

Local Property Acquisition Grant Program

Sample Application



Program Overview

The \$25 million Local Property Acquisition Grant Program is a pilot program which provides grant funding to municipalities, municipal entities, counties, county entities, and/or not-for-profit local economic and community development entities for the acquisition of property in order to facilitate and enable the property's future redevelopment as a part of local economic development priorities.

Acquisitions for Strategic Public Use Product

Grant awards between \$50,000 and \$1,000,000.

Eligible Supplemental Uses for Strategic Public Use projects must be publicly accessible spaces for the community which may include pedestrian plazas, pocket-parks, community parks, community gardens, public walkway/access, public parking lots/garages, or other similar public spaces.

Ineligible types of Supplemental Uses for Strategic Public Use projects:

Public infrastructure projects such as for:

- Transport
- Energy
- Communication
- Water
- Wastewater
- General public works.



Acquisitions for Future Development Projects Product

Grant awards between \$50,000 and \$4,000,000.

Eligible Supplemental Uses for Future Development Projects (substantial rehabilitation and/or new construction) are limited to:

- Mixed-use developments; any residential portion must comply with the 20% reservation for low- and moderate-income households required by N.J.S.A. 52:27D-329.9(b)
- Transit-Oriented Development
- Cultural, Arts, Performing Arts
- Commercial (including office and/or supermarkets/grocery stores)
- Research/Laboratory

Ineligible types of Supplemental Uses for Future Development projects:

- Consisting solely of warehouse
- Consisting solely of residential
- Primarily for government/educational uses



APPLICATIONS WILL BE ACCEPTED FROM THURSDAY, JANUARY 18th, 2024 AT 10:00AM UNTIL MONDAY, MAY 20th, 2024 AT 5:00PM.

Sample Application

Welcome

Before beginning the application read through the information provided on the welcome page.

Once ready click “Next” to begin the application

IMPORTANT TIP:

Click “Save” in the beginning to create a reusable link that will save your progress as you complete the application.



Welcome: Local Property Acquisition Grant Program

The [Local Property Acquisition Grant Program](#) is a competitive grant program that deploys \$24 million by providing funding to eligible applicants for the acquisition of a vacant site, building, facility or a collection of properties, in order to facilitate and enable future redevelopment of the property. The Program intends to address a significant barrier in undertaking and implementing local development and redevelopment projects.

The Program will support two products: (A) approximately \$3 million for Acquisitions for Strategic Public Use, and (B) approximately \$21 million for Acquisitions for Future Development Projects.

The descriptions of each product are detailed below:

[Please note: If you wish to apply for both uses, you must submit two separate applications.]

Acquisitions for Strategic Public Use

Project property acquisition(s) and the proposed subsequent Strategic Public Use project must foster or support existing, ongoing, or planned development as part of an overall plan for property improvements and increased public access in the area proximate to the Property.

Eligible Supplemental Uses for Strategic Public Use projects must be publicly accessible spaces for the community, which may include:

- Pedestrian plazas
- Pocket-parks
- Community parks
- Community gardens
- Public walkways/accesses
- Public parking lots/garages
- Other similar public spaces

Ineligible Supplemental Uses for Strategic Public Use projects funds include direct support for transport, energy, communication, water, wastewater, or general public works.

The minimum grant request for Acquisitions for Strategic Public Use projects is \$50,000 and the maximum grant request is \$1,000,000.

Acquisitions for Future Development Projects

Project property acquisition(s) and the proposed subsequent Future Development Project must support planned development/redevelopment efforts in the area proximate to the Property.

Eligible Supplemental Uses for Future Development Projects (substantial rehabilitation and/or new construction) are limited to:

- Mixed-use developments; any residential portion must comply with the 20% reservation for low- and moderate-income households required by N.J.S.A. 52:27D-329.9(b)
- Transit-Oriented Development
- Cultural, Arts, Performing Arts
- Commercial (including office and/or supermarkets/grocery stores)
- Research/Laboratory

Supplemental Uses for Future Development Projects consisting solely of warehouse, solely of residential, or primarily for government/educational uses are ineligible for funding.

The minimum grant request for Acquisitions for Future Development Projects is \$50,000 and the maximum grant request is \$4,000,000.

For applicant eligibility criteria and additional program details, please review the [Local Property Acquisition website](#) and FAQs.

Language Assistance

ATENCIÓN: si habla español, los servicios de asistencia lingüística, gratuitos, están disponibles para usted enviando un correo electrónico a languagehelp@njeda.com.

إلكتروني إلى languagehelp@njeda.com تلبية: إذا كنت تتحدث اللغة العربية، فإن خدمات المساعدة اللغوية مجانية متاحة لك عبر إرسال بريد

注意: 如果您說粵語, 可以透過傳送電子郵件至 languagehelp@njeda.com 免費獲取語言協助服務。

注意: 如果您說普通話, 可以通過發送電子郵件至 languagehelp@njeda.com 免費獲取語言協助服務。

ध्यान दें: જો તમે ગુજરાતી બોલતા હોય તો, તમારા માટે languagehelp@njeda.com પર ઇ-મેઇલ કરવાથી ભાષા સહાય સેવાઓ મફતમાં ઉપલબ્ધ છે.

ध्यान दें: यदि आप हिंदी बोलते हैं, तो languagehelp@njeda.com पर ईमेल द्वारा, आप के लिए नि:शुल्क भाषा सहायता सेवाएं उपलब्ध हैं।

ATTENZIONE: se parla italiano, può usufruire gratuitamente di servizi di assistenza linguistica scrivendo all'indirizzo languagehelp@njeda.com

알림: 한국어를 사용하지는 경우, 언어 지원 서비스가 무료로 이메일 languagehelp@njeda.com을 통해 제공됩니다.

UWAGA: Jeśli mówisz po polsku, możesz uzyskać pomoc tłumacza bezpłatnie wysyłając e-mail pod adres languagehelp@njeda.com.

ATENÇÃO: se você falar português, oferecemos serviços de apoio de idioma gratuitos. Envie um e-mail para languagehelp@njeda.com.

ATTENTION: Kung nagsasalita ka ng Tagalog, magagamit mo ang libreng mga serbisyong tulong sa wika sa pamamagitan ng pag-email sa languagehelp@njeda.com.

Next >

Save

Language Access

Provide a “Yes/No” response to indicate whether English is your primary language or select “Prefer Not to Answer”.



