



ECONOMIC DEVELOPMENT AUTHORITY

New Jersey Green Workforce Training Grant Challenge - Phase 2

Sample Application

February 20th





Sample Application

New Jersey Green Workforce Training Grant Challenge - Phase 2

NJEDA Application Center Sign-In Page

Visit the NJEDA Application Center through the webpage of the specific NJEDA program you are interested in or by going to the general log-in page at <https://programs.njeda.com/en-US/NJEDAPrograms/>.

If this is the first time you are using this portal to apply for an NJEDA product, please click the *Register* tab, listed towards the top of the screen.

If you do not have your login information, click on the *Forgot Password/Username* button and follow the instructions. This will send you an email with reset information. Your Username will be included in the email you receive, so please be sure to use your correct username when you sign in.

NJEDA Application Center

Sign in Register Redeem invitation

THIS IS NOT AN APPLICATION FOR NJEDA ASSISTANCE. THIS PAGE ALLOWS YOU TO CREATE A USER ACCOUNT THAT YOU WILL USE TO LOG IN TO NJEDA'S PRE-REGISTRATION AND/OR APPLICATION PORTAL.

If you are the first-time user, please click "Register" button on the top. Having trouble logging in?
Please review this [video tutorial](#) for further assistance.

* User name

* Password

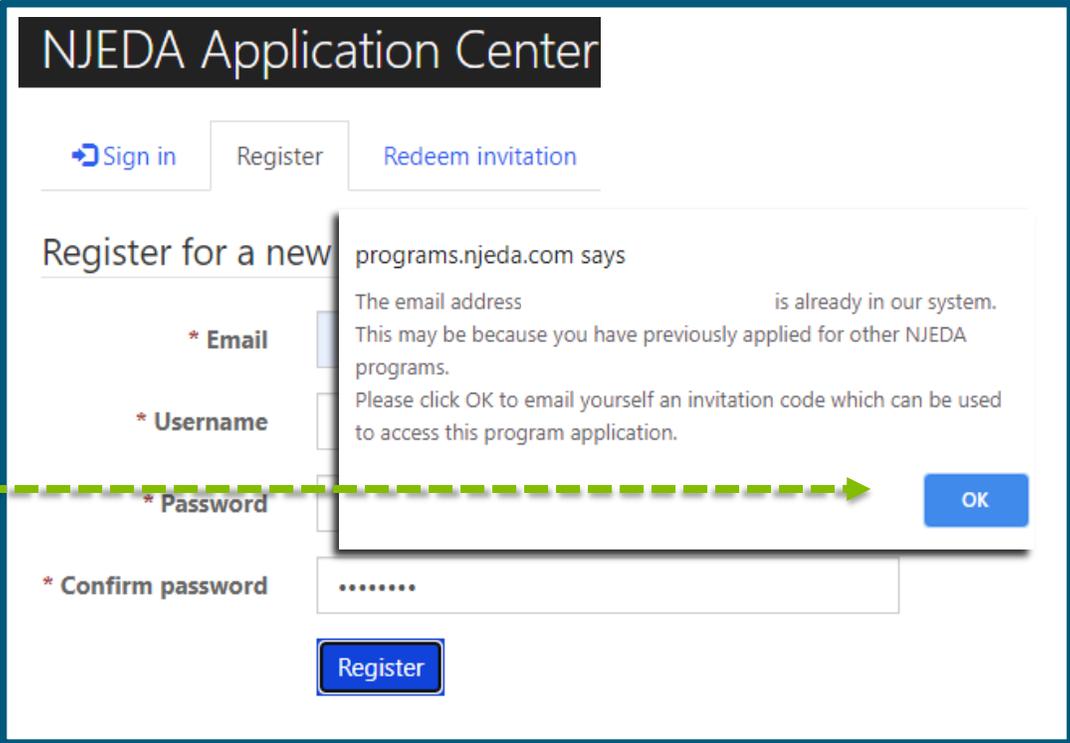
Remember me?

Sign in Forgot Password/User name

If Your Email is Recognized By the Application Portal

If you attempt to register with the Application Center, but your email address is already in the system, you will receive a pop-up notice stating that you will need to send yourself an invitation code to access your account.

Begin this process by clicking on the blue "OK" button within the pop-up box and follow the prompts.



The screenshot displays the NJEDA Application Center registration interface. At the top, there are three tabs: "Sign in" (with a blue arrow icon), "Register", and "Redeem invitation". Below the tabs, the "Register for a new" section is visible, featuring input fields for "Email", "Username", "Password", and "Confirm password", each with an asterisk indicating it is required. A blue "Register" button is positioned below the "Confirm password" field. A pop-up message box is overlaid on the registration form, containing the text: "programs.njeda.com says The email address [redacted] is already in our system. This may be because you have previously applied for other NJEDA programs. Please click OK to email yourself an invitation code which can be used to access this program application." A blue "OK" button is located at the bottom right of the pop-up. A dashed green arrow points from the text in the left column to the "OK" button in the pop-up.



