



# THE STATE OF NEW JERSEY BUSINESS ASSISTANCE GUIDE

PREPARED BY:

**NEW JERSEY**  
**BUSINESS ACTION CENTER**

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PORTUGUESE AMERICAN CHAMBER OF COMMERCE	
NEW JERSEY TECHNOLOGY COUNCIL	

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BIONJ

STATEWIDE HISPANIC CHAMBER OF COMMERCE

AFRICAN AMERICAN CHAMBER OF COMMERCE

NEW JERSEY CHINESE AMERICAN CHAMBER OF COMMERCE

ASIAN AMERICAN CHAMBER OF COMMERCE

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## *Small & Mid-Sized Business Assistance Programs*

### **1. Premier Lender Program**

The Premier Lender Program creates new opportunities for small businesses and EDA's lending partners by providing low-costs financing opportunities with faster turnaround.

#### **Benefits for Businesses:**

- Access to low-cost financing that includes NJEDA loan participation and/or guarantees, and line of credit guarantees.
- Financing can be used for fixed assets or term working capital.
- Attractive interest rates and terms.

#### **Benefits for Participating Lenders:**

Provides lenders with more flexibility by reducing the lender's overall exposure.

- Faster turnaround on requests including:
  - Approval or rejection of applications in 3-5 business days.
  - Written commitment letter issued within two days of approval.
  - Upon notice, closing may occur within three business days.

#### **Program Details:**

In partnership with NJEDA Premier Lender banks, NJEDA can provide the following loan participations/guarantees and line of credit guarantees:

- Up to 50% of the bank loan amount for fixed asset loans; maximum NJEDA participation of \$2,000,000; maximum NJEDA guarantee of \$1,500,000; total NJEDA exposure not to exceed \$2,750,000.
- Up to 50% of the bank loan amount for working capital loans; maximum NJEDA participation of \$750,000; maximum NJEDA guarantee of \$1,500,000; total NJEDA exposure not to exceed \$2,250,000.
- Guarantee of up to 50% of the bank line of credit amount; not to exceed \$750,000.

#### **Eligibility Requirements:**

Business applicants looking to qualify for a loan from a Premier Lender must\*:

- Be in operation for at least two full years.
- Commit to creation or retention of one new, full-time job for every \$65,000 of NJEDA exposure within two years.
- 1.1X Debt Service Coverage Ratio
- 100% loan-to-value for real estate and 90% for equipment

\* *Other credit criteria apply*

Fees apply and are non-refundable.





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Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the State of New Jersey's Premier Business Services (PBS) portal online.

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

*Please note: It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to NJEDA at time of closing, NJEDA will not proceed with closing.*

To learn more about the Premier Lender program or other products and services, contact us today at 866-534-7789.

[https://www.njeda.com/financing\\_incentives/Programs/Premier-Lender-Program](https://www.njeda.com/financing_incentives/Programs/Premier-Lender-Program)

### Premier Lenders List

The EDA is pleased to offer this listing of participating financial institutions that it partners with to provide access to capital to businesses throughout New Jersey. Please note that the information listed should be used as a reference tool only. Contact the NJEDA at 866-534-7789 for more information or to verify your bank's status.

Atlantic Stewardship Bank  
BB&T  
Bank of America  
Columbia Bank  
ConnectOne Bank  
Fulton Bank of New Jersey  
Investors Bank  
JPMorgan Chase  
Lakeland Bank

M&T Bank  
Newfield National Bank  
OceanFirst Bank  
Peapack-Gladstone Bank  
PNC  
Republic Bank  
Santander Bank  
Sterling National Bank  
Sturdy Savings Bank

TD Bank  
The Bank of Princeton  
The Provident Bank  
TriState Capital Bank  
Two River Community Bank  
Valley National Bank  
Wells Fargo

as of 4/8/2019

## 2. Direct Loans

New Jersey businesses in need of financing and committed to job creation/retention may be eligible for direct loans through the EDA when conventional financing is not available.

For businesses that are unable to obtain bank financing on their own, direct loans are available up to \$2,000,000 for fixed assets, i.e. buildings and machinery and equipment, and \$750,000 for working capital to cover salaries and inventory. Loan terms are up to 10 years with an amortization period of up to 15 years for real estate transactions and up to 5 years, or the useful life, for equipment. Working capital loan terms are up to 5 years. The EDA interest rate has a floor of 3% and projects will be scored based on risk, public purpose and length of amortization. Variable and fixed rates are available ranging





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from the 5-year Treasury rate plus 1% to the 5-year Treasury rate plus 5%, with a floor of 3%, for a period of 5 years. Fixed interest rates are reset every 5 years.

### Dollar Amount:

- Up to \$2 million for fixed assets \*
- Up to \$750,000 for working capital

### Uses:

- Fixed assets or working capital

### Benefits:

- Lower interest rates
- Longer terms

### Eligibility:

Businesses must commit to the creation or retention of one full-time job for every \$65,000 of NJEDA exposure within two years.

### Terms:

Based on the 5-year US Treasury or floor of 2%, whichever is higher, with basis point additions for credit risk.

Fees apply and are non-refundable.

Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

**Please note:** It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to EDA at time of closing, EDA will not proceed with closing.

\* Pursuant to P.L.2017, c.261, direct loans of up to \$3 million may be available to qualified businesses in targeted urban centers, regional centers, and metropolitan planning areas.

[https://www.njeda.com/financing\\_incentives/programs/direct\\_loans](https://www.njeda.com/financing_incentives/programs/direct_loans)

## 3. Access Program

Access is a pilot lending program that provides financing to small businesses in New Jersey - either in the form of direct loans through EDA, or through loan participations/guarantees in partnership with an



## EDA Premier Lenders.

Access is different from other EDA financing programs in that it provides greater flexibility to borrowers by placing greater emphasis on the borrower's cash flow and less emphasis on hard collateral.

### **Program Details:**

In partnership with EDA Premier Lender banks, EDA can provide the following loan participations/guarantees:

- Up to 50% of the bank loan amount for fixed asset loans; maximum EDA participation or guarantee of \$1,000,000 with total EDA exposure not to exceed \$1,500,000.
- Up to 50% of the bank loan amount for working capital loans; maximum EDA participation or guarantee of \$500,000 with total EDA exposure not to exceed \$1,500,000.

EDA can also offer the following direct loans:

- Up to \$500,000 for fixed assets with total EDA exposure not to exceed \$750,000
- Up to \$250,000 for term working capital with total EDA exposure not to exceed \$750,000

### **Eligibility Requirements:**

Business applicants looking to qualify for a loan from Access must\*:

- Be in operation for at least two full years.
- Commit to creation or retention of one new, full-time job for every \$65,000 of EDA exposure within two years.
- 1.25X Debt Service Coverage Ratio over the past two years.
- Collateral will be a lien on assets purchased for fixed financing and a lien on all business assets for working capital financing.
- Loan to value may be greater than 100% for real estate and 90% for equipment based on other underwriting criteria.
- FICO score of 50% of the personal guarantors must be 700.
- Other credit criteria apply

Interest rates and borrower fees apply.

[https://www.njeda.com/financing\\_incentives/small\\_midsize\\_business/Access](https://www.njeda.com/financing_incentives/small_midsize_business/Access)

## **4. Small Business Fund**

Creditworthy small, minority-owned or women-owned businesses in New Jersey that have been in operation for at least one full year and may not have the ability to get bank financing, or not-for-profit corporations that have been operating for at least three full years, may be eligible for assistance under the Small Business Fund.

### Program Details:

An expedited approval process provides financial assistance to qualified businesses through direct loans, participations or guarantees with a fixed interest rate.



### Dollar Amount:

- Small businesses: Up to \$500,000
- Not-for-profits: Up to \$500,000 with 1.0X historical debt service coverage

### Uses:

- Fixed assets or working capital

### Benefits:

- Expedited approvals
- Fixed interest rates

Fees apply and are non-refundable.

Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

**Please note:** It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to EDA at time of closing, EDA will not proceed with closing.

[https://www.njeda.com/financing\\_incentives/programs/small\\_business\\_fund](https://www.njeda.com/financing_incentives/programs/small_business_fund)

## 5. Bond Financing

Creditworthy manufacturing companies, 501(c)(3) not-for-profit organizations, and exempt facilities in New Jersey may be eligible for long-term financing under the Bond Financing Program.

### Dollar Amount:

- \$500,000 to \$10 million in tax-exempt bonds for for-profit companies, up to 20 years for real estate and 10 years for equipment
- \$500,000 with no dollar limit in tax-exempt bonds for qualified not-for-profit organizations

### Uses:

- Capital improvements and expansions
- Land and building acquisitions, new construction and renovations, and equipment purchases
- Projects owned and operated for local, county and state government bodies
- Working capital and debt refinancing

### Benefits:



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- Longer terms
- Lower cost
- Fixed or variable interest rates

### Eligibility:

Through a federally authorized program, the EDA issues conduit tax-exempt private activity bonds, the proceeds of which are used to provide financing. Borrowers must meet the eligibility requirements outlined in the Internal Revenue Code (IRC) in order to qualify for tax-exempt bond financing, including:

### Manufacturing/processing facilities:

- Governmentally owned public airports, docks, wharves
- Facilities that furnish water, electric, and gas; sewer facilities; and solid waste disposal, including certain recycling facilities
- Certain facilities for governmental bodies, which qualify as tax-exempt governmental obligations
- Certain not-for-profit 501(c)(3) entities, including service organizations, educational institutions and health care facilities
- Certain assisted living facilities, which qualify as residential rental projects.
- Taxable bonds are also available for a wide variety of businesses, such as manufacturing, commercial, warehouse, and distribution, etc. Taxable bonds offer similar flexibility in structuring rates and terms but are not subject to the restrictions placed on tax-exempt financing under the IRC.

Bonds are sold via direct purchase or public offering. A financial intermediary, typically a bank, will directly purchase bonds from the EDA once it has performed a credit review on the applicant's project. The bank sets the interest rate, terms and other financial details. In a public offering, bonds are purchased by an underwriter and sold to private investors in the public marketplace and may be structured with a bank's commitment to provide a letter of credit (LOC) or a municipal bond insurance policy. Market conditions will determine the interest rate, while the bond's terms and other financial details are set by the LOC provider.