Language Assistance

Is English your primary language? *

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Free language assistance services are available to you by sending an email to languagehelp@njeda.gov.

Language Assistance

Is English your primary language? *

Please identify which of the following languages is your primary language: *

- Español (Spanish)
- العربية (Arabic)
- 粵語 (Cantonese Chinese)
- 國語 (Mandarin Chinese)
- ગુજરાતી (Gujarati)
- हिन्दी (Hindi)
- Italiano (Italian)
- 한국어 (Korean)
- Po Polsku (Polish)
- Português (Portuguese)
- Tagalog
- Other

Primary Point of Contact

On this page we will collect contact information for the Primary Point of Contact for this application.

Please ensure that the email provided is the correct email for the primary point of contact on this application.

This email will be used for the fee correspondence and any other communications to the applicant team.

Primary Point of Contact

Salutation

First Name *

Middle Initial

Last Name *

Suffix

Title *

Email Address *

Confirm Email Address *

Phone Number *



REMINDER

Click “Save” to create a reusable link that will save your progress as you complete the application.

Authorized Representative

If the primary point of contact is not an authorized representative for the applicant entity, you will be asked to fill out the contact information for the authorized representative.

Authorized Representative

This application includes company representations and certification and must be submitted by an individual who is legally authorized to sign documents on behalf of the applicant company.

Salutation

First Name *

Middle Initial

Last Name *

Suffix

Title *

Email Address *

Confirm Email Address *

Phone *

Chief Executive Officer/Owner/Equivalent

If the primary point of contact is not Chief Executive Officer/Owner/Equivalent for the applicant entity, you will be asked to fill out the contact information for the Chief Executive Officer/Owner/Equivalent.

This page is part of a Common Application that NJEDA uses for various programs and funding opportunities. NJEDA provides funding to many applicants including small businesses, real estate developers, governmental entities, not for profit organizations and financial institutions. Applicant/Company/Organization are used interchangeably throughout the application. Please answer all required questions on the application and to the best of your ability.

Chief Executive Officer/Owner/Equivalent

If the primary point of contact does not hold this role, please provide the contact information for the owner, CEO, or equivalent highest-ranking executive for the applicant company.

Salutation

First Name *

Middle Initial

Last Name *

Suffix

Title *

Email Address *

Confirm Email Address *

Phone

Consultant Information

While not required, we understand that some applicants may choose to utilize consultants for support on grant applications.

Are you, the applicant entity, using a consultant to assist with this application?

IF YES, you will be asked to fill out the contact information for the consultant.

Consultant Information

While not required, we understand that some applicants may choose to utilize consultants for support. While the NJEDA will direct all communications to the primary point of contact, please also provide us with information about any consultants supporting you on this application.

Would you like to designate a consultant contact who is assisting with this application? *

Yes No

Salutation

First Name *

Middle Initial

Last Name *

Suffix

Company *

Title *

Email Address *

Applicant Organization

In this section, we are collecting information about the registered business that is applying for this program.

This page will request applicant organization information including but not limited to...

- Entity Type
- Date Established
- Entity Formation Documents
- Federal Tax Identification Number (FEIN)
- NJ Tax Identification Number
- NAICS Code
- NJ Tax Clearance Certificate (required prior to approval)

If the applicant is involved in religious activities or is religiously affiliated, an additional [Religious Activity Questionnaire](#) will be required.

Reminder: This page is part of a Common Application that NJEDA uses for various programs and funding opportunities. NJEDA provides funding to many applicants including small businesses, real estate developers, governmental entities, not for profit organizations and financial institutions. Applicant/Company/Organization are used interchangeably throughout the application. Please answer all required questions on the application and to the best of your ability.

Applicant Organization

In this section, we are collecting information about the company that is applying for assistance. We are focused on the primary applicant only. We may collect information on affiliates, parent companies, holding companies, or other related entities in the following sections of the application.

Applicant Organization Name *

The full name of your registered legal entity. This name should match the name on your formation documents. If you are not sure of your legal entity name, please visit: <https://www.njportal.com/DOR/BusinessNameSearch/Search/BusinessName>

Applicant Doing Business As (DBA)

Entity Type *

Date Established *

Is the applicant, or any person who controls the applicant or owns or controls more than 1% of stock of the applicant, an officer or employee of any agency, authority or other instrumentality of the State of New Jersey? *

Yes No NA - Applicant Organization is Government Entity

Mailing Address *

Address Line 1

Address Line 2

City

State

Zip Code

Applicant Country of Incorporation/Formation *

United States

Applicant State of Incorporation/Formation *

State

Formation Document(s)

Documentation to verify applicant entity's name – must provide company formation documents that relate to the entity applying (Articles of Incorporation, Articles of Organization, Certificate of Incorporation, Certificate of Trade Name (filed at county clerk's office-for sole proprietors))

- **Sole Proprietor:** [Provide a Certificate of Trade Name](#) (filed with the County Clerk)
- **LLC:** [Certificate of Formation](#)
- **Corporation:** [Certificate of Incorporation and Bylaws](#)
- **Not-for-Profit:** [Certificate of Incorporation and Bylaws](#)
- **Out of State:** If your entity was formed out of state but operates within the State of NJ, you must file a Certificate of Authority when registering the business in NJ and provide that certificate.

or drag files here.

Cannabis Questionnaire

Cannabis Questionnaire

Has the applicant applied for or been issued a license, including a conditional license, from the New Jersey Cannabis Regulatory Commission (NJ-CRC) to operate as a cannabis cultivator, cannabis manufacturer, cannabis wholesaler, cannabis distributor, cannabis retailer, or cannabis delivery service; or does the applicant employ or intend to employ, or is the applicant itself, a certified personal use cannabis handler to perform work for or on behalf of a cannabis establishment, distributor, or delivery service? *

Yes No

If the applicant is a property owner, developer, or operator of a project: is the property being used or intended for use, in whole or in part, (1) by or to benefit a cannabis cultivator, cannabis manufacturer, cannabis wholesaler, cannabis distributor, cannabis retailer, or cannabis delivery service, (2) to employ a certified personal use cannabis handler to perform work for or on behalf of a cannabis establishment, distributor, or delivery service, (3) by a person or entity that has applied or intends to apply to the New Jersey Cannabis Regulatory Commission (NJ-CRC) for a license to operate as a cannabis cultivator, cannabis manufacturer, cannabis wholesaler, cannabis distributor, cannabis retailer, or cannabis delivery service or has applied for certification to be, or intends to employ, a certified personal use cannabis handler to perform work for or on behalf of a cannabis establishment, distributor, or delivery service? *

Yes No

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New Jersey State law prohibits certain cannabis licensees and certified personal use cannabis handlers' employers from receiving or continuing to receive most financial incentive awards.

