

## FAQs – Frequently Asked Questions

**Q. Is there a deadline for applications?**

A. There is no deadline to submit applications. Funds are available on a first come, first served basis.

**Q. Is there a deadline to complete work in my building?**

A. Work must be installed within one (1) year of application approval. Applicants may request one 6-month extension.

**Q. Where do I find a W-9 form?**

A. W-9 forms are used to document the applicant's Taxpayer Identification Number. Blank W-9 forms are available on the Internal Revenue Service's website (<https://www.irs.gov/forms-pubs/about-form-w-9>).

**Q. Does the applicant need to own the building that needs improvements?**

A. The applicant typically owns the equipment that is being serviced with grant funds. This sometimes means that the applicant is the owner of the building, but there may be exceptions. Contact [SSBstimulus@NJCleanEnergy.com](mailto:SSBstimulus@NJCleanEnergy.com) if you are unsure whether your building and equipment is eligible.

**Q. How does a business become certified as a woman- or minority-owned business?**

A. Visit New Jersey's website to learn more about M/WBE certification at <https://business.nj.gov/pages/mwbe>.

**Q. How can I participate as an HVAC assessment service provider??**

A. The HVAC Assessment Report must be performed by a Testing and Balancing Technician that is listed in the member directories of AABC, NEBB, and/or TABB. Your firm may wish to partner with one of these qualified professionals.

**Q. How can I participate as a Certified Energy Auditor?**

A. A Certified Energy Auditor (CEA) performs a third-party review of the HVAC Assessment Report to verify that proposed costs and scopes of work are appropriate. The [Program Guide](#) contains more information about minimum requirements for CEAs.

**Q. Can grant funds be used to replace boilers, domestic hot water heaters or pipe insulation?**

A. No. The programs do not include costs for boilers or other types of HVAC or DHW equipment that do not directly and significantly affect ventilation or airflow.

**Q. How do funding caps work?**

A. Funding caps help make sure that funds are available to customers across the state. Boards of Education are limited to \$5 million in grant funds across both SSB programs. Small Businesses are limited to \$500,000 in grant funds across both SSB programs.

**Q. Can applicants submit multiple applications?**

A. Yes. Applicants may submit applications for work under both the HVAC Maintenance Pathway and HVAC New/Replacement Pathway. Applicants may also submit applications for the Plumbing & Appliance Program.