Fees apply and are non-refundable.

Division of Taxation Tax Clearance Certificate required. Certificates must be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

**Please note:** It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to EDA at time of closing, EDA will not proceed with closing.

[https://www.njeda.com/financing\\_incentives/programs/bond\\_financing](https://www.njeda.com/financing_incentives/programs/bond_financing)



## 6. Small Business Lease Assistance Program

The Small Business Lease Assistance Program offers reimbursement of a percentage of annual lease payments to for profit businesses and non-profit organizations in eligible areas that plan to lease between 500 – 5,000 square feet of new or additional market-rate, first-floor office, industrial or retail space for a minimum 5-year term.

### Incentive Type and Amount:

Reimbursement of a percentage of annual lease payment (for 2 years of a 5 or 10-year lease) administered as follows:

- Year 1: 15% of annual lease payment
- Year 2: 15% of annual lease payment

The Lease Assistance payment, when combined with any other governmental grants received by the applicant, cannot exceed 80% of the annual lease payment.

### Program Requirements:

- A limit of one Lease Assistance grant will be approved per applicant (or related entity) over the 3-year life of the pilot program. Applicants that have been approved for a GSGZ Business Improvement Incentive are not eligible for Lease Assistance, and vice versa.
- Applicant must be planning to lease between 500 s.f. – 5,000 s.f. of new or additional first-floor, market-rate office, industrial and retail space in an eligible area for a minimum 5-year term. As this is an incentive program, no award will be made for leased space that has already been executed prior to application.
- An entity leasing more than 5,000 s.f. is eligible for Lease Assistance, but only the first 5,000 s.f. of space will be reimbursed.
- Applicants or related entities operating within a facility that has received incentives through Grow NJ or ERG are not eligible.
- Applicant must certify that they are not in default of any other EDA financing.
- High Tech and Business Incubator members in Not for Profit facilities would not be eligible for independent lease incentives (operators are eligible.)

### Funding Disbursement:

The Small Business Lease Assistance Program is a performance-based incentive program. This means that no funding is immediately disbursed upon application approval, but rather until evidence is demonstrated that the grant terms have been met. This includes:

- Certification from the landlord that the lease agreement is not in monetary or material default and that the applicant occupied and operated from the location for the full year under which reimbursement is being requested.



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- Certification that the Lease Assistance, when combined with other governmental grants, does not exceed 80% of annual lease payment.

### Eligible Areas:

EDA has worked with the eligible cities to determine areas within the city that are eligible for the incentive. Please contact the Program Representative listed below to determine if your project location is eligible.

#### Atlantic City:

James M. Rutala, PP, AICP, MBA  
[jmrutala@comcast.net](mailto:jmrutala@comcast.net)  
609-743-0354

#### Camden:

Joe Thomas  
Economic Development Rep.  
Department of Development and Planning  
520 Market Street, City Hall – Suite 218  
Camden NJ, 08101  
856-968-3531  
[Jothomas@ci.camden.nj.us](mailto:Jothomas@ci.camden.nj.us)

#### Millville:

Don Ayres  
MURC  
609-675-1593  
[donsayres@gmail.com](mailto:donsayres@gmail.com)

#### Passaic:

Soraya Stam  
UEZ Coordinator-City of Passaic  
330 Passaic Street  
Passaic, NJ 07055  
973-365-5500  
[sstam@cityofpassaicnj.gov](mailto:sstam@cityofpassaicnj.gov)

#### Phillipsburg

Samuel Cappello  
908-454-5500 ext. 439 (work)  
[scappello@phillipsburgnj.org](mailto:scappello@phillipsburgnj.org)

#### Salem

Chris Davenport

#### Bridgeton

Kevin Rabago  
Director for Community Development  
856-451-3407 ext. 1  
[rabagok@cityofbridgeton.com](mailto:rabagok@cityofbridgeton.com)

#### Jersey City:

Florence Baron  
201-284-9478  
[fbaron@jcedc.org](mailto:fbaron@jcedc.org)

#### Mt. Holly:

Joshua Brown  
Township Manager  
609-845-1163  
[jbrown@twp.mountholly.nj.us](mailto:jbrown@twp.mountholly.nj.us)

#### Paterson:

Penni Forestieri - UEZ Director  
125 Ellison Street, 4th Floor  
Paterson, NJ 07505  
973-321-1220 Office  
[pforestieri@patersonnj.gov](mailto:pforestieri@patersonnj.gov)

#### Plainfield

Jeannette Aparicio  
908-753-3218  
[jeannette.aparicio@plainfieldnj.gov](mailto:jeannette.aparicio@plainfieldnj.gov)

#### Trenton:

Eric Maywar, Economic Development Specialist  
City of Trenton  
319 East State Street  
609-989-3529  
[emaywar@trentonnj.org](mailto:emaywar@trentonnj.org)





(856) 935-8800

[chris@sailemcitynj.com](mailto:chris@sailemcitynj.com)

Vineland

Sandra Forosisky

Director Econ. Dev.

856-794-4000 ext. 4623

[sforosisky@vinelandcity.org](mailto:sforosisky@vinelandcity.org)

Fees apply and are non-refundable.

Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

**Please note:** It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to EDA at time of application, EDA will not proceed with approval.

[https://www.njeda.com/financing\\_incentives/small\\_midsize\\_business/Garden-State-Growth-Zone-Business-Lease-Incentive](https://www.njeda.com/financing_incentives/small_midsize_business/Garden-State-Growth-Zone-Business-Lease-Incentive)

[Small Business Lease Assistance Program Brochure](#)

## 7. CDFI Loan to Lender Program

Through the CDFI Loan to Lender Program, NJEDA provides financing to qualified Community Development Financial Institutions (CDFIs), for the purposes of administering term loans or lines of credit to qualified micro-enterprises and small businesses, some of which may not be able to secure traditional bank financing.

### Interest Rate and Terms:

- 20 year term
- Interest Rate:
  - Years 0-2: 0%
  - Years 3-7 (Interest Only): 2%
  - Years 8-20 Fully amortized w/ quarterly payments P&I payments): 2%
- Application Fee: \$1,000
- Commitment Fee: 0.875% of the loan amount
- Closing Fee: 0.875% of the loan amount





Fees apply and are non-refundable.

Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

**Please note:** It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to EDA at time of closing, EDA will not proceed with closing.

For more information on the CDFI Loan to Lender Program, please contact NJEDA Customer Care at 609-858-6767.

[https://www.njeda.com/financing\\_incentives/small\\_midsize\\_business/CDFI-Loan-to-Lender-Program](https://www.njeda.com/financing_incentives/small_midsize_business/CDFI-Loan-to-Lender-Program)

### 8. Premier CDFI Program

Through the Premier CDFI Program, NJEDA can provide small businesses with loan participations, loan guarantees, and line of credit guarantees in partnership with designated Premier Community Development Financial Institutions (CDFIs).

#### Program Details:

In partnership with Premier CDFIs, NJEDA can provide qualified small businesses or not-for-profits financing in the form of a participation, guarantee or direct loan of up to \$500,000 of NJEDA exposure, not to exceed 50% of the loan amount. Financing can be used by businesses for fixed assets or term working capital.

#### Eligibility Requirements:

Businesses looking to qualify for a loan from a Premier CDFI must\*

- Be in operation for at least one full year, or three years for not-for-profits.
- Commit to creation or retention of one new, full-time job for every \$65,000 of NJEDA exposure within two years.
- Businesses/Not-for-Profits must meet minimum Guarantor Credit Score and LTV Requirements, based on the type of applicant and financing detailed below:
  - Loans: Minimum of one personal guarantor with a credit score greater than or equal to 680, must have minimum historical debt service of at least 1:1.
  - Guarantees: Minimum of one personal guarantor with a credit score greater than or equal to 680, guarantee not to exceed 50% of the CDFI loan amount, length of guarantee not to exceed five years.



- Not-for-Profits: Debit service coverage of at least 1:1.

For more information on becoming a Premier CDFI, please contact NJEDA Customer Care at 609-858-6767.

[https://www.njeda.com/financing\\_incentives/small\\_midsize\\_business/Premier-CDFI-Program](https://www.njeda.com/financing_incentives/small_midsize_business/Premier-CDFI-Program)

## 9. Small Business Services - [https://www.njeda.com/small\\_midsize\\_business/services](https://www.njeda.com/small_midsize_business/services)

The NJEDA is committed to creating an environment where small businesses can thrive, and has a dedicated team that works closely with New Jersey's entrepreneurs and small businesses, with a focus on more comprehensively assisting historically underrepresented firms and underserved communities.

Christina Fuentes  
Director of Small Business Services

Anthony Martinez, South Region  
Sr. Small Business Liaison Officer  
609-858-6086  
*se habla español*

Ken Hart, North Region  
Small Business Liaison Officer  
609-858-6661

For more information or to ask a specific question please send an email to [smallbusinessservices@njeda.com](mailto:smallbusinessservices@njeda.com) and a team member will reach out to you.

[https://www.njeda.com/small\\_midsize\\_business/services](https://www.njeda.com/small_midsize_business/services)

### • Low Cost Financing

NJEDA offers small businesses a variety of low-cost financing options including direct loans, loan participations and guarantees, line of credit guarantees and tax-exempt bond financing.

Small businesses can use NJEDA financing for fixed assets or working capital.

Recent enhancements through the Access Program provide more flexibility to small businesses by placing greater emphasis on the borrower's cash flow and less emphasis on hard collateral.

### • Lease Incentives

In targeted areas of the state, NJEDA provides grant funding to help small businesses lease new or additional space.



- **Industry Specific Programs**

For technology and life sciences businesses, NJEDA has resources customized to those industries including matching loan programs, tax incentives, real estate, and networking opportunities with the investment community.

- **Technical Assistance**

NJEDA helps New Jersey's entrepreneurs and small businesses start, run, and grow by providing access to technical assistance services including entrepreneurial assessment tools, market opportunity analysis, training and mentoring, and assistance with identifying resources and funding opportunities.

