



Multi-Unit Dwellings EV Charging Program

Terms and Conditions

Version One

October 21, 2024

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Program Overview

The New Jersey Board of Public Utilities (“NJ BPU” or “Board”) authorized the Multi-Unit Dwelling (“MUD”) electric vehicle (“EV”) charging incentive Program (“Program”) for FY25 and is offering incentives to MUDs in New Jersey to support the purchase and installation of eligible Level-Two (“L2”) EV charging equipment¹. Subject to the availability of funds, the Program will award incentives in the form of checks payable to the applicant. Awards available under this Program include:

- Up to \$4,000 toward the purchase of a dual-port, networked L2 EV charging station, up to the cost of the charger.
- Fifty percent (50%) of the cost up to a maximum of \$5,000 toward the make-ready costs for each L2 installation, for an applicant in a non-Investor-Owned Utility (non-IOU) territory.

Developments in either [Overburdened Municipalities](#)² (“OMB,” as defined by Board’s Community Energy Planning Program – Docket No. QO21091113) or developments that are deed restricted, one hundred percent (100%) affordable (low- and moderate-income) housing are eligible for:

- Up to \$6,000 toward the purchase of a dual-port, networked L2 EV charging station, up to the cost of the charger, for a MUD located in an OBM.

All L2 EV charger incentives shall be assessed on a per unit basis. EV chargers located in, or requested by, developments in either OBM or developments that are deed restricted, one hundred percent (100%) affordable (low- and moderate-income) housing are eligible to receive a higher-level incentive than other municipalities, as described above. Only one (1) bonus may be applied. For charging equipment, eligible costs shall include the cost of the charger, taxes on the charger, delivery and activation fees and warranty for charger.

Applicants in non-IOU territories are those who do not receive electricity from Atlantic City Electric Company (“ACE”), Jersey Central Power and Light Company (“JCP&L”), Public Service Electric and Gas Company (“PSE&G”), or Rockland Electric Company (“RECO”). An applicant in a non-IOU territory will be required to provide a utility bill as proof of electric service.

Annual Award Caps for Eligible Entities per project Site (or MUD Location):

MUD Developments with:	Number of dual-port L2 chargers
5-40 Units	Up to 3
41-100 Units	Up to 6
101-200 units	Up to 12
200+ Units	Up to 24

¹ In re the Clean Energy Programs and Budget for Fiscal Year 2025, BPU Docket No. QO24040224, Order dated June 27, 2024.

² 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.

Program Administrator

All incentive questions should be directed to the Program Administrator, Center for Sustainable Energy (“CSE”).

Center for Sustainable Energy
3980 Sherman Street, Suite 170
San Diego, CA 92110
Phone: 1-877-426-2474 (877-426-CHRG)
Email: njmud@energycenter.org

Goals and Eligibility

The primary goals of the Program are to improve New Jersey's air quality, contribute to meeting the state's transportation electrification goals, and assist MUDs with the purchase and installation of electric vehicle charging equipment in order to ensure the equitable build-out of charging infrastructure in the state.

- Eligible project sites include apartments, condominiums, or mixed residential locations that feature a minimum of five (5) dwelling units and have dedicated off-street parking.
- Applications must be for unique MUDs and separately owned MUDs cannot apply together.
- Eligible chargers must be located at parking spaces that are accessible to all residents. Chargers may also be accessible to visitors.
- An Applicant may apply for any number of L2 EV charging stations, up to the applicable annual award cap, through the Program. Applicants are not required to apply for their entire allotment at once.
- If an applicant has received funding from the It Pay\$ to Plug-In Program, documentation showing that the charging stations are different than those funded by the Pay\$ to Plug-In Program will be required when the applicant submits its Phase 2 application.
- NJ BPU reserves the right to inspect the charging station(s) for Program verification purposes.

Equipment Eligibility

The L2 EV charging equipment covered under the Program may be of any brand an Applicant selects, provided that the equipment adheres to the following criteria:

- The equipment must include standard ports available for use by all EVs (including, but not limited to, J1772 and J3400),
- The equipment chosen is Energy Star® certified, dual-port* charger as required by the Appliance Standards Act³,
- The equipment is certified to UL 2594 by a Nationally Recognized Testing Laboratory,
- The equipment has network capability with one of New Jersey's Compliant Network Service Providers⁴,
- The equipment is able to maintain the federal uptime standards⁵ (currently 97% uptime), for five (5) years, and
- The number of installed charger ports is a multiple of two (2), and no less than two (2).