Local Property Acquisition Funding Use Selection (1/3):

Local Property Acquisition Funding Use Selection:

The Local Property Acquisition Program will provide grants for the acquisition of a vacant site, building, facility, or collection of properties ("Project") in order to facilitate and enable the future redevelopment of the property/ies within a defined time period and in support of local or regional economic development plans and priorities (the "Supplemental Use").

In the section below, the applicant will be asked to identify the intended use of the property/ies if a local property acquisition grant is awarded to this application:

Please select the intended Supplemental use of the local property/ies: *

If you wish to apply for both uses, you must submit two separate applications.

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Please select the intended Supplemental use of the local property/ies

(select one from the dropdown menu):

1. Strategic Public Use OR
2. Future Development

**If you wish to apply for both uses, you must submit two separate applications.*

Local Property Acquisition Funding Use Selection (2/3):

Acquisitions for Strategic Public Use

Please identify the publicly accessible space for the community in the proposed Supplemental use project (select all that apply):

- Pedestrian plaza(s)
- Pocket-park(s)Community park(s)
- Community garden(s)
- Public walkway(s)/access(es)
- Public parking lot(s)/garage(s)
- Other similar public spaces*

**If “Other similar public spaces” is selected, a textbox will appear for the applicant to provide a description.*

Please Note: Ineligible uses include public infrastructure projects such as for transportation, energy, communication, water, waste water, or general public works.

Local Property Acquisition Funding Use Selection:

The Local Property Acquisition Program will provide grants for the acquisition of a vacant site, building, facility, or collection of properties (“Project”) in order to facilitate and enable the future redevelopment of the property/ies within a defined time period and in support of local or regional economic development plans and priorities (the “Supplemental Use”).

In the section below, the applicant will be asked to identify the intended use of the property/ies if a local property acquisition grant is awarded to this application:

Please select the intended Supplemental use of the local property/ies: *

Strategic Public Use


If you wish to apply for both uses, you must submit two separate applications.

Acquisitions for Strategic Public Use

Funding support for projects that foster or support existing, ongoing, or planned development as part of an overall plan for property improvements and increased public access in the area proximate to the Property.

Please identify the publicly accessible space for the community in the proposed Supplemental use project: *

- Pedestrian plaza(s)
- Pocket-park(s)
- Community park(s)
- Community garden(s)
- Public walkway(s)/access(es)
- Public parking lot(s)/garage(s)
- Other similar public spaces

 **Please Note:** Ineligible uses include public infrastructure projects such as for transportation, energy, communication, water, waste water, or general public works.

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Local Property Acquisition Funding Use Selection (3/3):

Acquisitions for Future Development

Please identify the type of construction for your Supplemental Use project:

- New construction
- Substantial rehabilitation
- Substantial rehabilitation with new construction

If the type of substantial rehabilitation and/or new construction for your Supplemental Use project is a mixed-use development, any residential portion must comply with the 20% reservation for low- and moderate-income households required by [N.J.S.A. 52:27D-329.9\(b\)](#).

Please Note: Supplemental Uses for Future Development Projects consisting solely of warehouse, solely of residential, or primarily for government/educational uses are ineligible for funding.

Local Property Acquisition Funding Use Selection:

The Local Property Acquisition Program will provide grants for the acquisition of a vacant site, building, facility, or collection of properties ("Project") in order to facilitate and enable the future redevelopment of the property/ies within a defined time period and in support of local or regional economic development plans and priorities (the "Supplemental Use").

In the section below, the applicant will be asked to identify the intended use of the property/ies if a local property acquisition grant is awarded to this application:

Please select the intended Supplemental use of the local property/ies: *

Future Development

If you wish to apply for both uses, you must submit two separate applications.

Acquisitions for Future Development

Funding must support planned development/redevelopment efforts in the area proximate to the Property. This can be substantial rehabilitation and/or new construction.

Identify the type of construction for your Supplemental Use project: *

- New construction
- Substantial rehabilitation
- Substantial rehabilitation with new construction

Please identify the type of substantial rehabilitation and/or new construction for your Supplemental Use project: *

- Mixed-use developments; any residential portion must comply with the 20% reservation for low- and moderate-income households required by N.J.S.A. 52:27D-329.9(b)
- Transit-Oriented Development
- Cultural, Arts, Performing Arts
- Commercial (including office and supermarkets/grocery stores)
- Research/Laboratory

Please Note: Supplemental Uses for Future Development Projects consisting solely of warehouse, solely of residential, or primarily for government/educational uses are ineligible for funding.

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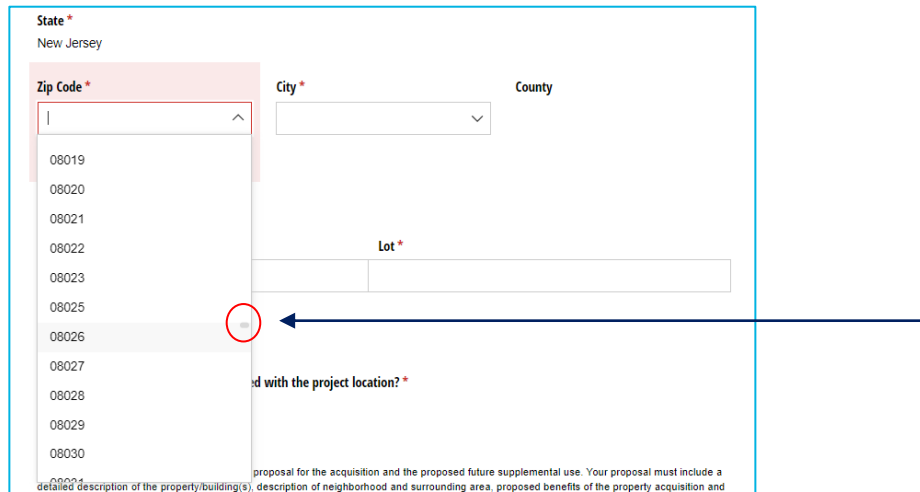
Next >

Save

Project Overview (1/2)