- **Microlenders and Community Development Financial Institutions (CDFIs)**

NJEDA makes capital available to financial intermediary organizations who can effectively reach small businesses in local markets, including micro-lenders and CDFIs. These organizations have the ability to offer term loans and lines of credit to micro-enterprises and small businesses not qualified for traditional bank financing.

Small businesses who are in need of a microloan are encouraged to click on the links to learn more about these organizations.

### **UCEDC**

A statewide, not-for-profit economic development corporation dedicated to assisting and financing small businesses and minority- and women-owned enterprises. Access to capital is often a small business owner's greatest challenge and UCEDC offers a variety of financing options when conventional lending sources are not available. With loans ranging from \$500 to \$5 million, including microloans, SBA 7a, and SBA 504 loans, UCEDC will work with start-up and established businesses to find the right financing solution.

### **Cooperative Business Assistance Corporation (CBAC)**

CBAC is a non-profit, public-private partnership created in 1987. Established to encourage the growth and stability of the small business sector, CBAC facilitates opportunities for banks to make business loans in the City of Camden, New Jersey, Philadelphia, Pennsylvania, and the six counties located in Southern New Jersey. CBAC offer loans to businesses for as little as \$1,000 to as much as \$2,000,000 through various loan and guaranty programs.

### **Greater Newark Enterprises Corporation (GNEC)**

GNEC provides financial assistance and training to small businesses, businesses owned by women, low-income individuals, and minorities for the purpose of encouraging entrepreneurship.



## **New Jersey Community Capital (NJCC)**

New Jersey Community Capital is a 501(c)(3) nonprofit CDFI that provides innovative financing and technical assistance to organizations that support housing and sustainable community development ventures that increase jobs, improve education and strengthen neighborhoods. NJCC offers loan capital that is broader than bank lending to results-oriented, socially responsible organizations that are committed to creating positive change in low-to-moderate income communities throughout New Jersey.

## **Regional Business Assistance Corporation (RBAC)**

RBAC is a private non-profit organization formed in 1981 to provide loans to both new and existing small businesses in New Jersey. RBAC's mission is to provide loan capital and business mentoring to small business owners that cannot access more conventional bank financing. All RBAC loan programs can be, and often are used in partnership with other lenders for larger loan amounts.

## **10. Technical Assistance Partners**

In addition to the funding NJEDA administers as loans and loan guarantees to New Jersey small businesses, NJEDA also partners with several organizations that provide a wide array of services to New Jersey small businesses and entrepreneurs.

Expert staff at these organizations provide support and guidance in a variety of areas including: technical assistance, mentoring/coaching, financing, government contracting assistance, technology commercialization and international trade facilitation. Our partners offer focused outreach to minority- and women-owned businesses and many of their programs are free of charge.

Click on the links below or in the navigation at the left to learn more.

## **UCEDC**

UCEDC offers intensive six-week workshops throughout the year at various locations in New Jersey, with curriculum tailored specifically to start-ups or established businesses. Start-up entrepreneurs are guided through a personal business-readiness assessment and the basics of starting a business in New Jersey. Owners of established businesses are helped to challenge their status quo and bring their operations to the next level.

## **New Jersey Small Business Development Centers (NJSBDC)**

The NJSBDC network, comprised of 11 centers across the state, provides comprehensive services and programs for small business in New Jersey. NJSBDC expert staff and practicing business consultants help established small business owners and aspiring entrepreneurs to develop business plans and marketing strategies, learn accounting and financial analysis, find capital financing, identify new markets, and expand their operations. NJSBDC provides one-to-one management consulting and



counseling, training, loan packaging services and specialized assistance in procurement, technology commercialization, E-Business presence, and international trade.

## **11. Small Business Bonding Readiness Assistance Program**

New Jersey Economic Development Authority (NJEDA) has partnered with The African American Chamber of Commerce of New Jersey (AACCNJ) and Minority Business Development Institute (MBDI) for the Small Business Bonding Readiness Assistance Program. MBDI, the program administrator, specializes in Capacity Building Solutions for Small, Minority, Woman, and Veteran-Owned Construction Firms in the areas of Bonding & Insurance, Community Outreach, Capital Management, Compliance & Monitoring, Capacity Building Programs, Back Office Services and Construction Management. The program is designed to help construction business needs, providing comprehensive technical assistance, supportive services and access to capital. The goal is to have more qualified small firms bidding and working on public work and state contracts.

MBDI has mentored 288 firms in capacity building programs, 181 Financial Education Classes. We have streamed 42 Quickbooks webinars and conducted 1,450 hours of personalized One-on-One assessments and helped firms to qualify for almost \$187 million in surety credit, writing bonds as small as \$50,000 and as large as \$20 million with the world's largest A+ rated sureties.

### **Classroom Training**

Eighteen courses will help you develop your skills in a range of topics including accounting and finance, operations, contract law and avoiding construction fraud, optimizing your bond line, estimating and working with construction documents. These courses will help you to manage and sustain increased capacity. The program will offer live, live-streamed, and recorded classes, along with one-on-one technical assistance throughout all areas of NJ. We will apply tools and technology to work with the demanding lives of NJ contractors. QuickBooks Training, Six QuickBooks webinars will help you to develop and strengthen your firm's internal accounting system which is the backbone of any business and must be solidified in order for your business to be sustainable. You will be eligible for an assessment of your current accounting system, or assistance setting up a new system to make sure that you have a solid platform for growth and are managing your profits properly.

### **One-on-One Consulting Services**

You will receive 10 sessions of consulting with a construction industry expert to help you to develop and execute your vision. No other mentorship program brings this level of significant resources to you! One-on-ones will commence immediately upon your acceptance into the program.

<https://njbondreadinessprogram.bondingportal.com/njedaWebApp/landing/?page=1>

## **12. UCEDC Programs for Small Business**

### **Microloans – up to \$50,000**



## Business Assistance Guide

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UCEDC's Microloan Program offers fixed-rate (5.25% – 8.25%, lower rates may be available for women-owned businesses), six-year loans with as little as 10% down for start-up and existing businesses in New Jersey, NYC and certain areas in NY and PA. Businesses in operation for less than two years can borrow a maximum of \$35,000; older business with a profitable operating history are eligible for up to \$50,000. There are no pre-payment penalties.

Microloan funds can be used for a broad array of business purposes, including purchasing equipment, fixtures or inventory; working capital; or making renovations on privately owned commercial real estate.

### **Child Care Loans**

UCEDC's 'First Steps' child care loan program provides short term loans to both home and center-based child care operations in New Jersey, including centers operated by non-profit organizations. Funding is available for both start-up and existing centers. Funds may be used for supplies or equipment; staff training or conferences; health and safety needs; specialized curriculum, such as High Scope; expansions or renovations to non-leased property; or a portion of working capital.

### **Debt Refinancing Loan Program**

The UCEDC offers loans to refinance existing business-related debt. Loans range from \$5,000 to \$20,000 to reduce or eliminate business-related debt from credit card use, equipment leases or prior business loans. Interest rates on the loan are prime + 4% and terms can range from 12 to 48 months.

### **SBA 7(a) Community Advantage Loans – up to \$250,000 (SBA)**

UCEDC is one of a select group of lenders in the nation to provide this financing program, designed to encourage business growth and job creation. Our long-term loans (10-20 years) of up to \$250,000 are available to start-up (in operation less than two years) and existing businesses in New Jersey, NYC, and certain areas of NY and PA and feature flexible collateral requirements. Interest rates are Prime + 3% – 5%, with as little as 10% down.

Funds can be used for a wide variety of purposes including working capital; furniture/fixtures, machinery and equipment; land acquisition for commercial purposes; construction or renovation for privately owned commercial properties; leasehold improvements; and business acquisition.

<https://ucedc.com/loans/sba-community-advantage-7a-loans/>

### **SBA 504 Commercial Real Estate and Major Equipment Loans – up to \$5 million (SBA)**

This program provides start-up and established New Jersey businesses with the opportunity to purchase, construct or improve their own building or purchase major equipment through long-term (10-25 years), fixed rate financing (current rates are approximately 5.25%).





## Business Assistance Guide

UCEDC works in partnership with commercial lenders to structure financing that typically calls for only a 10% contribution from the borrower. Soft costs and closing costs can be rolled into the loan, maximizing cash flow that can be invested back into the business.

UCEDC's portion of the financing represents a maximum of 40% of the total (up to \$5 million), with 10-25 year terms.

<https://ucedc.com/loans/loan-products/>

### 13. New Jersey Small Business Development Centers (SBDC) – [www.njsbdc.com](http://www.njsbdc.com)

SBDCs provide free consulting services to established small business owners, start-ups, and aspiring entrepreneurs. SBDC consulting typically starts with an in-person meeting at one of 11 regional centers. Services include business plan review, support for e-commerce, international trade, government procurement, manufacturing and technology commercialization.