*For purposes of the Program, a pedestal charger with two (2) single ports is acceptable only if both ports have network capability with one of New Jersey's pre-certified network providers. Pending BPU discretion on a case-by-case basis, two (2) single-pedestal chargers with one port each that are not directly adjacent to each other may also be acceptable if both chargers are simultaneously accessible and utilize the same make-ready configuration. Additional documentation, such as a single-line diagram of the

³ See N.J.S.A. 52:27D-141.20; -141.21(h).

⁴ <https://dep.nj.gov/drivegreen/network-service-providers/>

⁵ <https://www.federalregister.gov/documents/2023/02/28/2023-03500/national-electric-vehicle-infrastructure-standards-and-requirements>

electrical wiring, may be required for verification purposes. All ports must meet the federal uptime standards for five (5) years after installation.

Procedure

There is a two-phase application process; Phase 1 and Phase 2 applications are located on the [Program website](#).

- In Phase 1, an Applicant provides details of the intended charger purchase(s) and installation(s), and if approved, incentive funding will be reserved.
 - Eligible L2 charging stations must be purchased, received, and installed prior to submitting the Phase 2 application.
- In Phase 2, an Applicant provides proof of charger purchase(s) and installation(s) and if approved, claim their incentive.
- Completed applications will have funding reserved on a first-come, first-served basis pending successful completion and submittal of the Phase 1 application.
- Payments shall be in the form of a mailed check to the Applicant, based on proof of purchase and installation of an eligible L2 charging station(s). All Applicants will be required to complete and receive approval of a Phase 2 application in order to receive the incentive.

Step 1: Complete the Phase 1 Application Form on the Program webpage.

- If Program funding has been expended, an announcement will be posted on the Program website.

An Applicant should be prepared to provide preliminary information about their project including:

- Number and types of chargers to be installed;
- Site information, such as addresses, site maps, and intended signage; and
- Third-party applicants applying for funds on behalf of the MUD are required to complete the Letter of Authorization form in the Phase 1 application.

Step 2: An Applicant will be notified by CSE via email of the status of their application. An Applicant **may not** complete the purchase of a charging station or undertake construction (i.e., breaking ground on the project site) prior to submitting the Phase 1 application. Placing an order for charging equipment prior to submitting an application is permitted.

Step 3: Work may begin at the time of Phase 1 application submission. An Applicant must purchase EV charging stations before submitting the Phase 2 application. Work performed or purchases made before receiving confirmation that funding has been reserved (i.e., approval of the Phase 1 application) do so at their own risk and are not guaranteed availability of an incentive. Projects must be completed within 365 days of reservation award, or the reservation will be cancelled. An Applicant may request an Extension to the reservation expiration date with the CSE via email.

Step 4: The project must be completed and the chargers fully installed before submitting the Phase 2 application. Complete and submit a Phase 2 application through the Program webpage along with paid invoice(s) and proof of installation for the EV charging station(s) listed on the Phase 1 application.

An Applicant should be prepared to provide:

- Proof of purchase for the incentivized chargers.
- Photos of the completed project.
- Serial Numbers for all incentivized chargers.
- Utility bill, if applying for the make-ready costs in a non-IOU territory.

Step 5: After review and approval of the Phase 2 application and required documents, incentive funds will be disbursed to the applicant via check to the mailing address on file. An Applicant can expect their incentive payment to be mailed within sixty (60) days of notification of approval.

Cancellation Policy

If the Program Administrator determines that an application or its required documents are incomplete, illegible, or missing required information, the Program Administrator will notify the Applicant via email of the action needed to bring the application into compliance. The Applicant then shall have an additional fourteen (14) calendar days from the date of notification to correct any errors or omissions. If the Applicant fails to correct the errors or omissions within the additional fourteen (14) calendar days, CSE will cancel the application. If CSE determines an Applicant is ineligible for reimbursement because the equipment did not qualify for an incentive, CSE will cancel the application and notify the Applicant via email. Applicants are responsible for ensuring that they receive and review these email communications.

