

STATE OF NEW JERSEY

**Board of Public Utilities**

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**Clean Fleet Electric Vehicle Incentive Program**

The New Jersey Board of Public Utilities (“NJBPU” or “Board”) authorized the fiscal year 2022 Clean Fleet Electric Vehicle Incentive Program (“FY22 Program”)[[1]](#footnote-1) on June 24, 2021[[2]](#footnote-2) for local and State government fleets. The NJBPU is offering incentives to these local and State government entities (Eligible Entities) in New Jersey to support the purchase of eligible battery electric vehicles (“BEVs”) and Level-Two electric vehicle (“EV”) charging equipment. Subject to the availability of funds, the FY22 Program will award incentives in the form of grants (to local, municipal and county government entities) or MOUs (to State government entities). Awards available under the FY22 Program include:

* $4,000 toward the purchase of an eligible BEV
* $2,000 toward the purchase of a public Level-Two EV charging station
* $1,500 toward the purchase of a fleet Level-Two EV charging station (not available to the public)
* 50% of the cost (up to $5,000) for the Make-Ready costs per eligible Level-Two charging stations (public or fleet)
* 50% of the cost (up to $75,000) per charging station for each eligible Direct Current Fast Charger (“DCFC”) and its Make-Ready

Note that all charger and Make-Ready incentives are incentivized on a per unit basis. In addition, chargers and vehicles located in, or requested by Overburdened Municipalities, as defined by the Board’s Community Energy Planning Program (Docket No. QO21091113[[3]](#footnote-3)) are eligible to receive a 50% bonus in the form of 50% more funding than they are receiving currently under the existing caps for chargers and Make-Ready. FY22 Eligible Entities consisting of or serving these Overburdened Municipalities, could utilize this additional funding either by increasing the number of chargers and vehicles eligible for funding based on the municipality’s population, or by receiving additional funding under the existing caps.

**Award Caps for FY22 Eligible Entities**

**Number of BEVs Eligible for Incentive:**

* Local governments and local entities (ex: municipal utility authority, etc.) serving a population under 20,000 have a cap of two (2) vehicles;
* Local schools serving a population under 20,000 have a cap of two (2) vehicles;
* Local governments and local entities (ex: municipal utility authority, etc.) serving a population over 20,000 have a cap of five (5) vehicles;
* Local schools serving a population over 20,000 have a cap of five (5) vehicles;
* Local governments and local entities (ex: municipal utility authority, etc.) serving a population over 50,000 have a cap of seven (7) vehicles;
* Local schools serving a population over 50,000 have a cap of seven (7) vehicles;
* State government, State agencies/boards/commissions, State universities, and counties have a cap of 10 vehicles;
* Local governments and local entities (ex: municipal utility authority, etc.) serving a population over 100,000 have a cap of 10 vehicles; and
* Local schools serving a population over 100,000 have a cap of 10 vehicles.

**Number of Dual-Port Level Two EV Charging Stations Eligible for Incentive:**

* Local governments and local entities (ex: municipal utility authority, etc.) serving a population under 20,000 have a cap of one (1) Level-Two EV charging station;
* Local schools serving a population under 20,000 have a cap of one (1) Level-Two EV charging station;
* Local governments and local entities (ex: municipal utility authority, etc.) serving a population over 20,000 have a cap of two (2) Level-Two EV charging stations;
* Local schools serving a population over 20,000 have a cap of two (2) Level-Two EV charging stations;
* State government, State agencies/boards/commissions, State universities, and counties serving a population over 50,000 have a cap of four (4) Level-Two EV charging stations; and
* Local governments and local entities (ex: municipal utility authority, etc.) serving a population over 50,000 have a cap of four (4) Level-Two EV charging stations.
* No more than half of an entities’ eligible charging stations may be DCFCs.

