



ECONOMIC DEVELOPMENT AUTHORITY

Apprenticeship Training Centers Construction Grant Program

Sample Application



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: Apprenticeship Training Centers Construction Grant Program

The **Apprenticeship Training Centers Construction Grant Program** is established to provide grants for new construction and/or substantial rehabilitation of facilities in Overburdened Communities (OBCs) dedicated to training apprentices in the United States Department of Labor Registered Apprenticeship Programs. Applicants will be required to be in and conduct training for the building and construction trades in the facility funded by this grant.

In order to be eligible for grant funding through this Program, project locations must be located within an Overburdened Community (OBC) as defined by the New Jersey Department of Environmental Protection (NJDEP) (N.J.S.A. 13:1D-158). Specifically, OBCs are block groups with:

1. At least 35 percent low-income households; or
2. At least 40 percent of the residents identify as minority or as members of a State recognized tribal community; or
3. At least 40 percent of the households have limited English proficiency

NJDEP provides the public a list and visualizations of OBC locations throughout the State at <https://dep.nj.gov/ej/communities/>.

Please note: In order to provide grants and support projects by different entities and in various regions of the State, no applicant (and or applicant related entity) may receive more than one grant award.

In addition, the Authority will seek to make a minimum of one award per State region (contingent on the availability of funds) as described below:

1. North region: Bergen, Essex, Hudson, Morris, Passaic, Sussex, Union, and Warren counties
2. Central region: Hunterdon, Mercer, Middlesex, and Somerset counties
3. South region: Atlantic, Burlington Camden, Cape May, Cumberland Gloucester, Monmouth, Ocean, and Salem counties

Please note: Grant funding may be used for soft and hard construction costs, including predevelopment project costs. Grant funding cannot be used for property acquisition costs/equity and are not considered as part of total project development costs. Operating costs for the training itself post construction are not eligible project costs. Grant funding cannot exceed 70% (or 80% in Government Restricted Municipalities) of eligible total project development costs (soft and hard construction costs) within the approved application.

Additional funding requirements are:

- Eligible soft costs may not exceed 20% of the total project development costs.
- The developer fee cannot exceed 8% of total project development costs.
- Contingencies of total project development costs cannot exceed 10% of hard project costs and 5% of soft project costs.

Minimum grant award: \$500,000 per project.

Maximum grant award: \$6,500,000 per project.

Language Assistance

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

الكروني إلى languagehelp@njeda.gov تبييه: 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.gov 免費獲取語言協助服務。

注意: 如果您說普通話, 可以通过发送电子邮件至 languagehelp@njeda.gov 免費获取语言协助服务。

ध्यान आपो: जो तमे गुजराती बोवता डोय तो, तमारा माटे languagehelp@njeda.gov पर छ-मेठव करवाथी भाषा सहाय सेवाओ महतामो उपवम् छे.

ध्यान दें: यदि आप हिंदी बोलते हैं, तो languagehelp@njeda.gov 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.gov

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? *

If English is not your primary language, free language assistance services are available.

If the NJEDA needs to contact you regarding your application, would you be interested in having an EDA provided interpreter in your native language? *

If you are interested in using an interpreter provided by EDA, please indicate your primary language.

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

Español (Spanish)

اللغة (Arabic)

粵語 (Cantonese Chinese)

廣東話 (Mandarin Chinese)

ગુજરાતી (Gujarati)

हिन्दी, (Hindi)

Italiano (Italian)

한국어 (Korean)

Po Polsku (Polish)

Português (Portuguese)

Tagalog

Other

Application Eligibility

Eligible Applicants must be the Sponsor of at least one (1) Registered Apprenticeship Program as defined by the United States Department of Labor Office of Apprenticeship. Sponsors must possess the registration of an apprenticeship program meaning the acceptance and recording of such program by the Office of Apprenticeship, or registration and/or approval by a recognized State Apprenticeship Agency, as meeting the basic standards and requirements of the Department for approval of such program for Federal purposes.

Applicants must have been in continuous operation as a USDOL Registered Apprenticeship training program for a minimum of ten (10) years at the time of application.

Please note: This is a requirement of the Program. Based on your response, you do not appear to be eligible. Please visit [Apprenticeship Training Centers Construction Grant Program - NJEDA](#) for program details and eligibility criteria.

Projects that have started construction are not eligible. Construction, including demolition and remediation, cannot start until execution of a grant agreement.

Please note: This is a requirement of the Program. Based on your response, you do not appear to be eligible for this program. Construction, including demolition, remediation, and rehabilitation cannot start until the execution of a grant agreement. Please visit [Apprenticeship Training Centers Construction Grant Program - NJEDA](#) for program details and eligibility criteria.

Applicant Eligibility

Is the applicant the Sponsor of at least one (1) Registered Apprenticeship Program as defined by the United States Department of Labor Office of Apprenticeship? *

Yes No

Please note: A Sponsor may include any, person, association, committee, or organization that operates a Registered Apprenticeship program and assumes the full responsibility for administration and operation of the apprenticeship program.