Participation in other State and Utility Incentive Programs

An Applicant is not permitted to combine funding/incentives from the NJ DEP It Pay\$ to Plug-In Program for the same charger. If an Applicant has previously received funding from the NJ DEP It Pay\$ to Plug-In Program, documentation showing that the charging equipment detailed in an application for this Program is different from the equipment that received funding through the NJ DEP It Pay\$ to Plug-In Program will be required when an Applicant submits its Phase 2 application.

Please be advised that certain EV charging stations, including those at MUDs, that receive electric utility service from Atlantic City Electric Company (“ACE”), Jersey Central Power and Light Company (“JCP&L”), Public Service Electric and Gas Company (“PSE&G”), or Rockland Electric Company (“RECO”) may be eligible for additional EV charging incentives for installation costs, such as Make-Ready costs, directly from the utility. Projects may be eligible for *both* the incentives offered by this Program *and* incentives offered by ACE, JCP&L, PSE&G, or RECO up to ninety percent (90%) of the total project costs. Please check the respective eligibility requirements of ACE, JCP&L, PSE&G, or RECO before purchasing EV charging equipment, as additional conditions on types of eligible chargers may apply for utility incentives.

ACE EV charging incentive information can be found at: aceevsmart.programprocessing.com

PSE&G EV charging incentive information can be found at: www.pseg.com/ev

JCP&L EV charging incentive information can be found at: www.jcp-l.com/evdriven

RECO EV charging incentive information can be found at: <https://www.oru.com/en/our-energy-future/technology-innovation/electric-vehicles/new-jersey>

Eligible Applicants not in any of the above utility territories may be eligible for Make-Ready incentives through NJ BPU, in the application, entities must identify themselves as in a non-Investor-Owned Utility (“non-IOU”).

General Terms and Conditions

An Applicant certifies that the information provided in an application is true and correct. An Applicant agrees to provide any additional information that NJ BPU may request to confirm the accuracy of the information provided and an Applicant’s eligibility for an incentive. An Applicant acknowledges and understands that obtaining an incentive by submitting intentionally inaccurate information and/or making fraudulent misrepresentations or omissions is strictly prohibited, that any wrongfully obtained incentives must be refunded, and that the Applicant may be subject to additional civil and criminal liability as a result. An Applicant further understands that NJ BPU may report and release information concerning such wrongdoing to state and local law enforcement, the New Jersey Motor Vehicle Commission, and any other appropriate authorities.

An incentive payment shall be paid directly to the Applicant listed on the application. Payment cannot be assigned or transferred. An Applicant is responsible for paying any and all tax liability imposed as a result of receiving an incentive. An Applicant should consult tax advisors concerning the taxability of an incentive, and NJ BPU is not responsible for any taxes imposed on an Applicant as a result of receipt of an incentive.

Neither NJ BPU nor CSE make representations, expressed or implied, regarding the design, construction, reliability, efficiency, performance, operation, maintenance, or use of any vehicle and/or equipment, discussed, selected, rejected, purchased/leased or otherwise considered by an Applicant. Any decisions regarding the selection, design, purchase/lease, use and operation of any vehicle and/or equipment shall be at the sole discretion and are the sole responsibility of an Applicant. Neither NJ BPU nor CSE guarantee energy or bill savings as a result of an incentive.

By submitting an application for the Program, an Applicant agrees to release and hold harmless NJ BPU and CSE, its officers, directors, shareholders, employees and contractors from and against any and all causes of action, damages, losses, claims, expenses, demands, costs (including attorneys’ fees and expenses and all court, arbitration or other dispute resolution costs), or any of them, resulting from, arising out of, or in any way directly connected with the Program, an Applicant’s receipt of an incentive, failure to receive an incentive, any taxes associated therewith, or an Applicant’s vehicle registration or registration status. Neither NJ BPU nor CSE make representations or warranties regarding whether an Applicant will or will not qualify to receive an incentive.

An Applicant agrees that these Terms and Conditions, and all matters rising out of or relating to the Program, whether sounding in contract, tort, or statute are governed by and construed in accordance with the laws of the State of New Jersey.