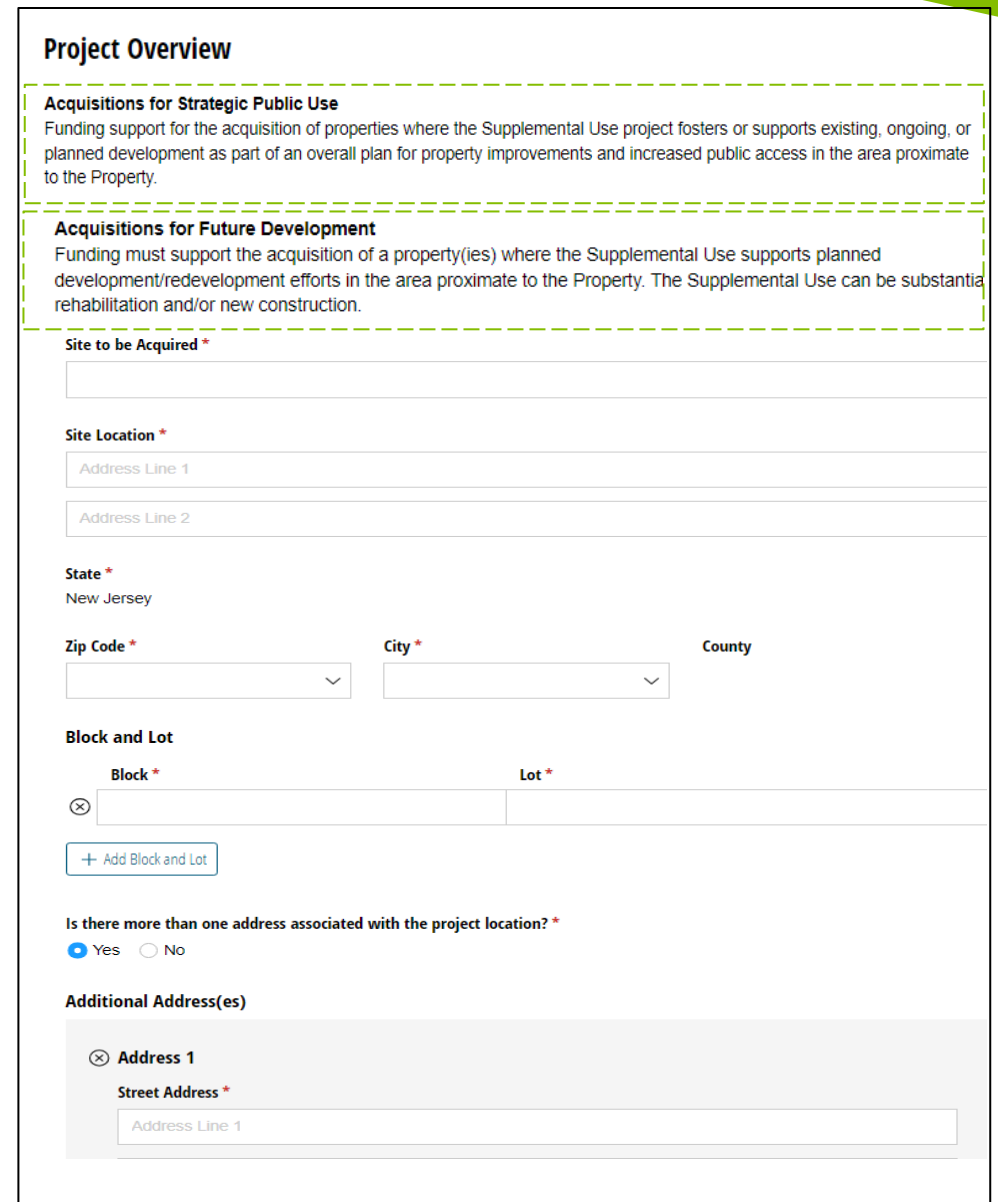
In this section, we would like to learn about the location of your project, your project narrative, and the current status of the property/ies or building(s) for the proposed project.

Please select the correct New Jersey Zip Code from the dropdown menu appearing in the application. Tip: if you click on the right-hand side of the dropdown menu, a dot will appear that you can be dragged up and down for scrolling through the available zip codes.



The screenshot shows a form with the following fields: State (New Jersey), Zip Code (dropdown menu), City, County, and Lot. The Zip Code dropdown menu is open, showing a list of zip codes from 08019 to 08030. A red circle highlights a small grey dot on the right side of the dropdown menu, with an arrow pointing to it from the text above. Below the dropdown menu, there is a question: "Is there more than one address associated with the project location?" with a "Yes" radio button selected.

If the project area will include more than one block and lot, please provide a range or click the **+ Add Block and Lot** button for non-contiguous parcels of land. If there is more than one street address associated with the property/ies, the applicant will also have the option to provide these details here.



The screenshot shows the Project Overview form with the following sections:

- Project Overview**
- Acquisitions for Strategic Public Use**
Funding support for the acquisition of properties where the Supplemental Use project fosters or supports existing, ongoing, or planned development as part of an overall plan for property improvements and increased public access in the area proximate to the Property.
- Acquisitions for Future Development**
Funding must support the acquisition of a property(ies) where the Supplemental Use supports planned development/redevelopment efforts in the area proximate to the Property. The Supplemental Use can be substantial rehabilitation and/or new construction.
- Site to be Acquired ***
Text input field
- Site Location ***
Address Line 1
Address Line 2
- State ***
New Jersey
- Zip Code *** (dropdown menu) **City *** (dropdown menu) **County**
- Block and Lot**
Block * (input field) **Lot *** (input field)
+ Add Block and Lot button
- Is there more than one address associated with the project location? ***
 Yes No
- Additional Address(es)**
 Address 1
Street Address *
Address Line 1

Project Overview (2/2)

Project Narrative – please upload an overall proposal for the acquisition and the proposed future supplemental use. Your proposal must include a detailed description of the property/building(s), description of neighborhood and surrounding area, proposed benefits of the property acquisition and supplemental use, and projected job creation.

Please respond to all of the questions in the following section about the property/ies or building(s) for the proposed project.

The New Jersey Department of Community Affairs maintains a resource whereby applicants can identify whether their property(ies) may fall within or near Federal or State incentive areas. The NJ Community Asset Map can be found [here](#).

Project Narrative
In the section below, please upload an overall proposal for the acquisition and the proposed future supplemental use. Your proposal must include a detailed description of the property/building(s), description of neighborhood and surrounding area, proposed benefits of the property acquisition and supplemental use, and projected job creation.