Atlantic/Cape May/ Cumberland	Carol Waties Regional Director	Stockton University <a href="#">NJSBDC @ Stockton University</a>	609-626-3389
Bergen	Vincent Vicari Regional Director	Ramapo College of New Jersey <a href="#">NJSBDC @ Ramapo College of New Jersey</a>	201-684-7135
Burlington/Camden/ Gloucester/Salem	Robert Palumbo Regional Director	Rutgers University – Camden <a href="#">NJSBDC @ Rutgers University – Camden</a>	856-225-6221
Essex	Dr. Tendai Ndoro Regional Director	Rutgers University – Newark <a href="#">NJSBDC @ Rutgers University – Newark</a>	973-353-5950
Hudson	Gail A. Marquis, Regional Director	New Jersey City University <a href="#">NJSBDC @ New Jersey City University</a>	201-200-2156
Hunterdon/Somerset	Bill Harnden Regional Director	Raritan Valley Community College <a href="#">NJSBDC @ Raritan Valley Community College</a>	908-526-1200 Ext 8516
Mercer	Lorraine Allen Regional Director	The College of New Jersey <a href="#">NJSBDC @ The College of New Jersey</a>	
Middlesex	Elayne McClaine Regional Director	Rutgers University – New Brunswick <a href="#">NJSBDC @ Rutgers University – New Brunswick</a>	848-445-8790





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Monmouth/Ocean	Jackeline Mejias-Fuertes Regional Director	Brookdale Community College <a href="#">NJSBDC @ Brookdale Community College</a>	732-842-8685
Morris/Sussex/Warren	Dolores Stammer Regional Director	Northwest Jersey <a href="#">NJSBDC of Northwest Jersey</a>	908-269-8475
Passaic	Kate Muldoon Regional Director	William Paterson University <a href="#">NJSBDC @ William Paterson University</a>	973-321-1378
Union	David Margulies Regional Director	Kean University <a href="#">NJSBDC @ Kean University</a>	908-737-4220

### 14. US Small Business Administration - [www.sba.gov](http://www.sba.gov)

#### 504 Loans

Financing for fixed assets including real estate and machinery and equipment, for companies with a net worth not to exceed \$7 million or whose average profit after tax does not exceed \$2.5 million for the past two years. SBA loans (debentures) can comprise up to 40% of the total financing and may participate up to \$5.5 million for a manufacturing company. SBA loans can comprise 40% of the total financing, up to \$5 million for women, minority or veteran owned businesses, and up to \$5 million for companies that fall into other categories. The bank provides financing for 50% of the total loan, and the company provides 10% equity. The term of the SBA portion of the loan is 10 years on machinery and equipment or 20 years on real estate and is subordinated to the bank loan. The interest rate of the SBA portion of the loan is set at the prevailing SBA rate at the time of closing. Loans are packaged by Certified Development Companies licensed by the US SBA.

#### 7 (a) Loans

SBA loan guarantee for companies purchasing real estate, machinery and equipment, inventory and working capital. The SBA can provide a 90% guarantee on loans up to \$150,000 and 75% on loans over \$150,000. The maximum loan guarantee for working capital is \$1 million and for fixed asset loans up to \$1.5 million. Loan terms are up to 10 years for working capital, and up to 25 years for fixed assets.

#### SBA Express

This program provides a loan guarantee up to 50% for companies purchasing real estate, machinery and equipment, inventory, refinance old debt, and working capital. Loans may also be used as a term loan or as a revolving line of credit. The maximum loan amount is \$350,000 with terms of 5-10 years on working capital, 25 years on fixed assets, not to exceed the life of the asset, and no more than 7 years on a revolving line of credit. On loans of \$50,000 and under a maximum interest rate of 6.5% over prime applies and on loans over \$50,000 a maximum interest rate of 4.5% over prime applies.

#### Small Business Investment Company Program



There are a variety of alternatives to bank financing for small businesses. The Small Business Investment Company (SBIC) program fills the gap between the availability of private capital and the needs of small businesses for growth capital. Licensed and regulated by the U.S. Small Business Administration, SBIC's are privately owned and managed investment funds that make capital available to qualifying U.S. small businesses at attractive rates. Some SBIC's invest in a particular field or industry while others invest more generally. For more information, visit <http://www.sba.gov/inv>.

## 15. EB-5 Program

The New Jersey EB-5 Regional Center (NJEB5RC) is a lender providing commercial loans for new construction projects that create jobs. Approved by the United States Immigration and Citizenship Service (USCIS), the company was created by experienced real estate, finance and development professionals with lengthy and successful track records.

We are a highly competitive, flexible, non-institutional source of senior, secondary, or mezzanine financing for new commercial construction projects in the private and public sectors.

Our focus is to identify creative financing alternatives for commercial developers while providing immigrant investors a vehicle for obtaining permanent resident status in the United States.

Our background covers every aspect of the finance, development, and ownership of real estate, with experience at evaluating and structuring funding for projects in the real estate markets of New Jersey and Pennsylvania.

Josephine Wang  
JosephineW@NJEB5.com  
(215) 651-2356  
New Jersey EB-5 Regional Center  
255 South 17th Street, 20th Floor Philadelphia, PA 19103

<http://www.njeb5.com/>

## 16. SCORE – Service Corps of Retired Executives

SCORE is a nonprofit association dedicated to educating entrepreneurs and helping small businesses start, grow, and succeed. SCORE is a resource partner with the U.S. Small Business Administration (SBA), and has been mentoring small business owners for decades. SCORE is a network of 13,000+ volunteers who offer small business entrepreneurs confidential business counseling services at no charge. Score offers local workshops and events and on-line workshops. Go to [www.score.org](http://www.score.org) for more information or to find the closest location.

## 17. Women's Business Centers



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The Women's Business Center (WBC) Program is a network of approximately 110 community-based centers, which provide business training, counseling, mentoring and other assistance geared toward women, particularly those who are socially and economically disadvantaged. New Jersey's WBC:

Women's Center for Entrepreneurship Corp.  
at Peapack-Gladstone Bank  
311 Main Street, 2nd Floor  
Chatham, NJ 07928  
Phone: 973-507-9700  
Executive Director, Rana Shanawani  
[rshanawani@wccnj.org](mailto:rshanawani@wccnj.org)

Latin American Economic Development Association  
433 Market Street, 2nd Fl., Suite 202  
Camden, NJ 08102  
(856) 338-1177  
Website: <http://www.laeda.com/>

### 18. Business Action Center (BAC) - <http://www.state.nj.us/njbusiness/>

If you are starting a business, the Business Action Center (BAC) can help. Visit the BAC's website (noted above) for links and more information on: licenses and permits, growing your existing business, tax center, financing and incentives, workforce, registering and naming businesses, employer responsibilities, business basics and types.

### 19. New Jersey Business Portal

Please visit the [State of New Jersey Business Portal](http://www.state.nj.us/njbusiness/) for more information on:

[Starting a Business](#)

[Registering a Business](#)

[Starting a Business Checklist](#)

[License and Certification Guide](#)

[State Contracting](#)

[Forms](#)

### 20. BAC Helpline – 1-800-JERSEY7

The Helpline operates, within the Business Action Center (BAC), to provide guidance to those starting a business and firms growing or planning a move. The Helpline provides the answers to all business-related questions for doing business in New Jersey. Agents are available Monday through Friday from 8:00 am to 5:00 pm.

### 21. Registering a Business in New Jersey

Anyone establishing a business in NJ must register with the NJ Division of Revenue. Registration is required to be filed at least 15 business days prior to the day the business opens. Individuals registering a business should obtain a NJ Business Registration Package from the NJ Department of the Treasury, Division of Revenue. The package contains information and forms needed to register a business. By completing and filing a NJ-REG with the Division of Revenue, a business will be registered for applicable taxes and related liabilities. To register a business visit [www.state.nj.us/treasury/revenue/](http://www.state.nj.us/treasury/revenue/).



## 22. Small Business Innovation Research (SBIR) Program

The SBIR program encourages small businesses to advance their technical potential from funds committed by federal agencies with large extramural research and development budgets. The SBIR program serves to fund the critical startup and development stages for a technology and encourages commercialization of the technology. Each year, 11 federal departments and agencies are required to reserve 3.2% of their extramural R&D funds for awards through the SBIR program: Agriculture; Commerce; Defense; Education; Energy; Health and Human Services Homeland Security; Transportation; Environmental Protection Agency; National Aeronautics and Space Administration; and National Science Foundation.

Participating agencies publish one or more SBIR solicitations per year. The solicitation is a list of topics and areas where they are interested in sponsoring research. Some agencies such as the Departments of Defense and Homeland Security the topics are very specific. These agencies have some very real, specific and immediate problems that they need help in solving. At the other end of the specificity spectrum, the National Institutes of Health (NIH) and Department of Agriculture publish broader categories of interest and leave it to the applicant small business to specify the topic. Beyond those categories, NIH will entertain any proposal related to improving the nation's health and is the only SBIR agency to consider unsolicited proposals. Companies that think they have a technology that will address an agency's problem or interests can develop and submit a Phase I proposal. Proposals are evaluated competitively and awards are made based upon relative merit. Emphasis is placed on technologies that both address the sponsoring agency's interest and also have commercial application.

Three Phase of the SBIR Program:

- Phase I - purpose is to demonstrate the technical, scientific and increasingly commercial merit and feasibility of the proposed technology. Phase I grant awards vary in size by agency. They are typically up to \$100,000, but sometimes more. Upon successful completion of Phase I, companies can apply for Phase II.
- Phase II - supports the main R&D effort and may include the development of a prototype. Phase II awards also vary by agency. They are typically up to \$750,000, but sometimes more.
- Phase III - is commercialization. Companies that successfully complete Phases I and II are expected to commercialize their technology. No additional cash awards are available for Phase III. Companies are generally expected by that point to be able to raise the funding they need privately or through a government customer.

### Eligibility:

- A company must be 51% owned and controlled by individuals who are U.S. citizens or permanent resident aliens. It must also be a small business with no more than 500 employees including affiliates. All Phase I and Phase II work must be performed in the U.S.

<http://www.sbir.gov/about/about-sbir>

## 23. Small Business Technology Transfer Program (STTR)



Total funding for the STTR program is approximately 10% of the funding available under SBIR. The objective of STTR is to stimulate the transfer of technology from research institutions to the marketplace via cooperative research and development. The intent was that small companies would commercialize promising ideas that originated in universities and other non-profit institutions. The reality thus far has been that a majority of projects have focused on co-development of the small business's technology. SBIR and STTR are structurally similar with three Phases and the same award levels. The primary differentiator of STTR is that at least 30% of the work is to be conducted by a non-profit or academic research institution in collaboration with the small business. In addition, STTR is more faculty friendly than SBIR.

[www.sbir.gov/about/about-sttr](http://www.sbir.gov/about/about-sttr)

## 24. Small Employer Health Benefits Program

The Small Employer Health Benefits (SEH) Program became operational in 1994 to ensure small employers: (1) have access to small group health benefits plans without regard to the occupation of the group, or the health status of any of the group's members; and (2) have the ability to renew the coverage from year to year regardless of the group's claims experience or any changes in the health status of the group's members.

The SEH Program restricts carrier use of small group participation requirements, employer contribution requirements, preexisting condition limitation provisions, and factors related to rates for health benefits plans offered to small employers. The SEH Program establishes standard health benefits plans. In addition, the SEH Program includes a right for employees and their dependents to continue coverage when no longer eligible for the group's health plan. This continuation right applies even when an employer is not subject to COBRA.

