



STATE OF NEW JERSEY
Board of Public Utilities
44 South Clinton Avenue, 1st Floor
Post Office Box 350
Trenton, New Jersey 08625-0350
www.nj.gov/bpu/

Clean Fleet Electric Vehicle Incentive Program

The New Jersey Board of Public Utilities (“NJBP” or “Board”) authorized the Fiscal Year 2023 Clean Fleet Electric Vehicle Incentive Program (“FY23 Program”) on June 29, 2022 for local and State government fleets.¹ The NJBP 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 FY23 Program will award incentives in the form of grants to local, municipal and county government entities, or through a Memorandum of Understanding (“MOU”) if to State government entities. Awards available under the FY23 Program include:

- \$4,000 toward the purchase of an eligible BEV;
- \$5,000 toward the purchase of a public Level-Two EV charging station; and
- \$4,000 toward the purchase of a fleet Level-Two EV charging station (not available to the public).

Note that all charger 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, are eligible to receive a 50% bonus, to be provided as either an additional incentive amount, or as the applicant’s eligibility for additional chargers and vehicles.²

¹ In re the Clean Energy Programs and Budget for Fiscal Year 2023, BPU Docket No. QO22020113, Order dated June 29, 2022 (“June 29, 2022 Board Order”), available at <https://nj.gov/bpu/pdf/boardorders/2022/20220629/8D%20ORDER%20NJCEP%20FY%202023%20Programs%20and%20Budget.pdf>.

² 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 re the New Jersey Clean Energy Program Fiscal Year 2022 Community Energy Planning, BPU Docket No. QO21091113, Order dated October 6, 2021 (“October 6, 2021 Board Order”), available at [https://www.bpu.state.nj.us/bpu/pdf/boardorders/2021/20211006/8A%20ORDER%20FY%202022%20Community%20Energy%20Plan](https://www.bpu.state.nj.us/bpu/pdf/boardorders/2021/20211006/8A%20ORDER%20FY%202022%20Community%20Energy%20Planning%20Board.pdf)

Award Caps for FY23 Eligible Entities

Number of BEVs Eligible for Incentive:

- Local governments and local entities (e.g., municipal utility authority, etc.) serving a population under 20,000 have a cap of four (4) vehicles;
- Local schools serving a population under 20,000 have a cap of four (4) vehicles;
- Local governments and local entities (ex: municipal utility authority, etc.) serving a population over 20,000 (20,001 – 50,000) have a cap of ten (10) vehicles;
- Local schools serving a population over 20,000 (20,001 – 50,000) have a cap of ten (10) vehicles;
- Local governments and local entities serving a population over 50,000 (50,001 – 100,000) have a cap of fourteen (14) vehicles;
- Local schools serving a population over 50,000 (50,001 – 100,000) have a cap of fourteen (14) vehicles;
- State government, State agencies/boards/commissions, State universities, county government and county authorities have a cap of 20 vehicles each;
- Local governments and local entities serving a population over 100,000 have a cap of 20 vehicles; and
- Local schools serving a population over 100,000 have a cap of 20 vehicles.

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

- Local governments and local entities (e.g., municipal utility authority, etc.) serving a population under 20,000 have a cap of two (2) Level-Two EV charging stations;
- Local schools serving a population under 20,000 have a cap of two (2) Level-Two EV charging stations;
- Local governments and local entities (ex: municipal utility authority, etc.) serving a population over 20,000 (20,001 – 50,000) have a cap of four (4) Level-Two EV charging stations;
- Local schools serving a population over 20,000 (20,001 – 50,000) have a cap of four (4) Level-Two EV charging stations;
- Local governments and local entities serving a population over 50,000 (50,000 – 100,000 or more) have a cap of eight (8) Level-Two EV charging stations;
- Local schools serving a population over 50,000 (50,001 – 100,000 or more) have a cap of eight (8) Level-Two EV charging stations;
- State government, State agencies/boards/commissions, State universities, county government and county authorities serving a population over 100,000 have a cap of fifteen (15) Level-Two EV charging stations;

Process

The primary goal of the grants to local, municipal, county and State 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 FY23 Program ("Grant Application") until the earlier of 5 p.m. Eastern Time on **June 2, 2023**, or until funds are exhausted (the "Application Due Date"). Details of the FY23 Program are as follows:

