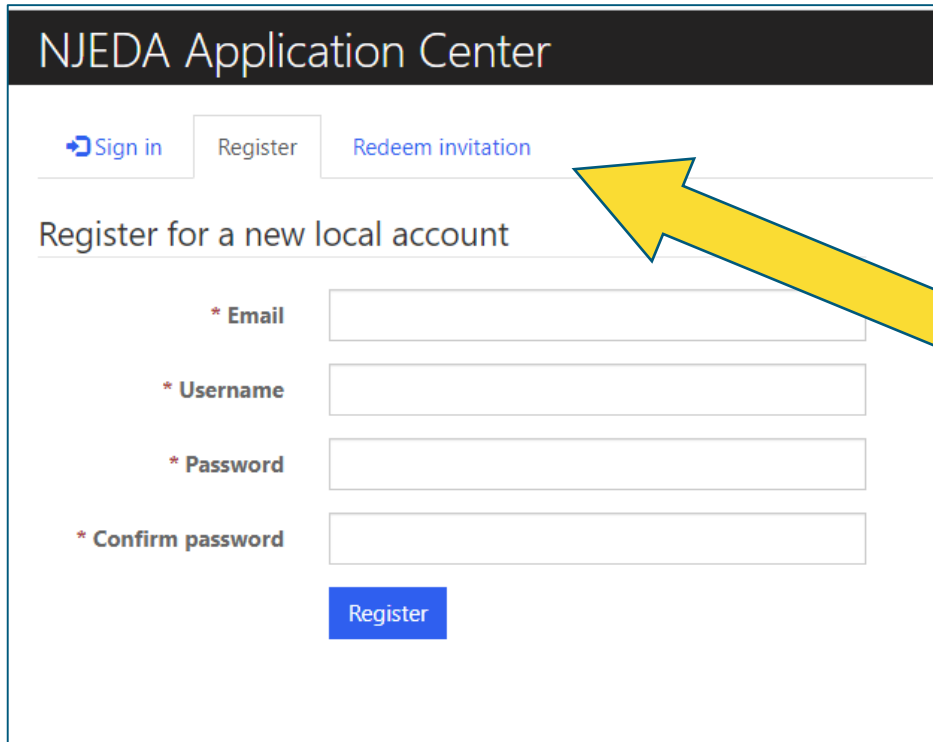
NJEDA reviews submission and, if all relevant program agreements have been met, buyer voucher is assigned to Vendor, who redeems the voucher funds from NJEDA.

Compliance monitoring

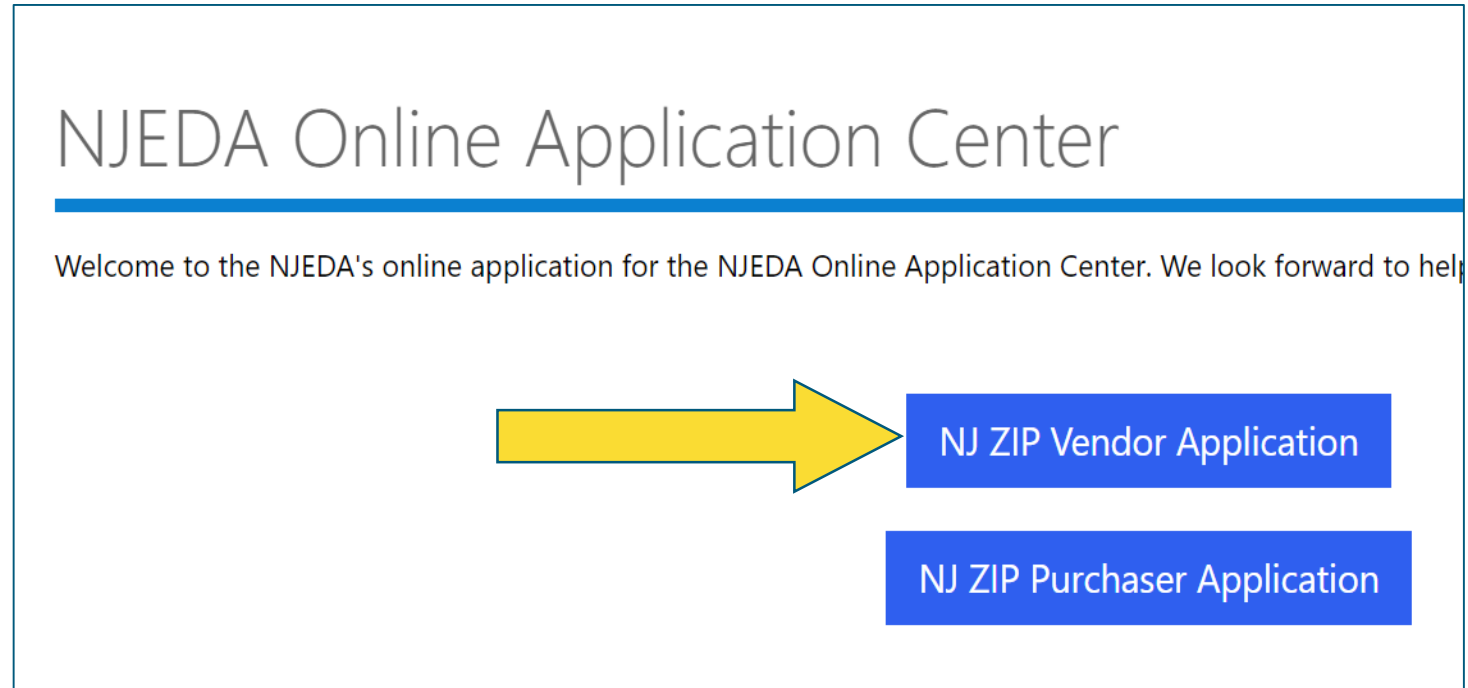
As a requirement of the voucher funding, buyer and Vendor will respond to NJEDA's audit requests as needed to confirm post-award compliance and inform future program design, for Vendors including but not limited to providing the agreed-to vehicle and related charging/fueling support, providing maintenance facilities, providing warranty, and, if applicable, completing bonus training/demo requirements and submitting documentation of same.

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 selected. 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 located below the 'Confirm password' field. 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 horizontal line and a welcome message: 'Welcome to the NJEDA's online application for the NJEDA Online Application Center. We look forward to help'. Below the message are two blue buttons: 'NJ ZIP Vendor Application' and 'NJ ZIP Purchaser Application'. A yellow arrow points from the 'Register' tab in the previous screenshot to the 'NJ ZIP Vendor Application' button.

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*
- Zero-emission vehicle make and model and related specification sheets & certs
- 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

Information and documents to have when you apply

To support buyer application...

- Provide them proof of intent to purchase (e.g., quote, PO, etc)
- Timeline and process/plans by which Vendor intends to comply with the terms of the voucher prior to expiration of voucher
 - Delivery of vehicle
 - Development of charging/fueling plans
 - Implementation of maintenance plan
 - Warranty
- Bonus criteria documentation, if applicable

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

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/>

If we have not already connected, you believe you are eligible, and you plan to apply to be a vendor, please reach out at njzip@njeda.com , title “Request to join vendor list – [Organization name]” and provide one contact and a public webpage indicating that zero-emission medium duty vehicles are available for sale.

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***