To learn more about coverage for small employers, see [Shopping for Health Insurance](#) information for a brief primer, a more detailed buyer's guide, FAQs, a premium comparison survey, carrier contact information and more. Then, contact an agent or broker that sells group health insurance or a carrier that offers small employer health benefits coverage for help with your specific situation.

For more information, such as Eligibility, Program Features and Commonly Asked Questions, see the [http://www.state.nj.us/dobi/division\\_insurance/ihcseh/sehmain.htm](http://www.state.nj.us/dobi/division_insurance/ihcseh/sehmain.htm).

## 25. Eligible Wineries & Vineyards:

### Wineries:

Must be commercial farms where the owner or operator of the commercial farm has been issued and is operating in compliance with a plenary winery license or farm winery license pursuant to R.S.33:1-10.

### Vineyards:

Must consist of at least one contiguous acre dedicated to the growing of grapes or other fruit that are



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used or are intended to be used in the production of wine by a winery as well as any other plants or other improvements located thereon.

### Eligible Uses:

Wineries and vineyards can use NJEDA financing for the following qualified capital expenditures:

- Barrels & bins
- Canopy management machines
- Chemicals
- Corkers
- Crushers
- Deer control fencing
- Destemmers
- Equipment (pruning, irrigation, weeding & spraying, capsuling, labeling, bottling, refrigeration)
- Fermenters or other fermentation devices
- Fertilizer and soil amendments
- Filters
- Fruit plants & harvesters
- Hoses & irrigation equipment
- Lugs
- Mowers
- Poles & posts
- Presses
- Pumps
- Refractometers
- Seeders
- Soil
- Tanks
- Tractors
- Vats & wine tanks

[https://www.njeda.com/financing\\_incentives/small\\_midsize\\_business/Wineries-and-Vineyards](https://www.njeda.com/financing_incentives/small_midsize_business/Wineries-and-Vineyards)

## RESEARCH

### 1. Research with NJ (ResearchwithNJ.com)

ResearchwithNJ.com is an online gateway that lets New Jersey's entrepreneurs and commercial enterprises identify experts, facilities, publications, intellectual property, news, and events in five of the state's universities: Princeton University, Rutgers University, New Jersey Institute of Technology, Stevens Institute of Technology, and Rowan University. Our objective is to help forge collaborative





## Business Assistance Guide

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partnerships between academia and the private sector, which in turn may lead to exciting new businesses and products based on the latest scientific and technological breakthroughs. ResearchwithNJ.com is more than just a place to get information: it is a dynamic community of collaborative networks and news about the New Jersey's unique culture of innovation. The database is also supported by six of New Jersey's leading business and industry organizations: the New Jersey Business & Industry Association, Choose NJ, Bio NJ, the HealthCare Institute of New Jersey, the Research and Development Council of New Jersey, and the New Jersey Tech Council. If you would like more information or you have technical problems with the database, please contact [Researchwithnj@njeda.com](mailto:Researchwithnj@njeda.com).

<https://www.njeda.com/about/Public-Information/Research-with-New-Jersey-Frequently-Asked-Question> or <https://www.researchwithnj.com/>

## 2. New Jersey State Library On-line Content and Databases - RESEARCH

- Job & Career Accelerator (available on-line at public libraries)
- Frost & Sullivan – Competitive business intelligence. Provides comprehensive industry and market research articles to encourage growth and empowerment.
- Workforce Learning Link  
([www.careerconnections.nj.gov/prepare/skills/training/workforce\\_learning](http://www.careerconnections.nj.gov/prepare/skills/training/workforce_learning))
- Business Source Premier – Over 2,300 full-text journals, including more than 1,100 peer-reviewed titles. Covers business, marketing, accounting, management, economics, finance, banking and more.
- Regional Business News – Comprehensive coverage for regional business publications, incorporating coverage of 75 business journals, newspapers and newswires from all metropolitan and rural areas within the U.S.
- Reference USA – Select any of the seven Reference USA databases to search from a main access page: U.S. Businesses, U.S. New Businesses; U.S. New Movers/Homeowners; U.S. Healthcare; U.S. Standard White Pages; Canadian Business and Canadian White Pages.

For more information, visit [www.njstatelib.org](http://www.njstatelib.org) or contact:

Peggy Birdsall Cadigan  
Deputy State Librarian  
Head of Library Development  
[pcadigan@njstatelib.org](mailto:pcadigan@njstatelib.org)  
(609) 278-2640 ext. 113

## LARGE BUSINESS ASSISTANCE PROGRAM

### 1. Bond Financing (see Page 5)

[https://www.njeda.com/financing\\_incentives/programs/bond\\_financing](https://www.njeda.com/financing_incentives/programs/bond_financing)





## 2. Brownfields Loan Program

The Brownfields Loan Program provides financing to potential brownfield site purchasers and current brownfield site owners (including local government redevelopers) that intend to develop commercial (including but not limited to manufacturing), retail, mixed-use developments, expansions or reuses.

Parties responsible for contamination of brownfield site, related to party responsible for contamination of brownfield site, or parties that have indemnified a responsible party or a party related to a responsible party are not eligible for the Brownfields Loan Program.

Available Financing:

- Maximum loan amount: \$5,000,000
- Minimum loan amount: \$100,000

Financing will be made available through competitive application rounds - please see "Scoring Criteria" below for more information.

Eligible Applicants:

- Potential brownfield site purchasers and current brownfield site owners (including local government redevelopers) that intend to develop commercial (including but not limited to manufacturing), retail, mixed-use developments, expansions or reuses. Parties responsible for contamination of brownfield site or related to party responsible for contamination of brownfield site, are not eligible for financing nor may an applicant have indemnified a responsible party or a party related to a responsible party.
- Applicants must be able to demonstrate site control or a path to site control.
- Applications must be accompanied by a letter of support from the mayor of the municipality in which the brownfield site is located.
- Municipalities applying for a Brownfields loan require Local Finance Board approval.
- Applicant must provide owner equity\* equal to a minimum of 10% of the appraised value of the property in a remediated state.

*\* Equity includes cash, development fees, costs for remediation and redevelopment project feasibility incurred within the 12 months prior to application, property value less any mortgages or liens, and the portion of the developer's fee that is delayed for a minimum of five years, and any other investment by the developer in the remediation or redevelopment project deemed acceptable by the Authority. Federal, state and local grant and federal and state tax credits are not considered equity.*

Applications for the Brownfields Loan Program are still in development. Please continue to check the link below for further updates on applications and competitive application rounds.

[https://www.njeda.com/financing\\_incentives/large\\_business/Brownfields-Loan-Program](https://www.njeda.com/financing_incentives/large_business/Brownfields-Loan-Program)



### 3. Garden State Film and Digital Media Jobs Act

The New Jersey Film & Digital Media Tax Credit Program provides a transferable credit against the corporation business tax and the gross income tax for certain expenses incurred for the production of certain films and digital media content in New Jersey.

The goal of the program is to incentivize production companies to film and create digital media content in New Jersey.

#### The Film Tax Credit Application Is Now Available Online

Other helpful Tax Credit links:

- [Download NJ Tax Credit Program for Film and Digital Media - Full Law](#)
- [Download Highlights of Tax Credit Program for Filmmakers](#)
- [Download Frequently Asked Questions - New Jersey Economic Development Authority](#)
- [Link To Frequently Asked Questions - New Jersey Division of Taxation](#)

Should you require additional information, please call us at (973) 648-6279.

### 4. Sales Tax Exemption for Filmmakers

Certain tangible property used directly and primarily in the production of films and television programs is exempt from New Jersey's sales tax. This tangible property includes the purchase of replacement parts for machinery, tools and other supplies, the purchase of lumber and hardware to build sets, the rental of picture cars, the purchase or rental of other types of props, and costs related to the repair of camera and lighting equipment. To view the entire law, click here:

- [Download Law Granting Filmmakers Special Exemption From State Sales Tax](#)
- [Download Exempt Use Certificate \(Form St-4\) and Instructions](#)
- [Download Sales and Use Tax Exemption For Filmmakers - Overview](#)

<https://www.nj.gov/state/njfilm/>

### 5. Hazardous Discharge Site Remediation Fund

HDSRF grants and loans are available to public entities, private entities, and non-profit organizations (as described in section 501(c)(3) of the federal internal revenue code) that perform a remediation pursuant to DEP's Site Remediation Program requirements.

The HDSRF was established in July 1993 to provide funding to public and qualifying private entities for the remediation of a suspected or known discharge of a hazardous substance or hazardous waste. The HDSRF is funded through a constitutionally-dedicated portion of the New Jersey Corporate Business



## Business Assistance Guide

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Tax, and is administered through a partnership between the DEP and the New Jersey Economic Development Authority (EDA). The DEP evaluates an applicant's preliminary eligibility requirements, and the estimated remediation costs. Upon the DEP's recommendation for funding, the EDA evaluates an applicant's financial status, determines grant and/or loan eligibility and awards funding.

Questions regarding this application should be directed to the HDSRF Coordinator [https://www.nj.gov/dep/srp/finance/hdsrf/hdsrf\\_coordinators.htm](https://www.nj.gov/dep/srp/finance/hdsrf/hdsrf_coordinators.htm) within the Office of Brownfield Reuse at (609) 984-1790.

HDSRF Application Form & Instructions - [https://www.nj.gov/dep/srp/srra/forms/#hdsrf\\_application](https://www.nj.gov/dep/srp/srra/forms/#hdsrf_application)

Fees apply and are non-refundable.

Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

*Please note: It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to NJEDA at time of closing, NJEDA will not proceed with closing.*

\* The interest rate for loans is the Federal Discount Rate at approval or closing, whichever is lower, with a minimum of 5%.

\*\* Municipal loans have an interest rate of 2 points below the Federal Discount Rate with floor of 3%.

## 6. Municipal Landfill Closure and Remediation Reimbursement Program

Eligible developers seeking financial assistance in the closure, remediation and redevelopment of municipal landfill sites in New Jersey may qualify for reimbursement of 75% of the closure or cleanup costs associated with the remediation and redevelopment of a municipal solid waste landfill.