Has the applicant been the Sponsor of at least one (1) Registered Apprenticeship Program that has been in continuous operation for a minimum of 10 years? *

Yes No

Eligible Project Selections:
Eligible Projects are new construction and/or substantial rehabilitation.

Substantial rehabilitation shall have the same meaning as "reconstruction" in N.J.A.C. 5:23-6.3 which means: any project where the extent and nature of the work is such that the work area cannot be occupied while the work is in progress and where a new certificate of occupancy is required before the work area can be reoccupied. Reconstruction may include repair, renovation, alteration or any combination thereof. Reconstruction shall not include projects comprised only of floor finish replacement, painting or wallpapering, or the replacement of equipment or furnishings. Asbestos hazard abatement and lead hazard abatement projects shall not be classified as reconstruction solely because occupancy of the work area is not permitted."

Identify the type of construction for your apprenticeship training center: *

New construction
 Substantial rehabilitation
 Substantial rehabilitation with new construction

Has construction for the proposed project already begun? *

Yes No

Please identify the occupations within the building and construction trades that the facility will conduct training for: *

<input type="checkbox"/> Electrician	<input type="checkbox"/> Sheet Metal Worker	<input type="checkbox"/> Carpenter	<input type="checkbox"/> Painter
<input type="checkbox"/> Electrician - Maintenance	<input type="checkbox"/> Boilermaker	<input type="checkbox"/> Carpenter - Mold	<input type="checkbox"/> Painter - Decorator
<input type="checkbox"/> Telecommunications Technician	<input type="checkbox"/> Plumber	<input type="checkbox"/> Pile Driver	<input type="checkbox"/> Painter - Industrial Coating and Lining Application Specialist
<input type="checkbox"/> Refrigeration and Air Conditioning Maintenance	<input type="checkbox"/> Pipe Fitter (Construction)	<input type="checkbox"/> Cabinetmaker	<input type="checkbox"/> Taper
<input type="checkbox"/> Heating and Air Conditioning Mechanic and Installer	<input type="checkbox"/> Millwright	<input type="checkbox"/> Floor Layer	<input type="checkbox"/> Glazier
<input type="checkbox"/> Stationary Engineer	<input type="checkbox"/> Cement Mason	<input type="checkbox"/> Floor Cover Layer	<input type="checkbox"/> Plasterer
<input type="checkbox"/> Structural Steel Worker	<input type="checkbox"/> Bricklayer - Construction	<input type="checkbox"/> Construction Craft Laborer	<input type="checkbox"/> Drywall Finisher
	<input type="checkbox"/> Roofer	<input type="checkbox"/> Pipe Coverer and Insulator	<input type="checkbox"/> Pavement Striper
	<input type="checkbox"/> Elevator Constructor	<input type="checkbox"/> Bricklayer	<input type="checkbox"/> Truck Driver - Heavy

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.

This email will be used for any communication with the applicant.

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, you will be asked to fill out the contact information for the Authorized Representative.

*This page will only be visible if the individual filling out the application is not 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*

Contact information is needed for the applicant's Chief Executive Officer/Owner/Equivalent. If the primary point of contact is not the Chief Executive Officer/Owner/Equivalent, this page will appear to enter this information.

*This page will only be visible if the individual filling out the application is not the CEO.

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, some applicants may choose to utilize consultants for support on grant applications.

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

IF YES, you will be asked to fill out the contact information for the consultant, including the question below, asking if the consultant is a registered governmental affairs agent.



Are you a Registered Governmental Affairs Agent? *

Yes No

Government Affairs Registration Number *

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 *

Media Contact*

If the primary point of contact is not authorized to speak to the media on behalf of the applicant, you will be asked to fill out the contact information for the authorized media contact.

Media Contact

NJEDA often works with an applicant company's public relations or media relations representatives on press releases and press inquiries regarding approved projects. If you would like, please provide the contact information for the applicant company's media contact that will support on this project.

Would you like to designate a media contact? *

Yes No

Salutation

First Name *

Middle Initial

Last Name *

*This page will only be visible if the individual filling out the application is not authorized to speak to the media on behalf of the applicant organization.

Applicant Organization

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

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

- [Legal Business Name](#)
- Entity Type
- Date Established
- Entity Formation Documents
 - Sole Proprietors should provide a [Certificate of Trade Name](#)
 - LLCs provide a [Certificate of Formation](#)
 - Corporations provide [Certificate of Incorporation and Bylaws](#)
 - Nonprofits provide [Certificate of Incorporation and Bylaws](#)
- Federal Tax Identification Number (FEIN)
- NJ Tax Identification Number
- [NAICS Code](#)
- Short Organizational Description
- Organization Phone Number
- Organization Website
- [NJ Tax Clearance Certificate](#)

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.