- The FY23 Program is effective as of **July 25, 2022** and will close on **June 30, 2023**.
- Eligible applicants ("Applicants") may apply for any number of eligible BEVs and EV charging stations, up to their award cap (see above), through the FY23 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.
- FY23 Program applicants may be municipalities, local schools, municipal commissions, State government, State agencies or boards, State commissions, State universities, community colleges, county government and county authorities. Applicants selected as grant recipients must complete and submit an Acknowledgement Notice in order to ensure funding has been reserved for them. Funding will be reserved on a first-come, first-served basis, until funds are exhausted.
- 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 Expenditure Report in order to receive their grant award.³
 - The vehicle(s) listed on the Applicant's Grant Application must be the same year, make, and model listed on the Grant Expenditure Report. If for any reason a change needs to be made to the make and/or model of the vehicle(s) purchased for this grant, the Applicant should immediately notify NJBPU at EV.programs@bpu.nj.gov.
 - Applicants selected as grant recipients must have purchased and received/taken delivery of the eligible vehicle(s) and/or charging station(s) in order to submit the Grant Expenditure Report.
- For those State government entity Applicants selected to participate in the FY23 Program, those Applicants shall enter into an MOU with the NJBPU.
- NJBPU reserves the right to inspect the vehicle or charging station for FY23 Program verification purposes.
- Vehicles and/or charging stations purchased prior to July 25, 2022 are not eligible for the FY23 Program. Leased vehicles also are not eligible for the FY23 Program.
- Applicants are not permitted to stack funding/incentives from the New Jersey Department of Environmental Protection's It Pay\$ to Plug-In Program⁴ and the FY23 Program for the same charging station. If an Applicant has received funding from the It Pay\$ to Plug-In Program, the Applicant must submit documentation showing that the charging stations are different from one another when submitting its Grant Expenditure Report.

³ The NJBPU shall make available to selected Applicants the Acknowledgement Form, Grant Agreement and the Grant Reimbursement Form.

⁴ NJDEP It Pay\$ to Plug In [overview.pdf \(nj.gov\)](#)

FY23 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.

Procedure

Step 1: Complete the Application Form for the FY23 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 June 2, 2023: EV.programs@bpu.nj.gov. If grant funding for the FY23 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 MOA with Applicant, if Applicant is a state entity. To ensure reimbursement under the FY23 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 the Grant Expenditure Report. Applicants will not receive reimbursement for vehicles or charging stations they purchased prior to July 25, 2022.

Step 5: Applicants must complete and submit a Grant Expenditure Report along with paid invoice(s) for the vehicle(s) and/or EV charging station(s) listed on the Grant Application to the NJBPU via this email address: EV.programs@bpu.nj.gov. **The deadline for submittal of the completed Grant Expenditure Report and all supplemental forms is June 3, 2024.** Applicants may request an extension if there are manufacturing or construction delays, along with proof of such delays by emailing EV.programs@bpu.nj.gov.

Step 6: After Staff reviews and approves an Applicant's Grant Expenditure Report and invoices, grant funds will be disbursed to that Applicant.

Eligible Vehicles

All new and used light-duty BEVs 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 similar EVs, are not eligible for an incentive under the FY23 Program.

Eligible Electric Vehicle Charging Stations

The Level-Two EV charging stations covered under this Program may be of any brand the applicant selects, *provided* that each such EV charging station must include a standard port available for use by all EVs, and provided the equipment chosen is a dual-port charger and has network capability with one of the state’s pre-certified network providers ([Home - Drive Green - Air Quality, Energy and Sustainability \(AQES\) | Department of Environmental Protection \(nj.gov\)](#)).

Please answer the following questions. Do not leave any items blank:

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

Year	Make	Model

2. Are you applying for a Level-Two EV charging station? ____ Yes ____ No How many? ____
 - a. If so, is the charging station you intend to purchase a “networked” charger capable of collecting data? ____ Yes ____ No
 - b. Will the EV charging station be a dual-port unit? ____ Yes ____ No
3. 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
4. Where is the intended site location of each charging station? Please describe and provide an address for each (mapping is suggested).

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

- a. Location: _____
- b. Where will the signage for the charging station be located?
Location(s): _____

c. Will this charging station be listed online and, if so, where? (Ex: [U.S. DOE Alternative Fuels Data Center Station Locator](#), [Plug Share](#), etc.):

_____ Yes Where Listed: _____

_____ No

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

_____ Yes

_____ No

FY23 Clean Fleet Electric Vehicle Incentive Program Application

APPLICANT INFORMATION		
Please identify the type of entity applying for the FY23 Program in the space below. Eligible entities are local schools, municipalities, municipal commissions, State governments, State agencies or boards, State commissions, State universities, community colleges, county government and county authorities.		Application Date:
Type of Entity: Are you the owner of the property? Yes _____ No _____ (If "No," the owner must supply a letter indicating the Applicant has been authorized to apply to this Program)		
Full Legal Name of Entity: _____		
NJSTART Vendor ID or Employer Identification Number (EIN)(for government entities only): _____		
Mailing Address:		
Application and Reporting Contact Person:	Phone:	Email:
Secondary Contact for Entity:	Phone:	Email:
Financial Officer's Name:	Phone:	Email:
Grant Signatory Name (Person authorized to sign the Grant Agreement or MOU on behalf of the applicant):	Title:	
As the Grant Signatory, 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 FY23 Clean Fleet Electric Vehicle Incentive Program.		
Print Name		
Sign Name		
Title		
Date		