### Program Details:

The Municipal Landfill Closure and Remediation Reimbursement Program was developed to encourage the closure, remediation and redevelopment of municipal landfill sites in New Jersey. Reimbursement moneys are derived from one-half of the sales tax revenues generated from any business located on the site. Prior to filing an application with the EDA, the applicant must:

- Attend a pre-application meeting with representatives from the EDA, Department of Environmental Protection (DEP), Department of Treasury, and the Division of Taxation.
- Enter into an agreement with the DEP relating to the sound and proper closure or remediation of the landfill.
- Execute a Redevelopment Agreement with EDA outlining the work necessary to ensure the proper closure and remediation of the landfill.



Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

Fees apply and are non-refundable.

[https://www.njeda.com/large\\_business/municipal\\_landfill\\_closure](https://www.njeda.com/large_business/municipal_landfill_closure)

## 7. The 21<sup>st</sup> Century Redevelopment Program

The New Jersey Economic Development Authority (EDA) announced a program that will provide planning grants for communities to develop solutions for repurposing local vacant or underutilized commercial and retail properties.

“The 21<sup>st</sup> Century Redevelopment Program presents an opportunity for communities to focus on creative ideas for repurposing dormant properties in ways that contribute to the economy rather than drain valuable resources.

Suburban offices and shopping malls that boomed during the 1980s and 1990s have since become empty as a number of demographic and economic trends have resulted in an outmigration of jobs and population. Communities that are home to these empty properties are experiencing loss of tax revenues, costs of maintaining infrastructure and roads around these properties, and a lack of resources to solve these issues.

The 21<sup>st</sup> Century Redevelopment Program will launch as a pilot round of up to \$250,000 in funding available in the form of planning grants of up to \$50,000 per recipient. Communities can apply for funding through the 21<sup>st</sup> Century Redevelopment Program to support ideas that focus on a number of elements including, but not limited to:

- Determining cost-benefits of retrofitting, redeveloping or regreening a property or properties;
- Driving economic growth for the facility and region;
- Creating greater social, economic, and environmental sustainability;
- Expanding affordable and multi-family housing;
- Attracting employers and a diverse, talented workforce
- Expanding entrepreneurial opportunities and supporting local businesses;
- Promoting walkable neighborhoods and improving accessibility and mobility;
- Connecting to public transportation; and
- Improving livability and healthy outcomes for local population.

Applications will be accepted on a rolling basis, and will be scored by an evaluation committee based on



publicly available scoring criteria. Projects that achieve a minimum score will be recommended for grant funding. Applications will be evaluated on a first come, first serve basis, according to the date the EDA receives the completed application.

As a condition to receiving the grant funding, grantees will be required to participate in at least two events hosted by the EDA to share lessons learned from the planning process to foster a dynamic discussion about repurposing stranded assets and to assist similarly situated municipalities.

<https://www.njeda.com/21stcenturyredevelopmentprogramrelease>

### 8. Real Estate Impact Fund

The goal of the Real Estate Impact Fund is to support and foster redevelopment in strategic urban and other significant locations that would not otherwise occur in the near term and to strengthen existing and catalyze future development opportunities and private investment. The Fund will advance economic development by supporting projects consistent with local redevelopment plans or strategies, attract private investment, and by creating or retaining jobs.

The Real Estate Impact Fund helps to advance real estate development through two components:

**Private Component:** Up to \$3 million to developers and not-for-profit organizations for costs associated with projects located within Targeted Areas, as noted below.

**Public Component:** Up to \$750,000 for costs associated with projects located within Targeted Areas that are owned by the municipality, local redevelopment agency or county improvement authority.

Eligible Projects:

**Private Component:**

Small and mid-size real estate development projects, including: mixed-use (residential and minimum 20% commercial); retail; office; industrial; entertainment venues; associated parking garage structures; and/or land acquisition/assemblages. Total project cost should typically not exceed \$15 million. Projects can be either new construction or substantial rehabilitation (defined as rehabilitation costs equaling not less than 50% of the value of the property after rehabilitation (excluding land value)).

Residential only projects are ineligible.

**Public Component:**

- Property Must be owned by the Applicant
- Property must be zoned for commercial or mixed-use, or commercial or mixed use as a permitted use within an approved redevelopment plan. Residential only projects are ineligible.
- The property, in its remediated condition, must have an appraised value equal to or greater than 120% of the requested loan amount.
- Property must be contiguous lots.



### Targeted Areas:

Projects must be located in either an Urban Aid Municipality, defined as a municipality qualified to receive assistance under P.L. 1978, c.14 (N.J.S.A. 52:27D-178 et seq.); or within Fort Monmouth or be a New Jersey university/college sponsored project that is a public-private partnership that promotes emerging technologies or industries.

### Available Financing:

#### *Private Component:*

- Minimum loan amount of \$250,000
- Maximum loan amount of \$3,000,000
- Loan shall not exceed 25% of total project costs. Total public (federal, state and/or local government) funding cannot exceed 50% of total project costs.

#### *Public Component:*

- Minimum loan amount of \$100,000
- Maximum loan amount of \$750,000
- Loan will be the lesser of 100% of total project costs or the property's appraised value, in its remediated condition, divided by 120%, rounded to the nearest one-hundred dollars.

### Job Creation:

#### *Private Component:*

- 1 full time job must be created/maintained for every \$65,000 of Authority assistance.

#### *Public Component:*

- Applicant must provide a plan for the end-use of the site including an estimate of the number of jobs expected to be created based on the anticipated build-out of the property and the current zoning. Job creation will be measured by the project developed on the site and the return of the property to the real estate tax roll.

### Eligible Uses:

Loan proceeds can be used for eligible project development costs, which include:

#### *Private Component:*

- Property acquisition and assembly;
- Demolition and site clearance;
- Environmental investigation and remediation;
- Pre-development costs;
- On-site infrastructure;
- General construction and/or rehabilitation; and
- Associated soft development expenses





*Public Component:*

- Title
- Survey
- Environmental investigation and remediation;
- Pre-development costs;
- On-site infrastructure;
- General construction and/or rehabilitation; and
- Marketing the site for sale

Financing Instruments:

*Private Component:*

- Security/Subordination – the Loan shall be secured by a mortgage; the Authority will subordinate its lien position to other project bank debt;
- Additional – second assignment of all leases, as applicable

*Public Component:*

- EDA financing must be in first mortgage lien position, including any federal, county, and municipal liens (i.e., a property will not be eligible if there is any outstanding governmental lien)

Loan Term:

- Term: Maximum 10 years

*Private Component:*

- Commencing upon construction completion

*Public Component:*

Commencing upon loan closing.

- Loan due at earlier of refinancing, sale of property, ownership change/transfer (“Liquidity Event”), or end of loan term

Owner Equity:

*Private Component:*

- Applicant must provide Owner Equity equal to a minimum of 10% of total project costs and must match Impact Fund investment 1:1; Owner Equity shall not include grants or developer fee.

Rates, Repayment & Participating Mortgage Loan Structure:

*Private Component:*

- Interest rate: 3%
- Payment on accrued interest shall be made from the project’s net cash flow, after payment of all project debt, based on loan percentage in relation to the percentage of total equity contributed by the applicant at the time of project completion, issuance of a permanent certificate of occupancy





## Business Assistance Guide

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and submission of the final project. However, in no event shall the actual total equity contributed by the applicant to the project be less than what was presented at the time of approval of the loan.

- If net cash flow is insufficient to pay interest only, then any unpaid interest shall accrue and be added to the outstanding principal balance.
- If the percentage of net cash flow is in excess of the current interest, then the payment shall first be applied to accrued interest, if any, and then to reduce outstanding principal.
- At approval, the Board shall determine the Effective Rate of the loan, which shall range between 3 – 10%, determined by the economic feasibility and the need of the loan for the project.
- All unpaid or deferred interest payments and principal plus amount equal to Effective Rate shall be due in full at end of the loan term or at a Liquidity Event.

### *Public Component:*

- Interest rate: 3%
- During the term of the loan, interest shall accrue and be added to principal annually at the stated interest rate until the earlier of the Liquidity Event or the end of the term.
- All unpaid or deferred interest payments and principal shall be due in full at the end of the loan term, or at a Liquidity Event.

Fees apply and are non-refundable.

Please review the application checklist prior to submitting your application to ensure that all required information has been provided.

- [Application](#)
- [Application Checklist \(Private Component\)](#)
- [Application Checklist \(Public Component\)](#)

## **9. Sales and Use Tax Exemption (STX) Program**

A company with 1,000 or more employees that needs to make purchases for construction and renovation of a new business location may be eligible for a sales tax exemption certificate for purchases of machinery, equipment, furniture and furnishings, fixtures and building materials (other than tools and supplies) for placement at the project location until the new facility is functional.

### Eligibility Details:

An approved company can receive a sales tax exemption certificate, which applies only to property purchased for installation at the approved project site. This certificate allows the business to purchase machinery, equipment, furniture, fixtures, and building materials for the project without the imposition of the state's sales tax.

To be eligible, a company must meet the following requirements:

- A company must have 1,000 or more employees and relocate at least 500 workers to a new or substantially rehabilitated facility.
- Life sciences or manufacturing companies relocating 250 or more employees may be eligible.



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- Companies must maintain the retained full-time jobs for five years.
- Qualifying companies must demonstrate that receiving the Sales and Use Tax Exemption benefit is a material factor in the company's decision not to relocate outside of New Jersey, they must provide health care benefits to employees, and they or a predecessor entity must have operated in New Jersey for at least 10 years (point-of-purchase/retail facilities are excluded).

Fees apply and are non-refundable.

Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

**Please note:** It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to EDA at time of closing, EDA will not proceed with closing.

[https://www.njeda.com/financing\\_incentives/large\\_business/Sales-and-Use-Tax-Exemption-Program](https://www.njeda.com/financing_incentives/large_business/Sales-and-Use-Tax-Exemption-Program)

## MANUFACTURING BUSINESSES

1. **Premier Lender Program** – Pg. 1
2. **Direct Loans** – Pg. 2
3. **Bond Financing** - Pg. 5
4. **Salem County Energy Sales Tax Exemption**

The program provides an energy sales tax exemption for the retail sales of electricity and natural gas and their transport to manufacturing businesses in Salem County. The energy and utility services must be consumed exclusively at the facility.