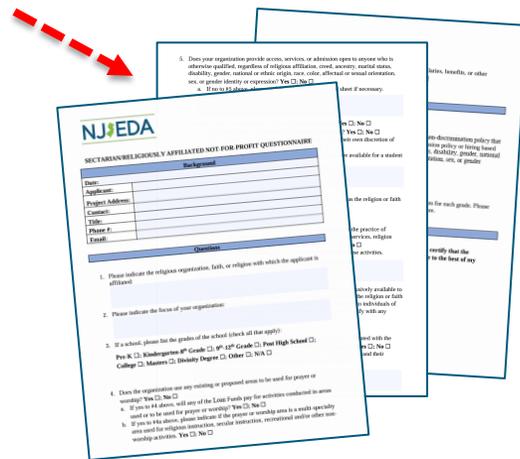
Applicant Organization

(Continued)

If the applicant organization (or any related entities) has previously received NJEDA funding, details of that funding is required to be included as part of the application.

Applicants must certify that they are not in default with any other program administered by the State of New Jersey.

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



Applicant Federal Employer Identification Number (FEIN) *

##-####

Applicant New Jersey Tax ID Number *

Numerical

Applicant Organization's Phone Number *

Please provide a high-level, 2-3 short paragraph description of the applicant company. This may include the type of business you are involved in, your company's mission statement, the markets or customer base the company serves, and any other information about your business that the NJEDA should understand to review your application. *

North American Industry Classification System (NAICS) Code *

Numerical

Please be sure to use the same code that is listed on your most recent business tax filings. For help, please see the North American Industry Classification System (NAICS) [U.S. Census Bureau website](#).

If the applicant organization has a Tax Clearance Certificate from the NJ Division of Taxation, please upload the information here.

Upload or drag files here.

Please note this is not required at the time of application, but will be required prior to approval.

Is the applicant involved in religious activities or is religiously affiliated? *

Yes No

Please note that this requires additional questions to determine eligibility of the requested financial assistance.

Religious Affiliation Form *

Upload or drag files here.

The NJEDA will need to collect additional information from you if your entity is involved in religious activities or is religiously affiliated. Please download the religious activity questionnaire form. [DOWNLOAD HERE](#).

Has the applicant, or any related parties, previously received NJEDA assistance? *

Yes No

Please describe the NJEDA assistance the applicant company previously received. Please be as specific as possible in detailing the programs through which you received NJEDA assistance, the facilities or projects associated with that assistance, the timeframes in which the assistance was provided, and the status of any awards or agreements. *

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

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Cannabis Questionnaire

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. Applicants will have to certify their status regarding cannabis licensing and handling.

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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Project Overview (1/2)

Applicants must provide a description of the overall Project, related costs, and the proposed future use, describing the property/building(s) current and future state (i.e., vacant or partially vacant, abandoned, code violations, recent uses, any local, state, or federal historic designation/eligibility, brownfield site, location within designated redevelopment area, etc.); current or planned development/redevelopment efforts in the area proximate to the Project location.

Use the [NJ Environmental Justice Mapping, Assessment and Protection Tool \(EJMAP\)](#) determine if your project is located in an overburdened community.

Project Overview

The Authority will award only one grant per applicant (one per EIN) and a minimum of one award per state region (contingent on the availability of funds).

Projects must be located in an Overburdened Community (OBC) as defined by the New Jersey Department of Environmental Protection. [\(What are Overburdened Communities \(OBC\)?\)](#)

Please indicate the state region for your project: *

- North region (Essex, Bergen, Hudson, Morris, Passaic Sussex, Union, and Warren counties)
- Central region (Hunterdon, Mercer, Middlesex, and Somerset counties)
- South region (Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Monmouth, Ocean, and Salem counties)

Note: Please use the Environmental Justice, Mapping, Assessment, and Protection Tool (EJMAP) to determine if your project is located in an overburdened community [Overburdened Communities | NJ Environmental Justice Mapping, Assessment and Protection Tool \(EJMAP\)](#).

Please upload a mapping tool report:

or drag files here.

Project Location *

Block and Lot

Project Narrative

In the section below, please provide a detailed narrative, including but not limited to:

- Description of overall Project, related costs, and the proposed future use
- How you are addressing the need for this Project in the community and benefits of the Project to the respective OBC as a whole
- Anticipated economic and local impacts to the community
- Development objectives
- Projected number of apprentices to be trained
- Projected job creation

Project Description and Overview *

Please be sure your narrative includes all of the details listed above. Please see Project Eligibility Considerations and Scoring Criteria in the Grant Program Specifications for more information.

Project Overview (2/2)

Please upload:

- any documentation describing the viability/feasibility of the proposed project including current zoning status, local supports, and identification of possible complexities or challenges with proceeding; and/or
- additional supporting files, such as any drawings, sketches, renderings, and photographs of the site.

Documentation and Additional Supporting Files *

or drag files here.

Please provide a narrative on how this project will benefit the respective overburdened community. *

(e.g., anticipated economic and local impact to the community, development objectives, and projected jobs creation).

What is your team's approach to recruit and serve residents of Overburdened Communities based on geographical considerations? *

After this project's completion, and the facility is in use as a training center, what is the expected cost per participant (i.e., the apprentice) and rationale for why this cost is being charged? *

Once the training center is in use, what wraparound supports are anticipated to be needed by the targeted participant population and how will your program address these needs? Please provide a detailed narrative describing the level of support that will be provided and an explanation of how that level of support was determined. *

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

Is the property currently vacant? *

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

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

Yes No

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

Yes No Unknown

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

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. Use the [NJ Community Asset Map](#) as appropriate to assist you in answering this and the accompanying questions.