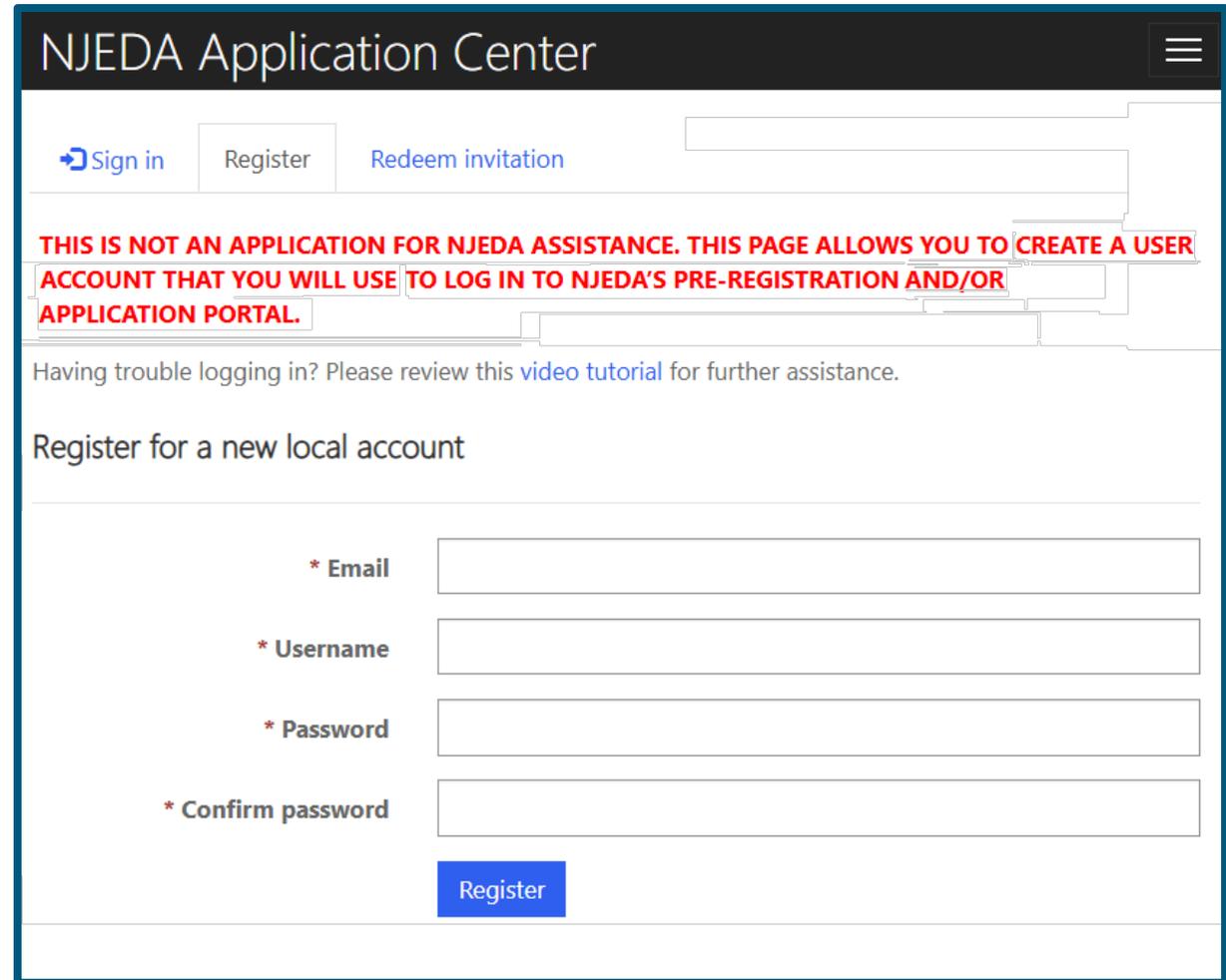
Remember to check your spam/junk folders if you can't locate an email from NJEDA. Emails are sent from crmnoreply@njeda.gov (NJEDA NoReply).

New Users: How to Register Your Email Address

Enter your email, username (which can be the same as your email) and your desired password.

Passwords must contain characters from at least three of the following four classes: uppercase, lowercase, number, and non-alphanumeric (special) characters.

Once information is filled in click *Register* to continue.



The screenshot shows the NJEDA Application Center registration page. At the top, there is a navigation bar with "Sign in", "Register", and "Redeem invitation" buttons. Below the navigation bar, a red warning message states: "THIS IS NOT AN APPLICATION FOR NJEDA ASSISTANCE. THIS PAGE ALLOWS YOU TO CREATE A USER ACCOUNT THAT YOU WILL USE TO LOG IN TO NJEDA'S PRE-REGISTRATION AND/OR APPLICATION PORTAL." Below the warning, there is a link to a video tutorial for further assistance. The main section is titled "Register for a new local account" and contains four input fields: "* Email", "* Username", "* Password", and "* Confirm password". A blue "Register" button is located at the bottom right of the form.



PLEASE BE SURE TO WRITE-DOWN/SAVE YOUR USERNAME AND PASSWORD

New Users: How to Register Your Email Address

After registering your email, you will be prompted to fill out your profile information.

Enter the information requested and confirm your email address is correct. This email address will be the primary way the NJEDA contacts your business.

Once complete, click "Update."

The screenshot shows a web interface for a user profile. At the top left, there is a breadcrumb trail: "Home > Profile". The main heading is "Profile". On the left side, there is a vertical menu with four items: "Profile", "Security" (with a lock icon), "Change password", "Change email" (with an information icon), and "Manage external authentication". The "Profile" section is active. To the right of the menu, there is a placeholder for a profile picture. Below the picture, there is a text prompt: "Please provide some information about yourself. If you need language assistance, please send NJEDA your name, spoken language and telephone number to languagehelp@njeda.com". A pink warning banner with a close button (X) reads: "You must complete your profile before using the features of this website." Below the banner is the "Your information" section, which contains several input fields: "First Name *" (required), "Last Name *" (required), "E-mail" (with the example "sample@sample.com"), "Phone *" (required), "Organization Name", "Title", and "Web Site". At the bottom of the form is a blue "Update" button.

