



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

Certification Checklist

I certify that:

- 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.
- I will follow all State and Federal procurement rules which include obtaining a minimum of three bids, selecting the lowest responsive bidder, and having the quotes available for future audit review.
- The charging station(s) will be placed in parking spots restricted to electric vehicle parking only. The parking spots will be designated with appropriate signage and/or floor paint. A single-port charging station must have one EV-only parking spot; a dual-port charging station must have two EV-only parking spots.
- I have a plan to minimize theft of service or vandalism of charging station(s), as applicable.
- I have title ownership to the site or facility where the proposed charging station is being installed; **or**
 - I have attached written approval for charging station installation and use for a minimum of 3 years from the title owner of the property; **or**
 - I will submit within 21 days written approval for charging station installation and use for a minimum of 3 years from the title owner of the property.
- For charging stations associated with a car-sharing program:
 - I have attached written documentation indicating that car-share vehicles have been secured or will be secured by the date of installation of the charging stations; **or**
 - I will submit within 21 days written documentation indicating that car-share vehicles have been secured or will be secured by the date of installation of the charging stations.
- The charging station(s) will be kept operational and in service for a minimum of three years.
- I have identified the party responsible for maintenance and repair of the charging station.
- For workplace chargers only: I will fill out and submit the Annual Survey from the NJDEP on basic charging station usage and electric vehicle commuting for a minimum of three years. I understand that the NJDEP is primarily interested in how much the charging stations are being used, the costs to operate them, and how many commuting miles are being satisfied by workplace charging.
- 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.

(continued on next page)



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.