Use the [NJ Community Asset Map](#) as appropriate to complete this section of the application.

Budget and Timeline (1/2)

Applicants must provide a detailed budget using the budget template included within the grant application materials. The budget should demonstrate how the grant will be used to cover eligible costs related to the proposed project.

Download the [Budget form template](#).

Budget and Timeline

Total Grant Amount Requested *

Please note: Grant funds may cover up to 70% percent of eligible project development costs (soft and hard construction costs) with the applicant covering the remaining 30%. For Projects located in Government Restricted Municipalities (as defined in Sections 55 and 69 of the Economic Recovery Act of 2020), grant funds may cover up to 80% percent of eligible project development costs (soft and hard construction costs) with the applicant covering the remaining 20%.

Please upload a Project Budget: *

or drag files here.

Note: Using [this](#) template, please upload the project budget as an Excel file.

Total Project Costs *	Eligible Project Costs *
<input type="text"/>	<input type="text"/>
Note: Must match the total project costs shown in uploaded project budget form.	Note: Must match total eligible costs shown in uploaded project budget form.

Budget and Timeline (2/2)

Applicants must also provide a Project development timeline/implementation schedule indicating readiness to proceed, status of funding, permit and other approvals, and ability to complete the project within the grant term.

Project Funding Sources

Grant funds may cover up to 70% percent of eligible project development costs (soft and hard construction costs) with the applicant covering the remaining 30%.

For Projects located in Government Restricted Municipalities (as defined in [Sections 55 and 69 of the Economic Recovery Act of 2020](#)), grant funds may cover up to 80% percent of eligible project development costs (soft and hard construction costs) with the applicant covering the remaining 20%. The Government Restricted Municipalities are Atlantic City, Camden, East Orange, New Brunswick, Paterson, and Trenton.

As such, applicants are required to provide proof of the funds available to cover this 20% or 30% of the project budget.

Please upload supporting documentation showing sources of funding: *

or drag files here.

Note: Supporting sources of financing refers to documentation showing fund availability for all project's funding sources. Such documentation may include letters of intent for all construction and bridge loans, bank statements for cash at hand, and approval documentation for grants received. In the case of other tax credit programs for which the entity may be planning to apply, such documentation may include proof of submission of application, and or information regarding expected application date and approximate date by which a decision is expected. Please refer to the above template.

Please upload the Construction Cost Estimate *

or drag files here.

Note: The construction cost estimate (CCE) must be prepared by a qualified professional with experience preparing CCEs for similar projects. The construction cost estimate for the project shall include, but is not limited to, all construction costs associated with the project, including but not limited to all project phases, cost breakdown by Construction Specification Institute Master Format Specification Standards 2018. The estimate shall include the total project cost and total eligible costs.

Please upload a project schedule and explain how the projects will be completed within 2 years. *

or drag files here.

Note: Project schedule shall be a bar chart that shows project milestones and all project phases, if applicable.

Anticipated Construction Start Date *

Final Inspection/Temporary Certificate of Occupancy *

Team Capacity

Applicants must detail their experience and capacity to undertake and complete the proposed project including any relevant team members (such as developer, design professionals, cultural resource consultants, or specialized contractor or subcontractor), and do they have a demonstrated history of successful completion of projects of similar size/scope/complexity.

Download the [Resume Form](#) template.

Team Capacity

Please provide a narrative describing the proposing team's experience and capacity to undertake and complete the project. *

Narrative should discuss similar projects undertaken and completed within the last 5 years. Supporting detail should highlight project name, project type, project address, project start & end dates, total development cost, funding sources (e.g. tax credit, local/state/federal subsidy sources, etc.).

Upload the completed copy of the Apprenticeship Training Centers Construction Grant Program Resume Form for each team member. *

or drag files here.

Please upload separate resume forms for each team member. [The Resume Form template can be found here.](#)

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

or drag files here.

Project Team Organization Chart shall be a diagram that visually conveys your project team's structure by detailing roles, responsibilities, and relationships between individuals within the team (owner, construction management team, architect, consultants, contractor, etc.)

Please share anything else you would like to be taken into consideration regarding your project team.

Readiness to Proceed

Applicants will be asked to describe how the project will be completed within the selected construction/rehabilitation period. Applicants must also describe the viability of the proposed project including current zoning status, local supports, identification of possible complexities or challenges with project development.

Download the [Permit and Approval Form template](#).

Readiness to Proceed

Please provide a short narrative description of the viability/feasibility of the proposed project including current zoning status, local supports and identification of possible complexities or challenges with proceeding. *

Please provide status of the following project activities by indicating if the activity has been completed, is in process, has not started, or is not necessary or not applicable for the project.

Design/Drawings for Project *

Completed

In Progress

Has Not Started

N/A

Upload Project Permits and Approvals Form

or drag files here.

Note: Please [download the template form here](#). Please provide information on permit and approvals to the best of your current ability. Permits and approvals do not need to be finalized by the time of application submission. If your application is selected for further consideration, you will have the opportunity to provide missing and/or pending details regarding permits and approvals.