Proposal for the acquisition and the proposed future supplemental use *

or drag files here.

Please respond to all of the questions in the following section about the property/ies or building(s) for the proposed project.

The New Jersey Department of Community Affairs maintains a resource whereby applicants can identify whether their property(ies) may fall within or near Federal or State incentive areas. The NJ Community Asset Map can be found [here](#).

Please describe the current status of the property/ies to be acquired (vacant, abandoned, etc.): *

Are there any code violations at the building(s)/property? *

Yes No Unknown

How long has the property/building been vacant? *

Have there been any recent uses of the property/building(s)? *

Yes No

Does the project location include one or more brownfield site(s)? *

Yes No Unknown

Does the project location include one or more properties with Local, State, or Federal Historic designation? *

Yes No Unknown

Is the project located within a municipally designated redevelopment area or within a Federal/State designated incentive area? *

Yes No

Please describe any current or planned development/redevelopment efforts in the area proximate to the Property *

Proximate development/redevelopment efforts should be within 1/2 mile of the property/ies to be acquired. Examples of efforts can include: approved/under construction developments, properties within an approved NRTC/NPP area, municipal/county improvements to infrastructure, etc.

Please describe the anticipated economic and local impact of the local property acquisition and Supplemental Use: *

Include examples of local impact such as increase in pedestrian traffic and public access, if applicable.

Please explain how your proposal is consistent with state and local economic development objectives: *

Acquisition Budget and Timeline (1/2)

In this section, we want to ensure your ability to cover the project costs and plans for completing the project on schedule.

If you had an appraisal done on the proposed property/ies for the project, please select “Yes” to the first question and upload it here (if available).

For Acquisitions for Strategic Public Use: Total Grant Amount Requested must be between \$50,000.00 and \$1,000,000.00

For Acquisitions for Future Development: Total Grant Amount Requested must be between \$50,000.00 and \$4,000,000.00.

Download the [Project Budget template](#) provided in the application and input project costs before uploading as an excel file.

***Grant funding may not exceed 80% of the property appraised value plus closing costs typically included as part of a settlement statement and related transaction legal costs, except for projects located within either a Transitional Aid Community or a Government Restricted Municipality where Grant funding may account for 100% of the property appraised value plus closing costs typically included as part of a settlement statement and related transaction legal costs.*

Acquisition Budget and Timeline

Grant funding may not exceed 80% of the property appraised value plus closing costs typically included as part of a settlement statement and related transaction legal costs, except for projects located within either a Transitional Aid Community or a Government Restricted Municipality where Grant funding may account for 100% of the property appraised value plus closing costs typically included as part of a settlement statement and related transaction legal costs.

All Strategic Public Uses and Future Development projects that are developed/redeveloped as a result of Local Property Acquisition Grant Program funding shall be subject to compliance with New Jersey prevailing wage law and compliance with other labor standards requirements, as well as other state requirements which may be applicable depending on project details and funding amounts including possibly New Jersey Executive Order 215 of 1989 regarding Environmental Assessments.

Have you had an appraisal done on the property/ies?

Yes No

Property Acquisition Cost *

Include closing costs in your total amount for Property Acquisition Cost.

Total Grant Amount Requested *

Grant funding may not exceed 80% of the property appraised value except for projects located within either a Transitional Aid Community or a Government Restricted Municipality where grant funding may be 100% of appraised value.

Project Budget for the Property Acquisition

Note: The project budget must be uploaded as an excel file. A project budget template can be found [here](#).

Please upload a Project Budget for the Property Acquisition *

or drag files here.

Describe and upload documentation showing how all Project Acquisition costs are to be paid for. Demonstrate proof of funding (i.e. LOI's, commitment letter from a bank or lender, grant agreements, resolutions, bank statements, etc.) for costs not covered by funds from the Local Property Acquisition Grant Program. *

Please upload supporting documentation for Project Budget:

or drag files here.

Acquisition Budget and Timeline (2/2)

Download the [Project Sources and Uses template](#) provided in the application and identify all current sources and uses of funding for your project before uploading as an excel file.

Please provide anticipated dates for the following:

- Completion Date of Property/ies Purchase
- Date of Municipal Approval/Municipal Permit
- Construction Start Date
- Final Inspection/Certificate of Occupancy

Project Supplemental Use Sources and Uses

Note: The Project Supplemental Use Sources and Uses must be uploaded as an excel file. A Project Sources and Uses template can be found [here](#).

Please upload your Project Supplemental Use Sources and Uses: *

or drag files here.

Describe the anticipated funding sources for the Supplemental Use project development. Funding sources may include LOI's, commitment letter from a bank or lender, grant agreements, resolutions, bank statements, New Market Tax Credit Award letters, etc.: *

Please upload supporting documentation for the Project Sources and Uses:

or drag files here.

Please upload a project schedule and explain how the projects will be completed within 3 years of acquisition. *

or drag files here.

Anticipated Completion Date of Property/ies Purchase: *

Anticipated Date of Municipal Approval/Municipal Permit: *

Anticipated Construction Start Date *

Final Inspection/Certificate of Occupancy *

Team Capacity

In this section, we want to understand your team's prior relevant work experience and the competencies on your team that will ensure the success of this project.

Applicants should upload a chart with information about completed projects from the last 5 years (if applicable).

The chart should include:

- Project Name
- Location (Address)
- Start Date
- Completion Date
- Acquisition Cost
- Total Development Cost, etc.

Team Capacity

Please upload a narrative describing the proposing team's experience and capacity to undertake and complete the property acquisition and the proposed supplemental use. *

or drag files here.

Upload any supporting documentation demonstrating the proposing team's capacity to undertake and complete the property acquisition and the proposed supplemental use.

or drag files here.

Applicant should upload a chart with information about completed projects from the last 5 years. The chart should include: Project Name, Location (Address), Start Date, Completion Date, Acquisition Cost, Total Development Cost, etc.

Please supply your organizational chart, project manager resume(s), and any additional documents you'd like to demonstrate the development team's capacity to undertake this project. *

or drag files here.

Site Control

Evidence of site control or a path to site control [upload document] – Upload a document(s) which evidences some level of right to acquire the property/ies.

The document(s) must be fully signed by both seller and purchase/applicant.

This may include:

- A. Letter of Intent
- B. Purchase Offer with Purchase Terms*
- C. Purchase and Sale Agreement contingent on funding award

*Documentation pertaining to the below case will also be accepted. Select “Purchase Offer with Purchase Terms” and upload the relevant documentation.