**Process**

The primary goal of the grants to local, municipal, and county government entities is to improve New Jersey’s air quality and to assist local and State government entities in transitioning their fleets to ones that are electrically-powered. NJBPU staff (“Staff”) will accept grant applications under the FY22 Program (“Grant Application”) until **May 1, 2022**, or until funds are exhausted (the “Application Due Date”). Details of the FY22 Program are as follows:

* The FY22 Program was effective **July 1, 2021** and will close on **June 30, 2022.**
* Eligible applicants (“Applicants”) may apply for any number of eligible BEVs and EV charging stations, up to their award cap (see above), through the FY22 Program. Applicants are not required to apply for their entire allotment at once and may submit additional Grant Applications up to and on the Application Due Date if they have not exceeded their award cap, as detailed above.
* FY22 Program applicants may be municipalities, municipal utility authorities, local schools, municipal commissions, State governments, State agencies or boards, State commissions, State universities, community colleges, and county authorities.
* Applicants selected as grant recipients must complete and submit an Acknowledgement Notice in order to ensure funding has been reserved, funding will be reserved on a first-come, first-serve basis.
* For those Applicants selected as grant recipients, grant payments shall be in the form of a reimbursement, based on proof of purchase of an eligible BEV and/or EV charging station. All Applicants selected as grant recipients will be required to complete a Grant Agreement with the NJBPU as well as a Grant Reimbursement Form in order to receive their grant award.[[4]](#footnote-4)
  + The vehicle listed on the Applicant’s Grant Application should be the same year, make, and model listed on the Grant Reimbursement Form. If for any reason a change needs to be made to the make and/or model of the vehicle purchased for this grant, Applicant should notify NJBPU at [EV.programs@bpu.nj.gov](mailto:EV.programs@bpu.nj.gov).
  + Applicants selected as grant recipients must have purchased and received the eligible vehicle(s) and charging station(s) in order to submit the Grant Reimbursement Form.
* For those State government entity Applicants selected to participate in the FY22 Program, those Applicants shall enter into an MOU with the NJBPU.
* NJBPU reserves the right to inspect the vehicle or charging station for FY22 Program verification purposes.
* Vehicles and/or charging stations purchased prior to July 1, 2021 are not eligible for the FY22 Program. Leased vehicles also are not eligible for the FY22 Program.
* Applicants are not permitted to stack funding/incentives from the It Pay$ to Plug-In Program[[5]](#footnote-5) and the FY22 Program for the same charging station. If an Applicant has received funding from the It Pay$ to Plug-In Program, Applicant must submit documentation showing that the charging stations are different from one another when submitting its Grant Reimbursement Form.

**FY22 Clean Fleet Electric Vehicle Incentive Program Application**

Applicants are required to complete all fields. Failure to include required information may delay processing of your grant application or may result in the denial of a grant. If you have questions, please email [EV.programs@bpu.nj.gov](mailto:EV.programs@bpu.nj.gov).

**Procedure**

Step 1: Complete the Application Form for the FY22 Clean Fleet Electric Vehicle Incentive Program.

Step 2: **Submit the completed Application Form to NJBPU via this email address** by **5:00 p.m. EST on May 1, 2022**: [EV.programs@bpu.nj.gov](mailto:EV.programs@bpu.nj.gov). If grant funding for this program has been expended before this deadline, an announcement will be posted on the NJBPU website.

Step 3: If an eligible applicant’s (“Applicant’s”) completed Application Form is approved, NJBPU will provide and execute: (i) a grant agreement with Applicant, if Applicant is a local government entity, or (ii) an MOU with Applicant, if Applicant is a state entity. To ensure reimbursement under the FY22 Program, Applicants should not purchase an EV charging station (a refundable order is permitted)  or undertake construction (breaking ground on the site) until the Grant Agreement or MOU, as applicable, is finalized.

Step 4: Once the finalized Grant Agreement or MOU is in place, Applicants must purchase and receive eligible BEV(s) and/or EV charging stations before submitting their Grant Reimbursement Form. Applicants will not receive reimbursement for vehicles or charging stations they purchased prior to July 1, 2021.