Plan Review *

Contractor Bidding Documents *

Hire or Procure Contractor *

Other Project Activity:	Status
<div style="border: 1px solid #ccc; height: 25px; width: 100%;"></div>	<div style="border: 1px solid #ccc; height: 25px; width: 100%;"></div>
Other Project Activity:	Status
<div style="border: 1px solid #ccc; height: 25px; width: 100%;"></div>	<div style="border: 1px solid #ccc; height: 25px; width: 100%;"></div>

Site Control

In this section, we would like you to provide information on whether you own or lease the property, as well as provide supporting documentation evidencing site control.

Site Control

Does the applicant own or lease the property? *

- Own
- Lease
- Neither

Site Control

Does the applicant own or lease the property? *

Does the applicant have agreement with current owner(s) for obtaining control of entire site? *

Please upload documentation evidencing site control (deed, lease, letter of intent, etc.), *

or drag files here.

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 note:** Evidence of site control or a pathway to site control within 180 days of Board approval is required at time of application. If you do not have a viable path to site control, you will not be eligible. Please visit [Apprenticeship Training Centers Construction Grant Program - NJEDA](#) for program details and eligibility criteria.

Prevailing Wage and Affirmative Action Requirements

Applicants must acknowledge that any construction on this project is subject to prevailing wage and affirmative action requirements.

Applicants must also acknowledge that any contractor working on this project must be registered with the NJ Department of Labor (DOL) and possess a valid public works certificate at the time of approval.

Prevailing Wage and Affirmative Action Requirements

Please be aware that construction activities under the **Apprenticeship Training Centers Construction Grant Program** are subject to New Jersey Contractor Registration, prevailing wage, affirmative action, and building services contracts requirements.

Projects utilizing financial assistance for construction related costs that total \$2,000 or more 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.

Projects must also comply with the requirements under the Building Services Contract Act. "Building services" means any cleaning or routine building maintenance work, including, but not limited to, sweeping, vacuuming, floor cleaning, cleaning of rest rooms, collecting refuse or trash, window cleaning, securing, patrolling, or other work in connection with the care or securing of an existing building, including services typically provided by a door-attendant or concierge. Building services shall not include any skilled maintenance work, professional services, or other public work for which a contractor is required to pay the "prevailing wage" as defined in section 2 of P.L. 1963, c. 150 ([N.J.S.A. 34:11-56.26](#)).

For projects receiving financial assistance, any contractor or subcontractor hired for construction work and having a total company workforce of four (4) or more employees must provide documentation demonstrating their good faith efforts to employ minority and women workers in each construction trade. This effort should be consistent with the applicable county employment goals established in accordance with [N.J.A.C. 17:27-7.2](#) and align with the affirmative action requirements outlined in [N.J.A.C. 19:30-3.5](#).

If you have any questions about these requirements, please contact the **Apprenticeship Training Centers Construction Grant Program** team at workforceinnovation@njeda.gov before submitting this application.

- 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.
- I acknowledge that any contractor working on this project must be registered with the New Jersey Department of Labor (DOL) and possess a valid public works certificate at the time of approval.

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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.

If you are an Authorized Representative, you will be prompted to fill out these pages throughout the application.

Applicant Representation

Is the individual filling out this application employed by the organization 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 (recommended); or
- Principal Executive Officer at or above the minimum level of Vice President
- General Partner
- Sole Proprietor
- Person with Legal Responsibility for the Application
- Contact for a Government Entity
- None of the Above

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Upload Certifications*

If the individual filling out the application is not an authorized representative, this page will appear so that the certifications listed below can be downloaded, completed by an authorized representative, and then uploaded as part of the application.

[Legal Questionnaire](#)

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

[Application Confirmation](#)

*This page will only be visible if the individual filling out the application is not the authorized representative.

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 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 Confirmations *

or drag files here.

Legal Questionnaire*

In this section, applicants are required to answer background questions pertaining to any causes that may lead to debarment, disqualification, or suspension from eligibility.

Additionally, applicants are required to identify any "affiliate" entities. There are two main types of Affiliates:

First, applicants must identify any individuals or entities that hold a 30% or more ownership in the applicant entity.

Second, applicants must identify any individual or entity where the applicant holds a 30% or more interest in the applicant entity and are either named in the application and/or agreement, or will receive a direct benefit from the financing, incentive, or other agreement with NJEDA.

We recommend applicants read this section carefully.

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

Legal Questionnaire

Please note "Applicant" includes individuals and all types of entities applying for and receiving NJEDA financial assistance, incentives or contracts, including but not limited to: for profit businesses, non-profit organizations, municipalities, counties, colleges, universities and other institutions of higher learning.

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.

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. This includes (however is not limited to):

- entities or persons having an ownership interest in the applicant of 30% or greater;
- entities in which an applicant holds an ownership interest of 30% or greater and are either named in the application and/or agreement or will receive a direct benefit from the financing, incentive or other agreement with NJEDA; and
- other 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 NJEDA.