New Users: Confirm Your Email Address

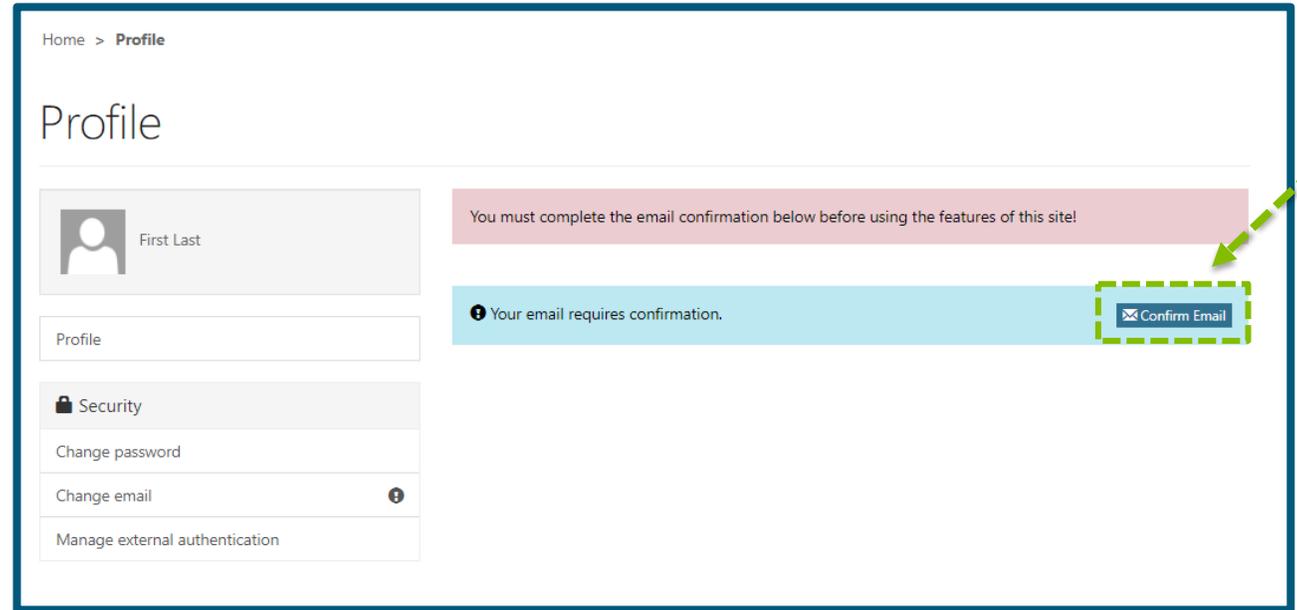
Once your profile information is complete, you need to confirm your email address.

Within the blue box, click on "Confirm Email".

An email will be sent to the email address listed.

Go to your email and follow the instructions within the email.

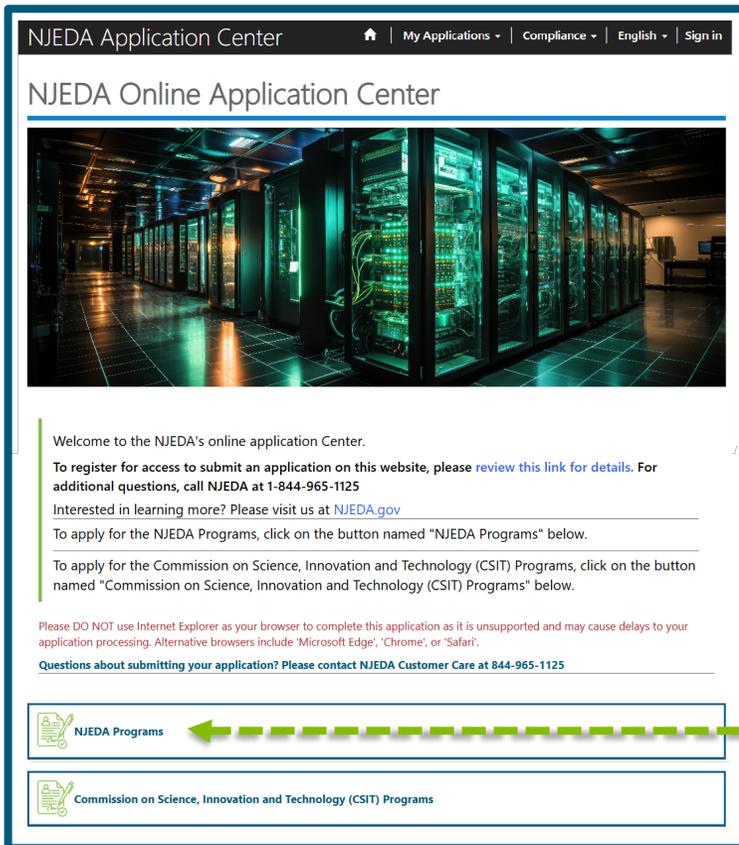
In order to fully access the application portal, you **MUST** confirm your email address by clicking on the link that is sent to your email.



If you have any issues creating a username or password, redeeming an invitation code, or otherwise logging into the portal, please email us at CustomerCare@njeda.gov or call our Customer Care line at (844) 965-1125.