To appeal the denial of an application, the Applicant must first contact NJ BPU staff at EV.Programs@bpu.nj.gov within forty-five (45) calendar days of the determination regarding the subject of the appeal or dispute. The Applicant shall provide a copy of the letter or other document that is the subject of the dispute and as much other information as possible, including a detailed description of the issue and why the appeal should be granted. NJ BPU staff will consider appeals on a case-by-case basis. BPU has discretion to approve exceptions to the rules established herein on a case-by-case basis in its sole

discretion. After acknowledging the receipt of an appeal, NJ BPU staff will review the submitted documentation and respond as soon as possible. If all attempts to resolve the issue have been exhausted, pursuant to N.J.A.C. 14:1-8.1 et seq., the Applicant may file a petition for a formal hearing with the NJ BPU.



New Jersey Clean Fleet EV and MUD EV Charging Programs

Extension and Appeals Policy

Version One

January 3, 2025

Application Requirements

Eligible Entities are expected to proactively manage their applications, monitor expiration dates, and keep all email addresses used for program communications up to date. Please refer to the Program Terms and Conditions for details on eligibility and other Program requirements. Any questions can be directed to the Program Administrator at njcleanfleet@energycenter.org; for **Clean Fleet applicants**, njmud@energycenter.org for **MUD applicants**, or by phone at (877) 426-2474.

Applicants are expected to purchase all equipment, install and energize their projects, and submit their Phase 2 application before the application's expiration date, 365 days from the date of their Phase 1 approval email. This deadline remains in effect unless an extension is requested and approved in accordance with this Extension and Appeals Policy. This Extension and Appeals Policy may be modified at any time. Updated policies will be shared with applicants should the policy be modified.

Extension Policy

Applicants are expected to work diligently on their New Jersey (NJ) Clean Fleet or MUD installations and notify the Program Administrator as early as possible if their project cannot be completed within the 365-day reservation period. Failure to meet the established deadlines or to receive an extension prior to the expiration date will result in the application being cancelled. Applicants and collaborators must provide the Program Administrator with timely notice of any changes or necessary corrections to their application. Under limited circumstances, applicants may receive a maximum of two (2) six (6) month extensions. **Extensions are not guaranteed and will be granted on a case-by-case basis.**

Permissible extension reasons include the following:

- Supply chain delays for chargers or vehicles, including shipping delays;
- Supply chain delays for critical components for installation, such as transformers;
- Permitting delays;

- Energization delays;
- Inspection delays associated with utilities or municipalities;
- Administrative coordination with Program Administrator; and/or
- Other reasons as determined through appeals process.

To request an extension, an applicant must provide the reason for their request, supporting documentation, and any other relevant information to the Program Administrator at njcleanfleet@energycenter.org or njmud@energycenter.org thirty (30) calendar days in advance of the expiration of the reservation period. The Program Administrator will review a request and issue a decision. If an applicant receives an extension, they will receive up to an additional six (6) months to complete their project. If an applicant seeks a subsequent extension, they must submit a second request.

Appeals Policy

If an applicant is denied an extension, they may appeal the decision by contacting the Program Administrator within thirty days of the extension denial. Applicants may also appeal for additional extensions beyond the allotted two (2) six (6) month extensions. Applicants must provide their original extension request, documentation and justification, and any other relevant information to the Program Administrator at njcleanfleet@energycenter.org or njmud@energycenter.org within thirty (30) calendar days of the extension denial. The Program Administrator and NJ Board of Public Utilities (BPU) will review an appeal and issue a final decision. If an applicant prevails on appeal, their application will be reinstated. **Application reinstatements are not guaranteed and will be granted on a case-by-case basis.**

How to Update Contact Information

If applicants and/or collaborators need to update contact information, the updated contact information should be emailed to the Program Administrator at njcleanfleet@energycenter.org or njmud@energycenter.org. Applicants should notify the Program Administrator of any contact information changes before upcoming deadlines. Applicants are responsible for managing their projects and monitoring communications from the Program Administrator. The applicant organization is expected to internally communicate expiration dates, key deadlines, procedures, and any other program information in the event of project staff turnover.

Any questions can be directed to the Program Administrator at njcleanfleet@energycenter.org for **Clean Fleet applicants**, njmud@energycenter.org for **MUD applicants**, or by phone at (877) 426-2474.