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

RELEVANT AFFILIATES

In accordance with the above, please identify any individuals or entities that hold a 30% or more ownership in the applicant:

Are there any individuals or entities that hold a 30% or more ownership interest in the applicant? *

Applicant-Owned Affiliates

In accordance with the above, please identify any entities in which the applicant holds a 30% or more interest, and are either named in the application and/or agreement, or will receive a direct benefit from the financing, incentive, or other agreement with NJEDA.

+ Add Applicant-Owned Affiliate

Other Affiliates

In accordance with the above, please identify any other entities not already identified that are either named in the application and/or agreement, or that will receive a direct benefit from the financing, incentive, or other agreement with NJEDA:

+ Add Other Affiliate

Legal Questionnaire (Continued)

There are several specific questions regarding the **past proceedings** of an applicant.

It is essential that applicants read this section carefully, while keeping in mind the corresponding "look-back" periods for civil, criminal, environmental, and other legal matters.

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.

Note that in cases where Applicant has previously submitted and certified a legal questionnaire to the Authority, the Applicant may refer to its prior legal questionnaire and report only those matters that are new or have changed in status since the date of last reporting.

Part A. Past Proceedings

Has Applicant, or any identified Affiliates of Applicant, been found or conceded or admitted to being guilty, liable or responsible in any Legal Proceeding, or conceded or admitted to facts in any Legal Proceedings that demonstrate responsibility for any of the following violations or conduct? (Any civil or criminal decisions or verdicts that have been vacated or expunged need not be reported.)

1. Commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract, or subcontract there under, or in the performance of such contract or subcontract. *
2. Violation of the Federal Organized Crime Control Act of 1970, or commission of embezzlement, theft, fraud, forgery, bribery, falsification or destruction of records, perjury, false swearing, receiving stolen property, obstruction of justice, or any other offense indicating a lack of business integrity or honesty. *
3. Violation of the Federal or State antitrust statutes, or of the Federal Anti-Kickback Act (18 U.S.C.874). *
4. Violation of any law governing the conduct of elections of the Federal Government, State of New Jersey or of its political subdivision. *
5. Violation of the "Law Against Discrimination" (P.L. 1945, c169, N.J.S.A. 10:5-1 et seq., as supplemented by P.L. 1975, c127), or of the act banning discrimination in public works employment (N.J.S.A. 10:2-1 et seq.) or of the act prohibiting discrimination by industries engaged in defense work in the employment of persons therein (P.L. 1942, c114, N.J.S.A. 10:1-10, et seq.). *
6. To the best of your knowledge, after reasonable inquiry, violation of any laws governing hours of labor, minimum wage standards, prevailing wage standards, discrimination in wages, or child labor. *
7. To the best of your knowledge, after reasonable inquiry, violation of any law governing the conduct of occupations or professions of regulated industries. *
8. Debarment by any department, agency, or instrumentality of the State or Federal government. *
9. Violation of the Conflict of Interest Law, N.J.S.A. 52:13D-12 et seq., including any of the following prohibitions on vendor activities representing a conflict of interest, or failure to report a solicitation as set forth below:
 - (i) No person shall pay, offer or agree to pay, either directly or indirectly, any fee, commission, compensation, gift, gratuity, or other thing of value of any kind to any Authority officer or employee or special Authority officer or employee, as defined by N.J.S.A. 52:13D-13(b) and (e), with which such person transacts or offers or proposes to transact business, or to any member of the immediate family as defined by N.J.S.A. 52:13D-13(i), of any such officer or employee, or partnership, firm, or corporation with which they are employed or associated, or in which such officer or employee has an interest within the meaning of N.J.S.A. 52:13D-13(g).

(ii) The solicitation of any fee, commission, compensation, gift, gratuity or other thing of value by any Authority officer or employee or special Authority officer or employee from any person shall be reported in writing by the person to the Attorney General and the NJEDA Ethics Liaison Officer.

(iii) No person may, directly or indirectly, undertake any private business, commercial or entrepreneurial relationship with, whether or not pursuant to employment, contract or other agreement, express or implied, or sell any interest in such person to, any Authority officer or employee or special Authority officer or employee having any duties or responsibilities in connection with the purchase, acquisition or sale of any property or services by or to the Authority, or with any person, firm or entity with which he or she is employed or associated or in which he or she has an interest within the meaning of N.J.S.A. 52:13D-13(g). Any relationships subject to this subsection shall be reported in writing to the NJEDA Ethics Liaison Officer and the State Ethics Commission, which may grant a waiver of this restriction upon application of the Authority officer or employee or special Authority officer or employee upon a finding that the present or proposed relationship does not present the potential, actually or appearance of a conflict of interest.

(iv) No person shall influence, or attempt to influence or cause to be influenced, any Authority officer or employee or special Authority officer or employee in his or her capacity in any manner which might tend to impair the objectivity or independence of judgment of the officer or employee.

(v) No person shall cause or influence, or attempt to cause or influence, any Authority officer or employee or special Authority officer or employee to use, his or her official position to secure unwarranted privileges or advantages for the person or any other person.