Step 5: Applicants must complete and submit a Grant Reimbursement Form along with paid invoice(s) for the vehicle(s) and/or EV charging station listed on the Grant Application to the NJBPU via this email address: [EV.programs@bpu.nj.gov](mailto:EV.programs@bpu.nj.gov). **The deadline for submittal of the completed Grant Reimbursement Form and all supplemental forms is** **June 1, 2022.** Applicants may request an extension if there are manufacturing or construction delays by emailing [EV.programs@bpu.nj.gov](mailto:EV.programs@bpu.nj.gov).

Step 6: After NJBPU staff reviews and approves an Applicant’sGrant Reimbursement Form and invoices, grant funds will be disbursed to that Applicant.

**Eligible Vehicles**

All new and used light-duty battery electric vehicles up to Federal Highway Administration Class 2B, or 10,000 pounds, will be eligible for grant funding. Applicants may make their purchases through the State Purchasing Contract under Award T0099, but are not required to do so. Neighborhood electric vehicles (“NEVs”), such as electric golf carts and other similarEVs, are not eligible for an incentive under the FY22 Program.

**Eligible Electric Vehicle Charging Stations**

The Level-Two EV charging stations covered under the FY22 Program may be of any brand the Applicant selects, but must be a dual-port charger and have the ability to capture data, referred to as “networked charger.”

The DCFC stations covered under the FY22 Program may be of any brand the Applicant selects, but must be a dual-port charger, include a standard port available for use by all EVs, and have the ability to capture data referred to as “networked charger.” No more than half of an Applicant’s eligible charging stations may be DCFCs.

**Eligible Make-Ready costs**

“Make-Ready” means the pre-wiring of electrical infrastructure at a parking space, or set of parking spaces, to facilitate easy and cost-efficient future installation of Electric Vehicle Service Equipment (EVSE), including, but not limited to, Level Two EVSEs and DCFCs. Make-Ready includes expenses related to service panels, junction boxes, conduit, wiring, etc., necessary to make a particular location able to accommodate EVSE on a “plug and play” basis.

**Please answer the following:**

1. How many vehicles are you applying for? \_\_\_\_\_\_
   1. Please list the year, make, and model of the vehicle(s):

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| **Year** | **Make** | **Model** |
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1. Are you applying for a Level-Two EV charging station? \_\_\_\_\_Yes \_\_\_\_\_ No
   1. If so, is the charging station you intend to purchase a “networked” charger capable of collecting data? \_\_\_\_\_Yes \_\_\_\_\_ No
   2. Will the EV charging station be a dual-port unit? \_\_\_\_ Yes \_\_\_\_ No
2. When not in use by your electric fleet vehicle, will the EV charging station be available for public use? Please indicate how many (if any) will be available for public use and how many (if any) will be used for fleets only.

\_\_\_\_\_ # of public chargers \_\_\_\_ # of fleet chargers

1. What is the anticipated cost of Make-Ready for each Level-Two EV charging station?

$\_\_\_\_\_\_\_\_\_\_

1. Are you applying for a DCFC charging station? \_\_\_\_\_\_ Yes \_\_\_\_\_\_ No How many ? \_\_\_\_\_\_
   1. If so, is the charging station you intend to purchase a “networked” charger capable of collecting data? \_\_\_\_\_Yes \_\_\_\_\_ No
   2. Will the EV charging station be a dual-port unit? \_\_\_\_ Yes \_\_\_\_ No
2. When not in use by your electric fleet vehicle, will the EV DCFC be available for public use. Please indicate how many (if any) will be available for public use.