**Accepted settlement agreement as part of an approved eminent domain proceedings and/or other final decision of an administrative or judicial governmental process resulting in the transfer of title or possession.

Please upload a Municipal Letter of Support for the project.

Site Control

Please select a type of document evidencing site control or a path to site control and then proceed with uploading the identified document below: *

For the document uploaded i.e. letter of intent, purchase offer with purchase terms, purchase and sale agreement contingent on funding award, etc. -- any/all must be fully signed by both seller and purchaser/applicant; or in rare situations may include an accepted settlement agreement as part of approved eminent domain proceedings and/or other final decision of an administrative or judicial governmental process resulting in the transfer of title or possession.

Please upload a municipal letter of support for the project: *

Prevailing Wage and Affirmative Action Requirements

Prevailing Wage and Affirmative Action Requirements

Construction activities under the Local Property Acquisition Grant Program are subject to New Jersey affirmative action and prevailing wage requirements. We want to make sure you are aware of this requirement.

Please be aware that construction activities under the Local Property Acquisition Grant Program are subject to New Jersey affirmative action and prevailing wage requirements. Projects utilizing financial assistance for construction related costs are subject to state prevailing wage requirements. During the eligibility period, each worker shall be paid not less than the prevailing wage rate for the worker's craft or trade, as determined by the Commissioner of the Department of Labor and Workforce Development pursuant to P.L. 1963, c. 150 (N.J.S.A. 34:11-56.25 et seq.) and P.L.2005, c. 379 (N.J.S.A. 34:11-56.58 et seq.). Effective April 1, 2020, contractors and subcontractors for construction contracts that require payment of prevailing wage must provide proof of registration under the Public Works Contractor Registration Act (N.J.S.A. 34:11-56.48 et seq.) The Act does not require proof of registration for such contracts that were awarded prior to April 1, 2020. Information regarding this Act can be found on the NJ Department of Labor's Website.

I acknowledge any construction on this project, undertaken either by the applicant or as a result of this application, is subject to prevailing wage and affirmative action requirements.

< Back

Next >

Save

Program Acknowledgements

**Please read the acknowledgements section carefully.
You will be required to check the box next to each one
to acknowledge your understanding before
proceeding with the rest of the application.**

Acknowledgements

- I acknowledge that all Strategic Public Use and Future Development Projects that are developed/redeveloped as a result of Local Property Acquisition Grant Program funding shall be subject to compliance with New Jersey prevailing wage law and compliance with other labor standards requirements, as well as other state requirements which may be applicable depending on project details and funding amounts including possibly New Jersey Executive Order 215 of 1989 regarding Environmental Assessments.
- I acknowledge that if a project application is approved for funding, the Authority will enter into a Grant Agreement with the Applicant.
- I acknowledge that the Applicant shall be responsible for assuring the compliance of the Project with all terms and conditions of the Grant Agreement and the Program funding requirements.
- I acknowledge that the Grant Agreement will have a deed restriction to ensure that both the Project Property Acquisition and the planned Supplemental Use for either the proposed and approved Strategic Public Use or Future Development Project do occur within the project development timeline/ implementation schedule based on the application submission and the Authority's approval. The deed restriction for property acquisitions for Strategic Public Use Project will also indicate that the property is to be used long-term as publicly accessible space.
- I acknowledge that any Grant Agreement will also detail the Authority's rights for approval of any sale/transfer of the Property(ies) including reviewing the reasonableness of the proposed sales/pricing. The Grant Agreement will further indicate that prior to the sale of a property for a Future Development Project, the Applicant/Grantee will submit to the Authority the proposed sales contract and the proposed Future Development Project financials for the Authority's review and approval.
 - If the proposed sales price is *equal to or greater than* the fair market value (based on appraisal), then upon sale of a property for a Future Development Project, the Authority will allow an Applicant/Grantee to retain up to 15% of the Grant amount as an administrative fee. The Applicant/Grantee shall return to the Authority an amount equal to: the Authority's proportionate share of the future sales price of the property/ies minus 15% of the EDA Grant amount attributable to the original property/ies acquisition.
 - If the proposed sales price is *less than* the fair market value (based on appraisal), the Authority will then review the project financials that the designated developer/redeveloper proposes against the Authority's financial analysis hurdle rate model to ensure that the sales price and project financials are reasonable (*at or below the hurdle rate*). If project financials and estimated internal rate of return are *at or below* the hurdle rate, then upon sale of a property for a Future Development Project, the Authority will allow an Applicant/Grantee to retain up to 15% of the Grant amount as an administrative fee. The Applicant/Grantee shall return to the Authority an amount equal to: the Authority's proportionate share of the future sales price of the property/ies minus 15% of the EDA Grant amount attributable to the original property/ies acquisition.
 - If the proposed sales price is *less than* the fair market value (based on appraisal) and the project financials and estimated internal rate of return are *above* the hurdle rate, the proposed future sales transaction would require Authority Board review.

Diversity Equity and Inclusion

In this section, we would like more information about the diversity of your organization.

Answers have no impact on eligibility for assistance and providing information is optional, to be used for tracking purposes only.

Within each of these questions, “Prefer not to answer” can be selected if that is the case OR if the question is not applicable to your organization.

Diversity, Equity, & Inclusion

In this section, we would like more information about the diversity of your organization. Answers have no impact on eligibility for assistance and providing information is optional, to be used for tracking purposes only. Within each of these questions, “Prefer not to answer” can be selected if that is the case OR if the question is not applicable to your organization.

With which of the following does the majority owner of the applicant organization self-identify (if applicable)? *

- Minority
- Woman
- Veteran
- LGBTQ
- Disabled
- None of the above
- Prefer not to answer

Please select which of the following State of New Jersey certifications the applicant organization currently holds: *

- Small Business Enterprise (SBE)
- Disadvantaged Business Enterprise (DBE)
- Minority-Owned Business Enterprise (MBE)
- Woman-Owned Business Enterprise (WBE)
- Veteran-Owned Business Enterprise (VOB)
- Disabled Veteran-Owned Business Enterprise (DVOB)
- None of the above
- Prefer not to answer

Additional DE&I Information

In this section, we would like more information about any actions your organization has taken or is taking with respect to Diversity, Equity, and Inclusion

Please describe whether your organization's leadership team is made up of a diverse group of individuals. Please provide as much detail as possible about the composition of your leadership team as it relates to groups that have been historically underrepresented (minority, woman, veteran, LGBTQ, disabled). *

Applicant Representative for Certifications

The New Jersey Economic Development Authority requires that the Legal Questionnaire, Certification of Non-Involvement in Prohibited Activities in Russia or Belarus Pursuant to P.L. 2022, C. 3, Acknowledgments of Applicant, and Certification of Applicant, are to be completed and signed by one of the following:

- by applicant's General Counsel or Chief Legal Officer (recommended); or
- for a corporation: a principal executive officer at least the level of vice president;
- for a partnership: a general partner;
- for a sole proprietorship: the proprietor;
- for a governmental entity: the contact person (business administrator, manager, mayor, etc.);
- for other than above: the person with legal responsibility for the application.