10. Violation of any State or Federal law that may bear upon a lack of responsibility or moral integrity, or that may provide other compelling reasons for disqualification. Your responses to the foregoing question should include, but not be limited to, the violation of the following laws, without regard to whether there was any monetary award, damages, verdict, assessment or penalty, except that any violation of any environmental law in category (v) below need not be reported where the monetary award, damages, etc. amounted to less than \$1 million.

- (i) Laws banning or prohibiting discrimination or harassment in the workplace.
- (ii) Laws prohibiting or banning any form of forced, slave, or compulsory labor.
- (iii) The New Jersey Conscientious Employee Protection Act, N. J. Stat. Ann. § 34:19-1 et seq., or other "Whistleblower Laws" that protect employees from retaliation for disclosing, or threatening to disclose, to a supervisor or to a public body an activity, policy or practice of the employer, that the employee reasonably believes is in violation of a law, or a rule or regulation issued under the law.
- (iv) Securities or tax laws resulting in a finding of fraud or fraudulent conduct.
- (v) Environmental laws, where the monetary award, penalties, damages, etc. amounted to more than \$1 million.
- (vi) Laws banning anti-competitive dumping of goods.
- (vii) Anti-terrorist laws.
- (ix) Criminal laws involving commission of any felony or indictable offense under State or Federal law.
- (x) Laws banning human rights abuses.
- (xi) Laws banning the trade of goods or services to enemies of the United States.

Part B. Pending Proceedings

11. To the best of your knowledge, after reasonable inquiry, are Applicant, or any identified Affiliates, a party to pending Legal Proceedings wherein any of the offenses or violations described in questions 1-10 above are alleged or asserted against such entity or person? With respect to laws banning or prohibiting discrimination or harassment in the workplace, please provide only information pertaining to any class action lawsuits or individual lawsuits alleging violations under the New Jersey Law Against Discrimination. *

If the answer to any of the foregoing questions is affirmative, you must provide the following information as an attachment to the application: (i) the case name and court/administrative agency (including jurisdiction and venue) in which such matters were tried or are pending; (ii) the charges or claims adjudicated or alleged; and (iii) status of the matter (e.g. Pending Dismissed following Settlement, Dismissed following Motion, etc.).

Please Note: An Applicant may refer to or attach specific provisions of a 10-K/Q or other filings with the U.S. Securities and Exchange Commission (SEC); however, the Applicant should be aware that different laws apply to disclosures to the Authority. This means that the Authority does not have the same types of materiality thresholds as the SEC. The Applicant is expected to supplement its SEC filings to ensure that all relevant matters are disclosed to the Authority, including any matters that were below the SEC's materiality threshold and any matters that may have occurred after its most recent filing.

Please Note: Eligibility is determined based on the information presented in the completed Application. If, at any time while engaged with the Authority the Applicant should become aware of any facts that materially alter or change its answers or that render any of them incomplete or inaccurate, the Applicant has a duty to promptly report such facts to the Authority in writing. The Authority reserves the right to require additional clarifying or explanatory information from the Applicant regarding the answers given, to ask additional questions not contained in this Legal Questionnaire, and to perform its own due diligence investigations and searches.

Certification of Legal Questionnaire and Authorization to Release Information

This certification shall be signed as follows:

- 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.

I hereby represent and certify that I have reviewed the information contained in this Legal Questionnaire, and that the foregoing information is true and complete under penalty of perjury. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment. I further agree to inform the New Jersey Economic Development Authority of any changes in the foregoing information which may occur prior to execution of any agreement with the Authority, and so long as any such agreement is in effect. Failure to disclose relevant matters may render the Applicant ineligible for the financial benefits sought and may subject the Applicant to disqualification, debarment, suspension or referral to the office of the state's Attorney General.

The undersigned, on behalf of the Applicant, understands and acknowledges that information and documents provided to the New Jersey Economic Development Authority: (1) are subject to public disclosure during deliberations of the Authority at public meetings regarding the application and as set forth in the minutes of the Authority's public meetings; and (2) are subject to public disclosure under certain laws, including, but not limited to, the Open Public Records Act, N.J.S.A. 47A:1-1 et seq., and the common law right-to-know.

Electronic Signatures

Pursuant to written policy, the New Jersey Economic Development Authority allows documents to be signed electronically and hereby agrees to be bound by such electronic signatures. Please confirm that you, as a signatory to this document, also agree to be bound by electronic signatures.

Legal Questionnaire Electronic Signature *

Title *

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

As is required in N.J.S.A. 52:32-60.1, et seq. ([P.L. 2022, c.3](#)), this section we will be collecting the Certification of Non-Involvement in Prohibited Activities in Russia or Belarus and ensuring that the applicant is not listed on the [Office of Foreign Assets Control \(OFAC\) Specially Designated Nationals and Blocked Persons List](#).

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

Certification of Non-Involvement in Activities in Russia or Belarus

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 identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons List, available here: <https://sanctionssearch.ofac.treas.gov/>. 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 Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, 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 OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus and is not engaged in activities related to Russia or Belarus. OR
- B. That I am unable to certify as to "A" above because the Applicant is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus. OR
- C. That I am unable to certify as to "A" or "B" above because the Applicant, though identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus, is engaged in activities in Russia or Belarus consistent with federal law, regulation, license or exemption. A detailed, accurate and precise description of how the Applicant's activity related to Russia and/or Belarus is consistent with federal law is set forth below, including a copy of the license or listing the exemption.