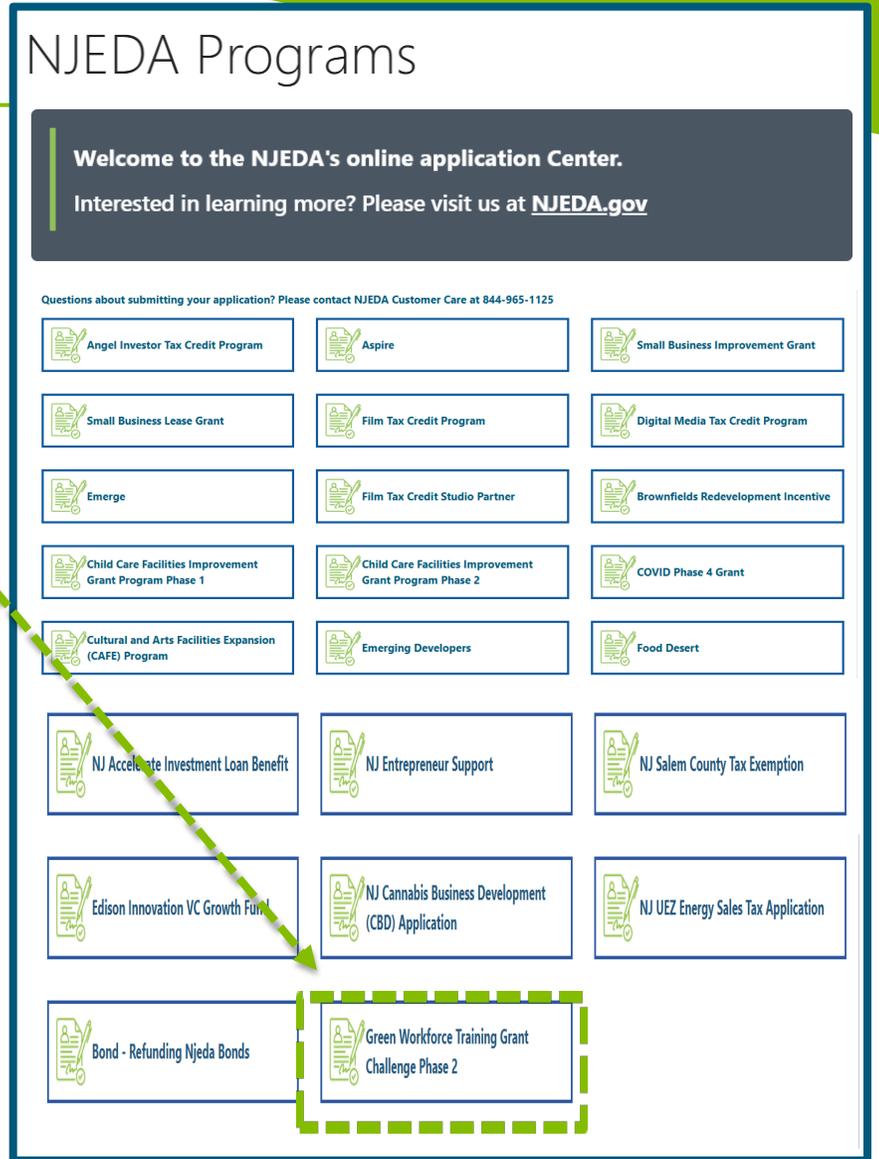
Select Your Program

After you are fully logged in, the Application Center homepage will have two options at the bottom of the page. Select the *NJEDA Programs* button to see the full list of active NJEDA programs.



On the next page, find and select the program you wish to apply for.

Programs are not listed in alphabetical order, so please read through the entire list if you are having difficulty locating your desired program.



Start Your Application

Welcome

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

Once ready, click “Create Green Workforce Training Grant Application” to begin.

FYI:

Your application will automatically be saved every time you click the “Next” button.



WELCOME New Jersey Green Workforce Training Grant Challenge Phase 2 Application

Description of Program

New Jersey Economic Development Authority (NJEDA) seeks to strengthen the state's workforce to ensure all New Jerseyans can benefit from the economic and workforce opportunities presented by the State's burgeoning green economy. The New Jersey Green Workforce Training Grant Challenge Phase 2 (“Grant Challenge”) is a competitive funding opportunity that will award grants to selected applicants that will aid in implementing innovative workforce training and skills programs focused on strengthening and diversifying New Jersey's green economy talent pipeline. The Grant Challenge is for entities that can provide skill development, workforce training, job placement, and other related services to implement workforce development initiatives in green economy sectors. The grant program will prioritize support of training programs that connect participants with industry recognized credentials and near-term job opportunities. Applicants will also be expected to prioritize New Jersey's Overburdened Communities (as defined by NJ's Environmental Justice Law, N.J.S.A. 13:1D-157) and provide wraparound or other supportive services to foster diversity, equity, inclusion, and retention in the green economy workforce. Grants will be awarded to proposals that achieve the highest overall scores based on the scoring criteria detailed within these instructions.

Information about the Grant Challenge is available at [New Jersey Green Workforce Training Grant Challenge Phase 2 - NJEDA](#)

Eligibility Requirements

The Grant Challenge will be open to entities who can design and execute workforce and skills training programs. Eligible applicants can include:

- Community-based organizations
- Workforce training organizations
- Labor unions
- Technical high schools
- County colleges
- Non-profit organizations
- Regional workforce development boards
- Private companies
- Other related entities

NJEDA will enter into a grant agreement solely with the applicant, and the applicant will be held responsible for complying with the terms of the grant. Applicants who are not a 501(c)(3) Community-Based Organization (CBO) must include, at minimum, one CBO partner in their application. (see [Application CBO Eligibility Flow Chart](#)) For the purposes of this Grant Challenge, a CBO is defined as a 501(c)(3) non-profit organization with demonstrated experience serving a NJ Overburdened Community (OBC) as defined by NJ's Environmental Justice Law. The following documentation must be submitted for 1) the CBO that is the applicant, or 2) the CBO Partner of the non-CBO applicant:

1. Current IRS Form 990 to provide status as a 501(c)(3) non-profit organization.
2. Letter detailing their experience serving a NJ OBC as defined by NJ's Environmental Justice Law.
3. Answer the following questions in the Application which includes the following: (1) the NJ OBC community(ies) that the CBO serves; (2) the specific services that the CBO provides the community(ies) that they serve; and (3) providing the CBO's website address.

The applicant is responsible for transferring the allocated budget to the CBO for their assigned tasks for the proposed program.

- For the purposes of this Grant Challenge, a CBO is defined as a 501(c)(3) non-profit organization with demonstrated experience serving a NJ Overburdened Community as defined by NJ's Environmental Justice Law that provides direct services or supports to a specific geographic NJ community(ies) or specific segments of a New Jersey community(ies). For the purposes of this Grant Challenge, government entities, K-12 schools, and institutions of higher learning do not qualify as CBOs. However, these entities may be the applicant or an additional collaborator on the applicant team. Entities that are not 501(c)(3) organizations do not qualify as a CBO for the purposes of this grant challenge even if they serve a New Jersey Overburdened Community. Per the NJ Division of Taxation, a 501(c)(3) Organization refers to a nonprofit organization that has received a determination letter from the Internal Revenue Service (IRS) stating that the organization is exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code. The term also may refer to a church or ministry that may qualify for an IRS 501(c)(3) determination letter, even though it does not intend to apply for an IRS determination.
- NJ's Environmental Justice Law at N.J.S.A. 13:1D-158 defines overburdened communities as any census block group, as determined in accordance with the most recent United States Census in which: 1) at least 35 percent of the households qualify as low-income households; 2) at least 40 percent of 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/>.