- The business must be located in Salem County.
- The business must be a manufacturer.
- The business must employ at least 50 people, at least 50% of whom are directly involved in the manufacturing process.
- The business must not be in default with any other state program.
- Annual renewal applications are required 45 days prior to the expiration of the energy sales tax exemption.

All fees are non-refundable.



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Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

**Please note:** It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to EDA at time of closing, EDA will not proceed with closing.

[https://www.njeda.com/financing\\_incentives/Programs/Salem-County-Energy-Sales-Tax-Exemption-\(1\)](https://www.njeda.com/financing_incentives/Programs/Salem-County-Energy-Sales-Tax-Exemption-(1))

### 5. Urban Enterprise Zones (UEZ) Manufacturers Energy Sales Tax Exemption

This program provides an exemption of sales and use tax for retail sales of electricity and natural gas and their transport for eligible manufacturing businesses located in a New Jersey UEZs. To qualify for the program, a business must meet the following eligibility criteria:

#### Program Details:

- The business must be a manufacturer and must continue to employ at least 250 full-time workers, at least 50% of whom are involved in the manufacturing process.
- The business will file an annual application with the EDA and must receive tax clearance and pass a site visit.
- The sales and use tax exemption applies to only electricity and natural gas consumed at the UEZ-certified manufacturing locations and cannot be applied to oil or other energy supplies.
- The business must maintain its UEZ certification throughout the exemption period.

Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

**Please note:** It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to EDA at time of closing, EDA will not proceed with closing.

Fees apply and are non-refundable.

[https://www.njeda.com/financing\\_incentives/Programs/Urban-Enterprise-Zones-\(UEZ\)-Manufacturers-Energy](https://www.njeda.com/financing_incentives/Programs/Urban-Enterprise-Zones-(UEZ)-Manufacturers-Energy)

### 6. New Jersey Manufacturing Extension Program (NJMEP)



NJMEP assists companies in becoming more productive, profitable and globally competitive. The program offers technical and management solutions to competitive problems and represents a valuable resource for businesses. To learn more about the NJMEP, visit the organization's website at <http://www.njmep.org/> or contact MEP Chief Executive Officer John Kennedy, Ph.D. at [jkennedy@njmep.org](mailto:jkennedy@njmep.org) or at 973-998-9801.

## 7. Sales Tax Exemption on Manufacturing Equipment

New Jersey offers a full 6.625% sales tax exemption on the purchase of eligible manufacturing equipment. The exemption is good for machinery and equipment used directly and primarily in the production of tangible personal property by manufacturing, processing, assembling, or refining.

Companies interested in receiving the exemption can use the Division of Taxation's ST-4.

[http://www.state.nj.us/treasury/taxation/pdf/other\\_forms/sales/st4.pdf](http://www.state.nj.us/treasury/taxation/pdf/other_forms/sales/st4.pdf)

## 8. Manufacturing Equipment and Employment Investment Tax Credit Program

Available from the NJ Division of Taxation, the Manufacturing Equipment and Employment Investment Tax Credit provides a credit against corporation business tax liability for investments in certain manufacturing equipment and for certain increased employment. The manufacturing equipment portion of the credit is limited to 2 percent (4 percent for companies with 50 employees or less) of the net cost of qualified equipment up to a maximum allowed credit of \$1 million. The employment investment portion of the credit is computed for each of the two succeeding years following the year a credit is allowed for the equipment investment. The tax credit in these years is limited to 3 percent of the net cost of qualified equipment, not to exceed \$1,000 per job created directly related to the equipment.

<https://www.state.nj.us/treasury/taxation/cbt-creditlist.shtml#Manufacturing>

<http://www.state.nj.us/treasury/taxation/pdf/current/cbt/305.pdf>

## EMERGING TECHNOLOGY AND LIFE SCIENCES

Funded by internal resources (currently at \$2 million), these programs offer growth capital to be leveraged with angel investments and venture capital investments. Funding under these programs can be used for key hires, product iteration/rollout, product enhancement or marketing/sales.

### 1. Angel Investor Tax Credit Program

**Due to popular demand and a recent influx of applications, the Angel Tax Credit program this year has a submission deadline of 11:59 pm on 10/20/2019--for consideration of an approval for the 2019 calendar year. Please note that submitted applications must be complete, with all required documentation including necessary tax clearances for the company and the investor. Applications received after the deadline will be considered for an approval during**

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*[nj.gov/state/bac](http://nj.gov/state/bac)*



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**calendar year 2020. Please note, the 6 month post investment application deadline is still in place.**

**Furthering his commitment to grow New Jersey's innovation economy by increasing access to funding for early-stage businesses, Governor Phil Murphy signed Assembly Bill 5604 on June 30, expanding New Jersey's Angel Investor Tax Credit Program. The program, which provides a tax credit for a percentage of an angel investor's investment in a qualifying emerging New Jersey technology or life science business, helps attract early-stage and growth capital for innovative New Jersey companies.**

**Under the expanded program, the available tax credit increases from 10 percent to 20 percent of a qualified investment, with an additional five percent bonus available for investments in a business located in a qualified opportunity zone, low-income community, or a business that is certified as minority- or women-owned by the State. The expanded program parameters, will be in effect for investments made after January 1, 2020. For any questions, please email us at [angeltaxcredit@njeda.com](mailto:angeltaxcredit@njeda.com).**

Program details:

Up to \$25 million of Angel Investor Tax Credit may be approved per calendar year. If the cumulative credits claimed by taxpayers exceed the amount available in a given year, then credits will be applied in the order in which applications are received and complete, starting on the first day of the succeeding calendar year in which Angel Investor Tax Credits do not exceed the amount of credits available.

Eligibility:

To be eligible, the New Jersey emerging technology business must meet the following 4 criteria:

- Employs fewer than 225 full-time employees, at least 75% of whom work in New Jersey
- Does business, employs or owns capital or property, or maintains an office in New Jersey
- Conducts at least one of the following activities in New Jersey:
  - Incurs qualified research expenses in the State
  - Conducts pilot scale manufacturing in the State
  - Commercializes one or more of the following eligible technologies in the State: Advanced Computing, Advanced Materials, Biotechnology, Electronic Devices, Information Technology, Life Sciences, Medical Devices, Mobile Communications, and Renewable Energy Technology.
- Has as its primary business an eligible technology (as listed above.)
- Qualified investments include non-refundable transfers of cash made directly to the New Jersey emerging technology business in connection with at least one of the items listed below. To be considered non-refundable, these items must be held or not expire for at least 2 calendar years from the date of the transfer of cash, with an exception being made for initial public offerings (IPOs), mergers and acquisitions, damage awards for the business's default of an agreement, or other return of initial cash outlay beyond the investor's control.
  - stock, interests in partnerships or joint ventures, licenses (exclusive or non-exclusive), rights to use technology, marketing rights, warrants, options, or any similar items, including but not limited to options or rights to acquire any of the listed





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- a purchase, production, or research agreement.
- Credits may be treated as an overpayment and refunded (but no interest on the overpayment will be paid.), For corporate taxpayers, the tax credits may be carried over up to 15 tax years following the tax year for which the credit was allowed. Individuals cannot carryforward the tax credits.
- Credits may not be carried forward in a tax year in which the taxpayer was a target for corporate acquisition or in which the taxpayer was party to a merger or consolidation unless the taxpayer can demonstrate to the New Jersey Division of Taxation the identity of the acquiring corporation.
- Credits may be claimed on the taxpayer's New Jersey tax return in the tax year applicable to the effective date of approval.
- Applications should be submitted by the angel investor entity, if applicable, or the individual angel investor. The New Jersey emerging technology business also will need to fill out a section of the application and provide certain information with the submission, though the angel investor is responsible for all application information.

Fees apply and are non-refundable unless otherwise stated.

\* Any proposed amendments to the program rules can be found on the [Proposed New Rules/Amendments page](#)

To answer any questions you may have, please first consult with the program videos and links provided above, including the “Frequently Asked Questions.” If this does not answer your questions, please email your questions and contact information to [AngelTaxCredit@njeda.com](mailto:AngelTaxCredit@njeda.com).

[https://www.njeda.com/technology\\_lifesciences/angel\\_investor\\_tax\\_credit\\_program](https://www.njeda.com/technology_lifesciences/angel_investor_tax_credit_program)

## 2. Technology Business Tax Certificate Transfer (NOL) Program

Administered by the EDA, this program enables unprofitable technology and biotechnology businesses with fewer than 225 US employees (including parent company and all subsidiaries) to sell unused percentage of Net Operating Losses and Research and Development Tax Credits to unaffiliated, profitable corporate taxpayers in New Jersey for at least 80 percent of the value of the tax benefits. This allows unprofitable technology and biotechnology businesses to turn their tax losses and credits into cash.

### Program Details:

- Up to \$60 million is available annually, with \$10 million set aside for businesses located in Innovation Zones (any unused balance of the \$10 million set-aside is reverted to the general program pool)
- Only technology and biotechnology companies whose primary business involves the provision of a scientific process, product or service are eligible
- An eligible company must own, have filed for, or have a license to use protected, proprietary intellectual property (defined as a patent or a registered copyright)
- An eligible company cannot have had positive net operating income on either of its last two full-year income statements according to GAAP. In addition, an eligible company cannot have a





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parent company with positive net operating income, or be part of a consolidated group of affiliates for federal income tax purposes with positive net operating income

- An eligible company must have at least one full-time employee working in New Jersey if incorporated or formed less than three years, five full-time employees in New Jersey if incorporated or formed more
- than three years but less than five years, or 10 full-time employees in New Jersey if incorporated or formed more than five years
- An eligible company must have financial statements for the two most recent full years of operation compiled, reviewed or audited by an independent CPA firm and prepared according to US GAAP.

Fees apply and are non-refundable.

Program Video Presentations: <https://youtu.be/ed-wbT2tu1w>

\* Any proposed amendments to the program rules can be found on the [Proposed New Rules/Amendments page](#)

Please email your questions and contact information to [NOL@NJEDA.COM](mailto:NOL@NJEDA.COM). All emailed questions and their responses are considered public knowledge. The questions and responses are reviewed by the deputy attorney general's office and posted in the program's "frequently asked questions" (link above).