Authorized Signature

I understand that if the above statements are willfully false, I shall be subject to penalty.

Application Certifications*

On this page, applicants will affirm the accuracy and truthfulness of the application information provided.

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

Application Certifications

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. *

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Program Acknowledgements

Applicants must acknowledge Program specific requirements.

Program Acknowledgements

- I acknowledge that the Applicant is a Sponsor of at least one (1) Registered Apprenticeship Program as defined by the United States Department of Labor Office of Apprenticeship. Sponsors must possess the registration of an apprenticeship program meaning the acceptance and recording of such program by the Office of Apprenticeship, or registration and/or approval by a recognized State Apprenticeship Agency, as meeting the basic standards and requirements of the Department for approval of such program for Federal purposes.
 - I acknowledge that the Project, the facility to be funded by this grant, is in service of conducting training for the building and construction trades.
 - I acknowledge that the Applicant has been in continuous operation as a USDOL Registered Apprenticeship training program for a minimum of ten (10) years at the time of application.
 - I acknowledge that the new construction and/or substantial rehabilitation Project must be completed within two (2) years from grant execution, which may be extended up to two (2) times by one (1) year each upon Authority approval.
 - I acknowledge that the Applicant must demonstrate site control through ownership, purchase option, or leasing for a minimum of five (5) years post project completion.
 - I acknowledge that grant funding received from the Program may cover up to 70% percent of eligible project development costs (soft and hard construction costs) with the applicant covering the remaining 30%. For Projects located in Government Restricted Municipalities (as defined in Sections 55 and 69 of the Economic Recovery Act of 2020), grant funds may cover up to 80% percent of eligible project development costs (soft and hard construction costs) with the applicant covering the remaining 20%.
 - I acknowledge that if awarded for the Apprenticeship Training Centers Construction Grant, I accept responsibility for assuring the compliance of the project with all terms and conditions of the application, grant agreement, and the Program funding requirements.
-
- I acknowledge that if awarded for the Apprenticeship Training Centers Construction Grant, I agree to maintain the Certificate of Registration for at least five (5) years following completion of the project. I further acknowledge that if I fail to maintain the Certificate of Registration, I may be required to return a proportionate share of the grant award.
 - I acknowledge that if awarded for the Apprenticeship Training Centers Construction Grant, I agree to maintain a current tax clearance certificate throughout the application process and 5 years following completion of the project to demonstrate that I am in good standing with the New Jersey Division of Taxation, unless it is not required to register with the Division of Taxation.
 - I acknowledge that if awarded for the Apprenticeship Training Centers Construction Grant, I agree to a deed restriction on the Project site ensuring no change in the proposed project use for five (5) years after Project completion. Applicants that lease the Project site must have a lease term that extends at least five (5) years beyond Project completion.

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Electronic Signature

Applicants must agree to the terms and digitally sign their application.

Electronic Signature

Pursuant to written policy, the New Jersey Economic Development Authority allows documents to be signed electronically and hereby agrees to be bound by such electronic signatures. Please confirm that you, as a signatory to this document, also agree to be bound by electronic signatures.

I agree to be bound by electronic signatures

Full Name *

Title *

Signature * **Date ***

Application Submission

Applicants are provided with a field to upload any remaining relevant materials and asked for a final confirmation of their application submission.

Application Submission

Thank you for your interest in the **Apprenticeship Training Centers Construction Grant Program**.

If you have completed this application and are ready to submit to the NJEDA for review, please click the *Submit* button below.

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 *

Application Submission

After successful submission, you will see the confirmation page, which will list the Applicant's application confirmation number.

You will also receive a confirmation and copy of your application to the email address provided for the Primary Point of Contact. All future application communication will be sent to that email address.

You can download a PDF copy of your application from this page. This is the same file that will be sent by email.



The screenshot shows the NJEDA logo (Economic Development Authority) and the title "Apprenticeship Training Centers Construction Grant Program". The main text reads: "Thank you for completing the Apprenticeship Training Centers Construction Grant Program Application. Your Application ID is ATCCGR-000. Any communications on the status of your application will be sent to: . You will also receive an email confirmation with a copy of your application. The email will come from no-reply@njeda.com, please check your spam/junk folder if you do not see the email in your inbox. For questions regarding your application, please reach out to WorkforceInnovation@njeda.gov. To learn about other NJEDA programs, visit njeda.gov." The sign-off is "Thank You, NJEDA". At the bottom, there is a PDF icon and a link: "Apprenticeship Training Centers Construction Grant Program - [Entry Number]".



[www.njeda.gov/Apprenticeship-
Training-Center-Construction-
Grant-Program/](http://www.njeda.gov/Apprenticeship-Training-Center-Construction-Grant-Program/)
Workforceinnovation@njeda.gov



@NewJerseyEDA

njeda.gov

844.965.1125