Applicants may, but are not required to, collaborate with additional entities, including for-profit or non-profit entities of all types, to design and implement the training program as needed.

In addition to the eligibility parameters already stated above, the primary applicant must also be in substantial good standing with the New Jersey Department of Labor and Workforce Development (“NJDL”) and NJ Department of Environmental Protection (“NJDEP”) to participate in the program.

A valid tax clearance certificate is required at the time of grant award approval, grant agreement execution, and at the time of each disbursement of funds.

Language Assistance:

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

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

注意: 如果您说普通话, 可以通过发送电子邮件至 languagehelp@njeda.gov 免费获取语言协助服务。

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ਘਾਨ ਭਾਸ਼ੀ: ਜੇਕਰ ਤੁਸੀਂ ਆਪਣੀ ਭਾਸ਼ੀ ਵਿੱਚ ਸਹਾਇਤਾ ਚਾਹੁੰਦੇ ਹੋ, ਤਾਂ languagehelp@njeda.gov 'ਤੇ ਈ-ਮੇਲ ਭੇਜੋ ਅਤੇ ਸਹਾਇਤਾ ਮਹੱਤਵਪੂਰਨ ਹੋਵੇਗੀ।

ਘਾਨ ਭਾਸ਼ੀ: ਜੇਕਰ ਤੁਸੀਂ ਆਪਣੀ ਭਾਸ਼ੀ ਵਿੱਚ ਸਹਾਇਤਾ ਚਾਹੁੰਦੇ ਹੋ, ਤਾਂ languagehelp@njeda.gov 'ਤੇ ਈ-ਮੇਲ ਭੇਜੋ ਅਤੇ ਸਹਾਇਤਾ ਮਹੱਤਵਪੂਰਨ ਹੋਵੇਗੀ।

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

알림: 한국어를 사용하시는 경우, 언어 지원 서비스가 무료로 제공됩니다. languagehelp@njeda.gov 를 통해 제공됩니다.

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

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

ATTENTION: Kung nagsaalita ka ng Tagalog, magagamit mo ang libreng mga serbisyong tulong sa wikla sa pamamagitan ng pag-email sa languagehelp@njeda.gov.



Language Access

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

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

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

Language Access

Is English your primary language? *

Select

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

Select

- español (Spanish)
- العربية (Arabic)
- 粵語 (Cantonese Chinese)
- 普通話 (Mandarin Chinese)
- ગુજરાતી (Gujarati)
- हिंदी (Hindi)
- italiano (Italian)
- 한국어 (Korean)
- po polsku (Polish)
- português (Portuguese)
- Tagalog
- Other

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

Select

Select

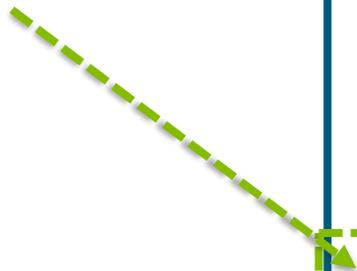
- Yes
- No

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 correspondence and any other communications to the applicant team.



Primary Point of Contact

Throughout the life of a project – from application, to approval, to closing, and to certification/servicing – NJEDA will need to engage with various members of your team. This section collects contact information for individuals we may need to speak with as part of this project.

Please provide contact information for the primary point of contact within the applicant that NJEDA will keep updated on the status of this application.

NOTE: It is highly recommended that the primary point of contact be the individual that is currently filling out this application.

Salutation

Select

First Name *

Middle Initial

Last Name *

Suffix

Select

Title *

Email Address *

Email Address Confirmed *

Please be sure the email address you enter is a valid email address, as this will be the primary address by which NJEDA contacts you on the status of this application.

Primary Point of Contact (Continued)

Phone Number and Extension (if available) *

To include an extension with your phone number, simply enter the phone number first, followed by the extension.

Is the Primary Point of Contact, the contact who is authorized to and will be signing legally binding documents and making legally binding certifications in this application on behalf of the applicant company? *

Select

Legally authorized representative means 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.

Is the Primary Point of Contact the Chief Executive Officer/equivalent officer for North America operations, or equivalent highest-ranking executive for the applicant? *

Select

Is the Primary Point of Contact authorized to speak to the media on behalf of the applicant? *

Select

Primary Point of Contact Address

Country *

United States

Street Address 1 *

Enter a location

Please continue typing out your full address (include city, state, etc.) until the correct address appears in the dropdown.

Street Address 2

Suite, Apt, Floor, etc.

City * **State / Province *** **Zip / Postal Code ***

[Previous](#) [Next](#)

Authorized Representative*

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

Authorized Representative

Please input the following information for the contact who is authorized to sign legally binding documents and make legally binding certifications in this application on behalf of the applicant company.

Salutation

First Name *

Middle Initial

Last Name *

Suffix

Title ***Email Address *****Email Address Confirmed *****Phone Number and Extension (if available) ***

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

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 so you can enter this information.

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.

Salutation

First Name *

Middle Initial

Last Name *

Suffix

Title *

Email Address *

Email Address Confirmed *

Phone Number and Extension (if available) *

To include an extension with your phone number, simply enter the phone number first, followed by the extension.

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

Media Contact

If the primary point of contact is not authorized to speak to the media on behalf of the applicant, you will have the option to designate a media contact.

Media Contact

NJEDA often works with an applicant'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's Media Contact that will support on this project.

Would you like to designate a Media Contact? *

Yes

Salutation

Select

First Name *

Middle Initial

Last Name *

Suffix

Select

Company *

Title *

Email Address *

Email Address Confirmed *

*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 and decides to designate a media contact.