\_\_\_\_\_ # of public chargers \_\_\_\_ # of fleet chargers

1. What is the anticipated combined cost (charger and Make-Ready) for each DCFC charging station?

\_\_\_\_\_\_\_\_\_\_

1. Where is the intended site location of each charging station? Please describe and provide address(es) for each.

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For each charging station listed above, please provide the following information:

1. Location:
2. Where will the signage for the charging station be located?
3. Will this charging station be listed online and, if so, where? (Ex: [U.S. DOE Alternative Fuels Data Center Station Locator](https://afdc.energy.gov/stations/#/find/nearest), [Plug Share](https://www.plugshare.com/), etc.):

\_\_\_\_\_ Yes Where Listed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ No

1. Is your location or community included on the list of NJBPU’s Overburdened Municipalities?

\_\_\_\_\_ Yes \_\_\_\_\_ No

**FY22 Clean Fleet Electric Vehicle Incentive Program Application**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **APPLICANT INFORMATION** | | | | |
| Please identify the type of entity applying for the FY22 Program in the space below. Eligible entities are local schools, municipalities, municipal commissions, State agencies or boards, State commissions, State universities, community colleges, and county authorities. | | | | Application  Date: |
| Type of Entity: | | | |
| Full Name of Entity: | | | |
| Mailing Address: | | | | |
| Application and Reporting Contact Person: | | Phone: | Email: | |
| Secondary Contact for Entity: | | Phone: | Email: | |
| Financial Officer’s Name: | | Phone: | Email: | |
| Grant Executor’s Name (Person authorized to sign the Grant Agreement or MOU on behalf of the applicant): | | | Title: | |
| As the Grant Executor, I hereby certify that I am authorized by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to submit and sign this application on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in order to apply for funding from the Clean Fleet Electric Vehicle Incentive Program. | | | | |
| **Print Name** |  | | | |
| **Sign Name** |  | | | |
| **Title** |  | | | |
| **Date** |  | | | |

1. *See* IN THE MATTER OF THE FY22 CLEAN FLEET ELECTRIC VEHICLE INCENTIVE PROGRAM, BPU Docket No. QO21070999, Board Order dated October 28, 2021 (“October 28, 2021 Board Order”), at [↑](#footnote-ref-1)
2. IN THE MATTER OF THE CLEAN ENERGY PROGRAMS AND BUDGET FOR FISCAL YEAR 2022, BPU Docket No. QO21040720, Board Order dated June 24, 2021 (“June 24, 2021 Board Order”), at https://www.bpu.state.nj.us/bpu/pdf/boardorders/2021/20210624/8B%20ORDER%20CEP%20FY2022%20Budget.pdf. [↑](#footnote-ref-2)
3. *Id.;* Specifically, an “Overburdened Community” is defined as one that meets the following criteria: (1) the municipality has more than 50% of its population living in an “overburdened community” census block as defined by the New Jersey Department of Environmental Protection pursuant to New Jersey’s Environmental Justice Law, N.J.S.A. 13:1D-157 et seq.; and (2) the municipality meets one or both of the following criteria: (A) more than 35% of the municipality’s population lives under 200% of the poverty level according to U.S. Census 2019 American Community Service data; and/or (B) the municipality is categorized as "distressed" as defined by the DCA’s MRI (with a score of 50 or higher). *See* In the Matter of New Jersey Clean Energy Program Fiscal Year 2022 Community Energy Planning, Docket No. QO21091113, Order dated October 6, 2021 (“October 6, 2021 Board Order”), at <https://www.bpu.state.nj.us/bpu/pdf/boardorders/2021/20211006/8A%20ORDER%20FY%2022%20Community%20Energy%20Planning%20Board.pdf>. [↑](#footnote-ref-3)
4. The NJBPU shall make available to selected Applicants the Acknowledgement Form, Grant Agreement and the Grant Reimbursement Form. [↑](#footnote-ref-4)
5. DEP It Pay$ to Plug In [overview.pdf (nj.gov)](https://www.nj.gov/dep/drivegreen/overview.pdf#:~:text=It%20Pay%24%20to%20Plug%20In%20%28Program%29%20is%20a,Department%20of%20Environmental%20Protection%E2%80%99s%20Bureau%20of%20Mobile%20Sources.) [↑](#footnote-ref-5)