If you are not an Authorized Representative you will be prompted to Upload the Certifications page, which will require you to download and then upload signed copies of the acknowledgments and certifications listed above (Slide 48).

If you are an Authorized Representative you will be prompted to fill out these pages throughout the application (Slides 26-28).

Applicant Representation

Is the individual filling out this application employed by the entity that is applying for the program? *

Yes

Is the individual filling out this application one of the following: *

- by applicant's General Counsel or Chief Legal Officer (recommended); or
- for a corporation: a principal executive officer at least the level of vice president;
- for a partnership: a general partner;
- for a sole proprietorship: the proprietor;
- for a governmental entity: the contact person (business administrator, manager, mayor, etc.);
- for other than above: the person with legal responsibility for the application.

Yes

Please indicate which of the following best describes the individual filling out this application? *

Applicant's General Counsel or Chief Legal Officer
Contact for a Government Entity
General Partner
Principal Executive Officer at or above the minimum level of Vice President
Sole Proprietor
Person with Legal Responsibility for the Application
None of the above

Upload Certifications

Only if the individual filling out the application is not an Authorized Representative will the applicant see this page.

Here you will be prompted to download and then upload signed copies of the acknowledgments and certifications listed above.

Upload Certifications

The New Jersey Economic Development Authority requires that the following information be completed and signed by one of the following:

- by applicant's General Counsel or Chief Legal Officer (recommended); or
- for a corporation, by a principal executive officer at least the level of vice president;
- for a partnership, by a general partner;
- for a sole proprietorship, by the proprietor;
- for a governmental entity, by the contact person (business administrator, manager, mayor, etc.);
- for other than above, by the person with legal responsibility for the application.

Because you have identified that you are not one of the individuals listed above, it is required that you download each of the three forms listed below and have someone who meets this definition for the applicant company fill out and sign each of the forms. Once the forms have been completed and signed, please attach them at the end of this application, along with any other necessary application attachments.

Your application for assistance will not be reviewed until the NJEDA has each of the signed forms from someone who is legally authorized to make these representations on behalf of the applicant company.

[Legal Questionnaire](#)

[Certification of Non-Involvement in Prohibited Activities in Russia or Belarus Pursuant to P.L. 2022, C. 3](#)

[Application Certifications](#)

Legal Questionnaire *

or drag files here.

Certification of Non-Involvement in Prohibited Activities in Russia or Belarus Pursuant to P.L. 2022, C. 3 *

or drag files here.

Application Certifications *

Legal Questionnaire*

In this section we will be collecting the Legal Questionnaire for the applicant registered business.

Note: This is in addition to the individual entrepreneur's Legal Questionnaire.

*This page will only be visible if the individual filling out the application is the authorized representative.

Legal Questionnaire

Applicant Name: Test Business Name

Persons (entities or individuals) applying for NJEDA programs are subject to the Authority's Disqualification/Debarment Regulations (the "Regulations"), which are set forth in N.J.A.C. 19:30-2.1, et seq. Applicants are required to answer the following background questions ("Legal Questionnaire") pertaining to causes that may lead to debarment, disqualification, or suspension from eligibility under the Regulations and Executive Orders 34 (Byrne 1976) and 189 (Kean 1988) after consideration of all relevant mitigating factors. Governmental entities are not required to submit this Legal Questionnaire and may leave it empty.

Note that this form has recently been modified.
Please review this form in its entirety prior to providing any responses or certifications.

DEFINITIONS

Notwithstanding any terms defined elsewhere or otherwise herein, the following definitions shall govern in responding to this Legal Questionnaire:

"Affiliates" means any entities or persons having an overt or covert relationship such that any one of them directly or indirectly controls or has the power to control another. For the purposes of application for, or ongoing compliance with, Authority-administered programs, this includes:

- any entities or persons having an ownership interest in Applicant company of 10% or greater;
- any entities in which Applicant holds an ownership interest of 10% or greater; and
- any entities that are named in the application and/or agreement, or that will receive a direct benefit from the financing, incentive, or other agreement with the Authority.

Note that any entities or persons fitting these definitions will need to be listed in Part C below.

"Legal Proceedings" means any civil, criminal, or administrative proceedings in a State or Federal court or administrative tribunal in the United States or any territories thereof.

RELEVANT TIMEFRAMES

Responses should be given based on the following "look-back" periods:

- For civil matters, those that were either pending or concluded within 5 years of the reporting date;
- For criminal matters, those that were either pending or concluded within 10 years of the reporting date;
- For environmental regulatory matters, those that were either pending or concluded within 10 years of the reporting date; and
- For all other regulatory matters, those that were either pending or concluded within 5 years of the reporting date.

Certification of Non-Involvement in Prohibited Activities in Russia or Belarus*

In this section we will be collecting the Certification of Non-Involvement in Prohibited Activities in Russia or Belarus.

Note: This is in addition to the individual entrepreneur's Certification of Non-Involvement in Prohibited Activities in Russia or Belarus.

*This page will only be visible if the individual filling out the application is the authorized representative.