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 primary applicant for this program. We are focused on the primary applicant only. We will 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)

Does your business operate under a different name?

Certificate of Alternate Name

Please provide a [Certificate of Alternate Name](#) issued by Division of Revenue and Enterprise Services if you have one. Copies can usually be found on the state business records website [Division of Revenue & Enterprise Services: Business Records Service \(njportal.com\)](#).

Document	Files
Certificate of Alternate Name	<input type="button" value="Add Files"/>

Applicant Entity Type *

What is the ownership structure of the applicant?

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

Date Established *

Please make sure this date matches the date on your entity's formation documents. MM/DD/YYYY

Mailing Address

Country *

Street Address 1 *

Please continue typing out your full address (include city, state, etc.) until the correct address appears in the dropdown.

Street Address 2

Applicant Country of Incorporation/Formation *

Applicant State of Incorporation/Formation *

Please upload any formation documents for the Application Organization

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:** Provide a [Certificate of Formation and Operating Agreement](#)
- **Corporation:** Provide a [Certificate of Incorporation and Bylaws](#)
- **NonProfit:** Provide a [Certificate of Incorporation and Bylaws](#)
- **Out of State:** If your entity was formed out of state but operates within the State of New Jersey, you must file a [Certificate of Authority](#) when registering the business in New Jersey and provide that certificate.

Document	Files
Formation Document(s) *	<input type="button" value="Add Files"/>

Program Information

In this section, please provide information about the program you are proposing to be funded through this grant.

Program Information

What is the Program Name? *

Provide 3-5 sentence explanation of your proposed program. *

Will the program have a cost to participants? *

Which priority occupation will be the focus of your initiative? Please select only one. *

Which priority green economy industry(ies) will your training program be tailored to ([Download Eligible Industries](#))? Check all that apply. Please select at least one.

- Renewable Energy Technologies
- Green Design & Construction
- Environmental and Green Infrastructure
- Grid Resilience
- Clean Transportation
- Energy Efficiency

Provide a list of the industry recognized credentials that the participants would receive during the proposed program. *

Will the training be held in-person or hybrid? *

What is the primary physical location where the in-person training will take place?

Zip Code *

Street Address 1 *

Street Address 2

City/Town *

State *

County *

If the training will take place in more than one location, please describe below.

Geographic Consideration Of Awards

In order to provide grants and support projects by different entities and in various regions of the State, NJEDA will seek to make a minimum of one award per State region (contingent on the availability of funds) as described below. Please select the region that the primary physical location of the training and recruitment of participant will take place from: *

Program Information Cont'd

Proposed Outcomes

In this section, we would like you to provide information to confirm the ability to implement the proposed program for the selected occupation in green economy industry(ies).

i. The following proposed outcomes will be utilized in determining the final disbursement for an awarded grant (please visit program website for more information on disbursements). If proposing a cohort-based model, please include the totals for all cohorts combined:

a. Number of participants to be enrolled in the program: *

b. Number of participants completing the program: *

c. Number of program graduates placed in employment, paid internship, or apprenticeship within the industry or trained occupation within 90 calendar days of completing the program: *

ii. Please provide an explanation of the proposed outcomes (enrollments, completions and placements) and how these were determined.

*

Community-Based Organization(s)

Community-Based Organization(s)

Please list any Community-Based Organization(s), as defined by this Grant Challenge and serving a NJ Overburdened Community, that are part of the team applying for this grant? *

To review the definition of a CBO and OBC, please click [here](#):

What amount of the requested funds will the Community-Based Organization serving a NJ Overburdened Community collaborator(s) receive? *

1. The following documentation must be submitted for 1) the CBO that is the applicant, or 2) the CBO Partner of the non-CBO applicant:

Document	Files
Current IRS Form 990 to provide status as a 501(c)3 non-profit organization: *	Add Files

2. Current letter detailing their experience serving a NJ OBC as defined by NJ's Environmental Justice Law that provides direct services or supports to a specific geographic NJ community(ies) or specific segments of a New Jersey community(ies).

Document: Community-based Organization (CBO)(see [Application CBO Eligibility Flow Chart](#))

The letter should detail the CBO's experience serving a NJ Overburdened Community as defined by NJ's Environmental Justice Law that provides direct services or supports to a specific geographic NJ community(ies) or specific segments of a New Jersey community(ies).

Document	Files
Community-based Organization (CBO) *	Add Files

Answer the following questions:

A. Which NJ OBC community(ies) does the CBO serve? *

B. Which specific services does the CBO provide the community(ies) that they serve? *

C. Provide the CBO's website.

D. Upload the current Annual Report (if available) for the CBO (optional)

Document	Files
Current Annual Report	Add Files

[Previous](#) [Next](#)

In this section, we would like you to provide information on the Community-based Organization (CBO) that will be a collaborator on your project. This section must be submitted for the applicant that is the CBO and the CBO Partner of the non-CBO applicant.

Narrative Responses

Narrative Responses

Applicants will be directed to upload a PDF document no less than 10 pages and no more than 20 pages that provides narrative responses to the following questions, inclusive of any charts, graphs, tables, information/data graphics, and works cited but excludes any of the other documents required for this grant application, including resumes, organization formation documents, and program budget. The narrative questions included under each sub-section are meant to act as guides towards meeting the evaluation criteria for each component.

Please upload a visualization of the timeline in a table, Gantt chart, graphic, or other format below in addition to your description in the narrative response. For reference, please download the sample template below.

Sample Template can be found [here](#):

Document	Files
Visualization Timeline PDF *	Add Files

Please upload the Narrative Response PDF.

