

It Pay\$ to Plug In: NJ's Electric Vehicle Charging Grants Program

Certification Checklist

I certify that:

- I understand that I must not purchase or install any equipment that I have documented in the Project Information Form until my application for a grant is approved, the grant is executed, and the work period begins. Doing so would cause any such expenses to be ineligible for grant funds and reimbursement.
- The project location is not a private residential dwelling other than a multi-unit dwelling.
- An adequate power supply exists to provide power to all charging stations simultaneously. If such power supply does not exist, I certify that I will upgrade any and all necessary equipment.
- I will follow all State and Federal procurement rules which include obtaining a minimum of three bids for EV Charging Equipment and one bid for EV Charging Station Installation. I understand that I am required to submit these bids alongside my initial application.
- I have read the IPPI Program's [Compliance and Best Practices Guidelines for EV Chargers and the Americans with Disabilities Act \(ADA\)](#). I understand that charging station ADA compliance requirements may vary by municipality. I will consult with the appropriate municipal officials and follow all applicable municipal ADA compliance ordinances and standards applicable to my chosen location.
- The charging station(s) will be placed in parking spots restricted to electric vehicle charging only. The parking spots will be designated as EV charging only with appropriate signage and floor paint. A single-port charging station must have one EV-only spot; a dual-port charging station must have two EV-only spots.
- The charging station must connect to a network by wired ethernet, Wi-Fi, or cellular connection. Level 1 charging stations are exempt from this network requirement.
- I am licensed to do business in New Jersey, as are any contractors used to complete the project, as listed on the Subcontractor List Form.
- I understand that I must complete the [Site Verification Form](#) and submit the form alongside my initial application. Failure to do so will result in the denial of the application.
- The charging station(s) will be kept operational and in service for a minimum of five (5) years.

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- I have identified the party responsible for maintenance and repair of the charging station(s) and have a plan to minimize theft of service or vandalism of charging station(s), as applicable.
- I understand that periodic Progress Reports will be required for L2 and DCFC applicants and that reimbursement is contingent upon timely submittal of these report(s). The details and due dates of the required Progress Reports will be outlined in the executed grant agreement.
- I will provide usage data to the DEP Bureau of Mobile Sources in a .csv file (or another format if requested by the Department) on a quarterly basis for a period of no less than five (5) years from the date of installation. Alternatively, I will allow the Department to obtain data directly from the network provider, if requested by the Department. The data that must be provided will be described in detail in the grant agreement.
- All required permits and approvals will be obtained prior to installation and use of the charging station(s) and the charging station(s) will comply with applicable federal, state, and local laws, to the best of my knowledge.

Signature of Grant Executor: _____ Date: _____ Print Name: _____ Title: _____
"I certify under penalty of law that I believe the information provided in this document is true, accurate and complete. I am aware that there are significant civil and criminal penalties, including the possibility of fine or imprisonment or both, for submitting false, inaccurate or incomplete information."

The NJDEP reserves the right to request documentation and perform site visits to ensure compliance with the above requirements.