Certification of Non-Involvement in Prohibited Activities in Russia or Belarus

Program Name: Local Property Acquisition Grant Program

Applicant Name: Test Business Name

Applicant Doing Business As: Test Business Name

Pursuant to N.J.S.A. 52:32-60.1, et seq. ([P.L. 2022, c.3](#)) any person or entity (hereinafter 'Applicant') that seeks to be approved for or continue to receive an economic development subsidy from the New Jersey Economic Development Authority must complete the certification below indicating whether or not the Applicant is engaged in prohibited activities in Russia or Belarus. If the New Jersey Economic Development Authority finds that an Applicant has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

Certification

I, the undersigned, have read and reviewed the Department of the Treasury's List: (<https://www.nj.gov/treasury/administration/pdf/RussiaBelarusEntityList.pdf>) of entities engaged in prohibited activities in Russia or Belarus, and having done so certify (must check one appropriate box and complete the Authorized Signature section below):

- A. That the Applicant is not identified on the Department of the Treasury's list of entities engaged in prohibited activities in Russia or Belarus and is not engaged in prohibited activities in Russia or Belarus. OR
- B. That I am unable to certify as to "A" above because the Applicant is identified on the Department of the Treasury's list of entities engaged in prohibited activities in Russia and/or Belarus. OR
- C. That I am unable to certify as to "A" above because the Applicant, though not identified on the Department of the Treasury's list of entities engaged in prohibited activities in Russia or Belarus, is engaged in prohibited activities in Russia or Belarus. A detailed, accurate and precise description of the Applicant's activity in Russia and/or Belarus is set forth below.

If applicable, provide Additional Certification of Federal License

I, the undersigned, certify that Applicant is currently engaged in activity in Russia and/or Belarus, but is doing so consistent with federal law and/or regulation and/or license. Provide a detailed description of how the Applicant's activity in Russia and/or Belarus is consistent with federal law, or is within the requirements of the federal license.

Authorized Signature

Certification of Application**

Certification of Application

PLEASE NOTE:

Eligibility of financial assistance by the New Jersey Economic Development Authority is determined by the information presented in this application and the required attachments and schedules. Any changes in the status of the proposed project from the facts presented herein could disqualify the project. Only Board Members of the governing board of the particular program for which you are applying, by resolution, may take action to determine project eligibility and to authorize the issuance of funds.

I, THE UNDERSIGNED, BEING DULY SWORN UPON MY OATH SAY:

I affirm, represent, and warrant that the information contained in this application and in all associated attachments submitted herewith is to the best of my knowledge true and complete and that the funding applied for herein is not for personal, family, or household purposes. *

I understand that if such information is willfully false, I am subject to criminal prosecution under N.J.S.A. 2C:28-2 and civil action by the NJEDA which may at its option terminate its financial assistance. *

I authorize the New Jersey Department of Law and Public Safety to verify any answer(s) contained herein through a search of its records, or records to which it has access, and to release the results of said research to the NJEDA. *

I authorize the NJEDA to provide information submitted to it by or on behalf of the applicant to any bank or State agency which might participate in the requested financing with the NJEDA. *

I certify my understanding that an electronic signature of this Application and any Approval Letter or Agreement shall be a binding on the parties. *

I certify that the applicant organization is not in default with any other program administered by the State of New Jersey. *

*This page will only be visible if the individual filling out the application is the authorized representative.

Fee Acknowledgement

In this section, you will be asked to acknowledge the \$1,000 non-refundable application fee payable by credit card.

Once you hit submit on an application, an email will be sent to the Primary Point of Contact email with a link and instructions to make the credit card payment.

The payment must be completed before the NJEDA will begin reviewing your application.

***Municipal/municipal entity applicants of municipalities located in municipalities with 2020 Municipal Revitalization Index (MRI) scores in the top 10% of all municipalities statewide will have the option to apply for a Hardship Waiver Option to waive the \$1,000 application fee. All fee waivers subject to review.**

Fee Acknowledgment

I acknowledge that there is a \$1,000 non-refundable application fee payable to NJEDA prior to this application being deemed complete.

Pay by Credit Card Instructions

Application ID#: LPAGR-001

Amount Due: \$1,000.00

Please read this information carefully.

After you fill out the pages remaining for this application and then hit "Submit" on the final page, an email will be sent to shirji@njeda.com. This email will provide instructions and a link to make the credit card fee payment. **The payment must be completed before the NJEDA will begin reviewing the application.**

The email will come from NJEDAFeePaymentRequest@njeda.com. Please check your spam/junk folders if you do not see the email in your inbox.

Note: If a unique **Application ID#** is not displaying, please hit the save button.

Fee Acknowledgment

Pursuant to N.J.A.C. 19:30-6.7, the Authority may grant a fee waiver when the imposition of a fee would impose an undue financial hardship. Pursuant to this authority, the board is requested to approve a fee waiver for municipal/municipal entity applicants of municipalities located in municipalities with 2020 Municipal Revitalization Index (MRI) scores in the top 10% of all municipalities statewide.

NJEDA will review the request and notify the applicant on approval or denial of the request.

Hardship Waiver Option

Please check this box if you qualify for and are requesting a fee waiver.

I acknowledge that there is a \$1,000 non-refundable application fee payable to NJEDA prior to this application being deemed complete.

Electronic Signature

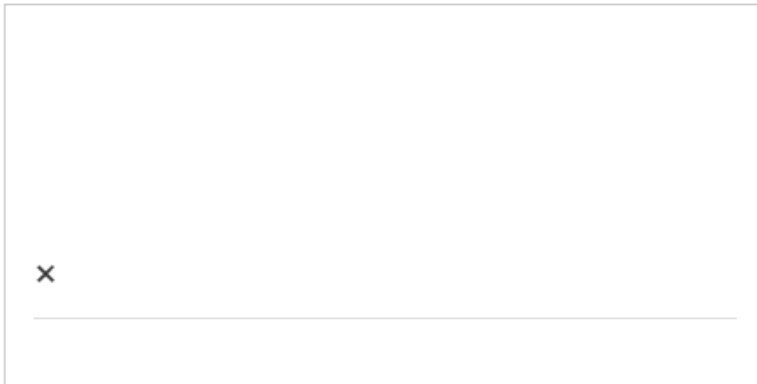
Electronic Signature

I agree to be bound by electronic signatures

Full Name *

Title *

Signature *



Date *

3/12/2023

draw type

Application Submission

Application Submission

Thank you for your interest in the Local Property Acquisition Grant Program.

If you are ready to submit this application to the NJEDA for review, please click the Submit button and then complete your application fee payment following the instructions that will be sent to your email after you hit Submit.

If you would like to make any changes to the application at this point, please click the Back button.

If there is any additional supporting documentation that you would like to provide, please use the upload button below.

or drag files here.

Full Name *

Title *

Date *

1/10/2024

CLICK SUBMIT





<https://www.njeda.gov/local-property-acquisition-grant-program/>



@NewJerseyEDA | njeda.gov |

609.858.6767

NJEDA