Document	Files
Narrative Response PDF *	Add Files
<p>a. Ability to Meet the Needs of New Jersey's Burgeoning Green Economy Industries</p> <p>i. What is your team's strategic vision for the program and what specific need in the green economy will be addressed by the proposed program? Please note the specific occupation that falls under the eligible industries that the proposal addresses.</p> <p>ii. What is the specific content, skills training, hands-on experiences, industry-recognized credentialing and/or certification opportunities that will be offered through the proposed program?</p> <p>iii. What is your strategy to engage industry employers and build a network of employer partners who can connect training program graduates to jobs?</p> <p>iv. What is your strategy to recruit participants to enroll in the program?</p> <p>v. What is your strategy to support participants in completing the program?</p> <p>vi. How will your program support participants with job placements within 90 days of program completion? What is the average expected length of time between training completion and job placement?</p> <p>vii. Are there any strategic benefits to the proposed geographic location of your program?</p> <p>viii. In your application, you were asked to note the number of expected enrollments, completions, and job placements. Please describe how you developed those numbers and why you think they are realistic for your proposed program. Please also detail the expected number and size of cohorts to be offered if applicable.</p> <p>ix. What is the proposed length of the training program and what curriculum topics will be covered in this timeframe?</p> <p>x. Is the training to be offered in-person or in hybrid format, and why was that format chosen for this specific program? For hybrid training, what portion will be conducted in person and what portion will be held virtually?</p> <p>b. Ability to Serve NJ's Overburdened Communities</p> <p>i. What is your team's approach to recruit and serve residents of Overburdened Communities based on geographical considerations?</p> <p>ii. What functions or responsibilities will the Community Based Organization you have listed in the application as your collaborator assume within the project? If the applicant is also the Community-Based Organization, please describe the specific functions or responsibilities your organization will assume specific to serving NJ's Overburdened Communities.</p> <p>c. Ability to Provide Wraparound Supports and Low- or No-Cost Training</p> <p>i. If relevant, what are the wraparound supports anticipated to be needed by the targeted participant population and how will your program address these needs?</p> <p>ii. Describe any collaborators your team will engage with to meet the needs of program participants.</p> <p>iii. Please provide details on the budget needed for wraparound supports proposed to be provided to program participants and how the cost has been calculated.</p> <p>iv. In your application you noted whether or not the training program will have a cost to participants. What is the rationale for why that cost was determined for this program?</p>	

d. Prior Experience Creating and Implementing Workforce Development Initiatives

- What successful workforce development initiatives has your team implemented? Please include prior experience in the proposed occupation and/or industry if relevant.
- What prior success or outcomes has your team had in serving a diverse population?
- If relevant, please describe lessons learned from previous training programs that you plan to apply to this initiative?
- Who are the key personnel from your team and what will be their responsibilities in the project, including yet-to-be-hired roles?
- What is the implementation timeline for the proposed program? Please include key program milestones (completions and job placements) from the proposed program and visualize the timeline in a table, Gantt chart, graphic, or other format.
- What challenges/risks does your team anticipate in implementing the proposed program and what steps will your team take to address those challenges/risks?
- How will your team ensure the ongoing evaluation and improvements of the proposed program? What specific metrics will be utilized to evaluate program success?

e. Budget and Associated Milestones

- Please provide a description of the key expenses for the proposed program. You can align the categories with those listed in the excel budget template provided in the application.
- Please describe your team's plan for ensuring the sustainable operation of your program past the grant period, if applicable.
- Please describe how you will meet the specific program milestones of completions and job placements that are being proposed and that are connected to the budget. As indicated in the grant application guidelines under "Eligible Funding Uses and Grant Disbursement," 40 percent of the grant funding will be disbursed on a prorated basis upon meeting specific program milestones (completions and job placements) and deliverables (submission of final report) if a grant award decision is made.
- Will you be pursuing additional funding sources beyond this grant request or proposing any in-kind or cash cost-share to implement this program? If so, please describe the other funding sources and cost-share that will support the proposed program and how the proposed program would be impacted if that additional funding is not secured. Note: Cost-share is not a requirement of the Grant Challenge.

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In this section, we would like you to provide information for your narrative responses.

Program Budget

In this section, we would like you to provide information about the project budget.

Program Budget

Please download a copy of the Program Budget template [here](#), complete it, and upload a finalized copy as an Excel file below, using NJEDA's template that clearly lists the requested grant amount and itemized costs to develop and deliver the program. Applicants are required to use the template provided by the EDA.

What is the total grant amount your team is requesting for this program? *

Please provide the total amount of indirect (general administrative and overhead) expenses for this program. *

The indirect rate cannot exceed 10% of Total Direct Cost (See the Program Budget Template for explanation of terms).

Do you expect to undertake any construction as part of this project? *

"Construction work" means construction, reconstruction, demolition, alteration, duct cleaning, repair work, or skilled maintenance work, including painting and decorating, millwork fabrication, remediation, removal of hazardous substances, custom fabrication, excavation, grading, pile driving, concrete form, or other types of foundation work undertaken in connection with Authority financial assistance or any of its projects, those projects that the Authority undertakes pursuant to N.J.S.A.52:27BBB-1 et seq. **"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 maintenance work, professional services, or other public work for which a contractor is required to pay the "prevailing wage" as defined at N.J.S.A. 34:11-56.26.

Please download a copy of the Program Budget Template, complete it, and upload a finalized copy as an Excel file below. NJEDA's template must be used to clearly list the requested grant amount and itemized costs and milestones to develop and deliver the program.

Please download the Budget Template [here](#)

Document	Files
Program Budget *	<input type="button" value="Add Files"/>

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Construction Details

In this section, we would like you to provide information about proposed construction details of your project.

Construction Details

If available, please provide information for all prime contractors that are expected to undertake construction activity, including installation of equipment, at the project site.

Add Contractor

Company/Firm Name ↑	Phone Number	Email	Country	City
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There are no records to display.

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Eligible Training Provider List

Eligible Training Provider List

The Eligible Training Provider List (ETPL) is a comprehensive list of training providers and training programs that the New Jersey Department of Labor & Workforce Development has determined eligible to receive publicly funded tuition assistance.

The ETPL is mandated by both State and Federal laws. New Jersey State Law (C:34:15C-10.2) states that "[n]o training provider who is not an approved training provider included on the [ETPL] shall receive any federal job training funds or State job training funds".

The ETPL serves as a consumer protection for New Jersey's training seekers. New Jersey's ETPL is made available to NJ residents through the Training Explorer tool.

Training providers on the ETPL must submit their organizational and participant information to the ETPL through the IntelliGrants (IGX) system.

For more information, please reference the [NJDOL's website](#).

- I acknowledge awarded applicants will be required to engage with the NJ Department of Labor and Workforce Development regarding registering any training program(s) that is funded through the grant with the NJ Department of Labor and Workforce Development's Eligible Training Provider List. *

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Additional Acknowledgements

Additional Acknowledgements

- I acknowledge all reporting requirements as stipulated in the grant challenge, including submitting quarterly, mid-point, and end-of-project reports, demographic information for training participants, program outcomes/results (e.g. training enrollments, completions, and job placements), and evaluations/surveys. *
- I acknowledge the requirements to provide NJEDA with a royalty-free, non-exclusive irrevocable license to reproduce, publish, or otherwise use any copyrightable materials developed utilizing funds awarded through this grant, inclusive of training curriculum materials and program reports. *
- I acknowledge that NJEDA will review for approval program branding, including program names, flyers, websites, use of logos, and communication materials. NJEDA may opt to brand the program in such way that is most beneficial to the State of New Jersey for representing its efforts in cultivating the green economy in the State. *
- I acknowledge that up to 40 percent of the grant award will be disbursed upon receipt of the final report and based upon meeting specific program milestones and deliverables to be defined by the applicant in their application and negotiated and finalized with NJEDA if a grant award decision is made plus any extension as set forth in the grant agreement. *

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Diversity Equity and Inclusion

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

Responses are optional and have no impact on eligibility for assistance. Responses will be used for informational 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

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

- Minority
- Women
- 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 (DVOBE)
- None of the above
- Prefer not to answer

Additional DE&I Information

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

Please describe whether your company'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, women, veteran, LGBTQ, disabled). *

Question is not applicable
 Prefer not to answer

Please describe whether your company's Board of Directors 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, women, veteran, LGBTQ, disabled). *

Question is not applicable
 Prefer not to answer

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.

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? *

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? *

No

Prevailing Wage, Contractor Registration, and Affirmative Action

Prevailing Wage, Contractor Registration, and Affirmative Action

Please be aware that construction activities under the New Jersey Green Workforce Training Grant Challenge Program are subject to New Jersey Contractor Registration, prevailing wage, and affirmative action 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.

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.

- 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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Applicant Representation

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? *

Select

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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.

Second, applicants must identify any individual or entity where 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.

Applicants should take their time and make sure to read this section carefully.

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

Legal Questionnaire

Entrepreneur Full Legal Name:

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.

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. 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? *

Select

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 AFFILIATES](#)

Entity ↑

FEIN #

There are no records to display.

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 AFFILIATES](#)

Entity ↑

FEIN #

There are no records to display.

Legal Questionnaire (Continued)

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

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

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, or attempt 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.
 - viii. Criminal laws involving commission of any felony or indictable offense under State or Federal law.
 - ix. Laws banning human rights abuses.
 - x. 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 officers or directors of Applicant, or any 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.

Document	Files
Legal Questionnaire Addendum	Add Files

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

Program Name:
Applicant 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 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. By signing this certification, Applicant agrees that it has an affirmative ongoing obligation to disclose to NJEDA whether it appears on the OFAC list for any reason, during the application process and the agreement term.

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

Select

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

Select

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. (Attach Additional Sheets If Necessary.)

Select

Authorized Signature

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

Applicant Authorized Representative Name

E-Signature of Applicant *

Definitions

"Economic development subsidy" means the provision of an amount of funds to a recipient with a value of greater than \$25,000 for the purpose of stimulating economic development in New Jersey, including, but not limited to, any investment, bond, grant, loan, loan guarantee, matching fund, tax credit, or other tax expenditure.

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Application Certifications*

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

Certification of Application

Eligibility of financial assistance by the New Jersey Economic Development Authority (NJEDA) is determined by the information presented in this application. 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. *

Select

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. *

Select

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. *

Select

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. *

Select

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

Select

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

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](#)

Applicant Representative for Certifications

NJEDA 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 an Authorized Representative you will be prompted to fill out these pages in the on-line 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.

Electronic Signature

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 *
- I am an Authorized Signer for this organization and I accept the above terms and conditions *

Full Name *



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Submit Application

Applications cannot be edited after submission.

Submission Confirmation Page

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

All future application communication will be sent to the email provided in the application.

You may return to the Application Homepage, by clicking "Return to Homepage."

Your application confirmation number is: CAPP-00035976

Any communications regarding the status of this application will be sent to [Redacted]

Dear :

Thank you for your application to the [Redacted] [Program Name]. The NJEDA Team will now begin our completeness review of your application. The Authority may also choose to commence legal and underwriting reviews; however, scoring items may not be reviewed and will not be scored by the Program's Selection Committee until after the application deadline has passed. As a result, applicants may not receive any communication from the [Redacted] Team until after the application window has closed.

We request that as our team works on the review of applications under the current round, you refrain from directly contacting any member of NJEDA's team with any questions regarding this application [Redacted]. Instead, we ask that any questions be sent via email to [Redacted]. All questions received along with responses will be publicly posted on our website at <https://www.njeda.gov/>

A copy of your application is available for download from the HPRP application homepage. We recommend printing it (and this page) for your records.

Thank you again for your interest in [Redacted] [Program Name]

To learn about other NJEDA programs, visit [njeda.gov](https://www.njeda.gov/)

Thank You,
NJEDA

[Return to homepage](#)



www.njeda.gov/green-workforce-grant-2/



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