[https://www.njeda.com/technology\\_lifesciences/Technology-Business-Tax-Certificate-Transfer-\(NOL\)](https://www.njeda.com/technology_lifesciences/Technology-Business-Tax-Certificate-Transfer-(NOL))

### 3. NJ Founders and Funders

NJ Founders & Funders is organized by the NJEDA Technology & Life Sciences (TLS) team to facilitate warm introductions between emerging New Jersey TLS companies and sophisticated angel & institutional investors. Our mission is to help grow the TLS ecosystem to support innovative NJ companies. Hosted twice per year, venture capital investors are invited to meet with a select group of companies for 10-minute, one-on-one sessions to discuss strategy, business models and funding opportunities.

- Warm Intros to Angels & VCs - Connected based on company profile and investment thesis
- 1:1 Q&A Sessions - Smart, honest feedback on your business model, strategy and technology
- Meet the Tech Ecosystem - Meet fellow entrepreneurs and key stakeholders

<https://application.njeda.com/tls/>

### 4. NJ CoVest Fund

The NJ CoVest Fund provides seed funding to New Jersey technology and life sciences companies to further commercialize their technology and scale revenues. Investments made through the NJ CoVest Fund align with the EDA's ongoing strategy of supporting New Jersey's entrepreneurial ecosystem.



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### Dollar Amount:

- \$100,000 - \$250,000 in the form of Convertible Notes with Warrants.

### Uses:

- Support growth in business operations, product development, and sales revenue.

### Benefits:

- Provides seed capital.
- Stimulates business growth.
- Fosters job creation.

### Eligibility Guidelines:

#### *Company*

- Early Stage in technology or life sciences industries.
- Structured as a C-Corporation or a LLC with Unit Structure.
- Maintains a Board of Directors/Advisors.
- Located in physical commercial office, co-working or incubator space in New Jersey.
- 75 percent of full time employees spending at least 80% of their time in New Jersey.
- A minimum of 2 full time founders that have made some financial investment in the company.
- Company must be registered to do business in New Jersey and in good standing.

### Business Model:

- Product-based.
- Capital efficient and scalable - revenue growth will significantly outpace the expense growth and funding requirements.
- Large, identifiable target market.
- Owner of proprietary intellectual property protected by either copyright with the US Library of Congress or nonprovisional patents in process or approved and recognized by the USPTO.
- Some sales revenue from, at minimum, three commercial customers. Research, grants, consulting, or other any other method that could be considered service based revenue excluded.

### Outside Investment:

- Matching funds from a minimum of two investors.
- Investor must be an investment entity (Venture Capital Fund, Angel Fund, Family Office, Investment Partnership, or LLC) or an individual member of an organized investment group. Funds raised from employees or family members will not be considered.
- Can be in form of convertible debt or equity financing.
- Investor funds to be matched by the NJ CoVest note must have been received by the Company within 90 days prior to application submission.

### Commitment to New Jersey:

- Company agrees to remain headquartered with 75% of full time employees in NJ for five years after conversion or repayment of the Note or be subject to investment claw back penalty.

Fees apply.



Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax Clearance.
- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

[www.njeda.com/njcovest](http://www.njeda.com/njcovest)

## 5. Edison Innovation Fund

The Edison Innovation Fund seeks to develop, sustain, and grow technology and life sciences businesses that will lead to well-paying job opportunities for New Jersey residents.

Financing under the following programs is subject to available funding:

- [Edison Innovation Angel Growth Fund](#): Angel supported technology companies with minimum trailing 12 month commercial revenues of \$250,000 may be eligible for up to \$250,000 in subordinated convertible debt financing. Growth capital through the Edison Innovation Angel Growth Fund can be used for key hires, product rollout, product enhancement, and marketing/sales. There is a 2:1 angel match funding requirement that must be received within 90 days prior to application.
- [Edison Innovation VC Growth Fund](#): Venture capital (VC) supported technology companies with minimum trailing 12 month commercial revenues of \$500,000 may be eligible for up to \$1 million in subordinated convertible debt financing. Growth capital through the Edison Innovation VC Growth Fund can be used for key hires, product rollout, product enhancement, and marketing/sales. There is a 1:1 VC match funding requirement that must be received within 90 days prior to application.
- [Edison Innovation Growth Stars Fund](#): Angel and/or VC supported technology companies with minimum trailing 12 month commercial revenues of \$2,000,000 may be eligible for up to \$500,000 in subordinated convertible debt financing. Growth capital through the Edison Innovation Growth Stars Fund can be used for key hires, product rollout, product enhancement, and marketing/sales. There is a 1:1 match funding requirement that must be received within 90 days prior to application.

[https://www.njeda.com/technology\\_lifesciences/Edison-Innovation-Fund](https://www.njeda.com/technology_lifesciences/Edison-Innovation-Fund)

## 6. Venture Fund Investments

EDA forms collaborative partnerships with venture capital fund managers active in New Jersey's Technology and life science community. Our venture partners leverage EDA investment to increase funds available for emerging technology & life sciences companies to grow and create jobs in the State.



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### Dollar Amount:

EDA's average historical commitment is \$2.6 million since program inception. Qualifying commitments may be up to \$10 Million, or 10% of the total fund size.

### Uses:

Investment in early-stage technology and life science companies with revenues, generally, less than \$3 million

### Benefits:

- Investment capital for approved partners
- Build strategic relationships in the technology and life sciences community
- Support growth and job creation for NJ companies

### Eligibility:

- See venture fund policy and investment guidelines below
- Application submission required for consideration

### EDA Venture Fund Investment Activity:

To date, NJEDA has committed over \$51 million to 16 venture capital funds since 1999. Cumulatively, these partner funds invested approximately 5x the NJEDA's investment into more than 100 New Jersey early-stage technology and life science companies. Including other third-party investors, companies in the NJEDA venture fund portfolio have received \$2.7 billion of funding. Active portfolio companies employed 1,695 full time employees as of April 30, 2019.

### Investment Portfolio:

Current and historic venture fund partners include:

- Edisonpartners <https://www.edisonpartners.com/>
- ff Venture Capital: <http://ffvc.com/>
- Milestone Venture Partners [www.milestonevp.com](http://www.milestonevp.com)
- Newark Venture Partners: <http://newarkventurepartners.com/>
- New Spring Capital: <https://newspringcapital.com/>
- NextStageCapital: <https://newspringcapital.com/>
- OMNICaptial: <http://www.omnivc.com/>
- OSAGE Venture Partners: <https://osagepartners.com/osage-ventures-partners/>
- Quaker Partners: <http://www.quakerbio.com/>
- Tech Council Ventures: <https://techcouncilventures.com/>

## **EVALUATION CRITERIA:**

As necessitated by the long-term investment horizon of venture capital, NJEDA seeks to maintain active investment partnerships deploying capital across market cycles. As part of the Edison Innovation Fund, NJEDA has implemented guidelines to ensure that its venture capital investments consistently support



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the success of emerging technology companies in New Jersey. These guidelines set forth a strategy for staff to review and assess qualifications for venture capital fund commitments in a consistent and equitable manner.

Venture fund managers seeking NJEDA investment will apply through the online application. Applications will be assessed and scored using the guidelines outlined below:

- 1. Quality of leadership:** Consideration is given to senior leadership's length of experience together as an institutional fund manager and investor, as well as, the relevance of experience to the targeted strategy.
- 2. Depth of Resource:** Consideration is given to the size and experience of additional team, as well as, the current staffing processes used in order to effectuate the strategy. Succession / continuity planning is considered.
- 3. NJEDA Partnering:** The prospective manager is assessed on its ability and willingness to serve as a strategic partner to NJEDA, support the Technology & Life Sciences ecosystem in New Jersey and locate in the State.
- 4. Sourcing:** The prospective manager is assessed on its ability to source and track relevant and non-traditional deal flow to maintain an advantage in effectuating the stated strategy, with particular emphasis on New Jersey.
- 5. Strategic Focus:** In order to align with NJEDA objectives, the target fund should be focused on early-stage companies with less than \$3 million in trailing twelve-month revenue prior to investment, diversified across technologies.
- 6. Geographic Focus:** The investment offering will be assessed according to the percentage of the total fund identified for investment in New Jersey and to the breadth of exposure within the State. Consideration may be given to funds with a regional or national approach, emphasizing investment in NJ.
- 7. Consistency of Strategy:** The manager's history and degree of past success executing the targeted fund strategy is indicative of its understanding and ability to mitigate associated risks, particularly in an institutional fund structure.
- 8. Performance History:** Investment returns on individual funds are reviewed on an absolute basis and relative to peers. Returns across prior funds should be consistent. Volatility of returns within funds should be tolerable relative to the broader asset class. Consideration will be given to first time institutional managers based on individual principal track records.
- 9. History Investing in New Jersey:** The amount invested to date in New Jersey by the manager on an absolute basis and relative to peers will be considered in conjunction with the investment return on New Jersey -based companies and the ability to create jobs in the State.
- 10. Fees and Expenses:** The manager must represent a budget for the target fund and General Partner. Fees and expenses will be compared to peers and should be sufficient only to effectuate the stated strategy of the investment offering under consideration.
- 11. Incentive and Alignment:** Carry (performance incentive) as a percent of profit sharing between the LP and GP should be comparable to peers and properly aligned for the relative risk and reward of the targeted strategy. Within the firm, carry ownership should be equitably spread among the team with consideration for contribution to the success of strategy. The General Partner commitment should be personally meaningful and significant relative to the total fund size.
- 12. Governance:** Governance terms should sufficiently protect Limited Partners. NJEDA requires a





seat on the Limited Partner advisory board for all investments in excess of \$1,000,000.

**13. Fundraising Status:** Stage of fundraising will be considered with respect to the manager's ability to effectuate the strategy. Participation by other institutional Limited Partner's in the fund offers an additional validation signal to NJEDA and helps effectuate the value-add.

At all times, the potential for a limited partnership investment from NJEDA, is subject to the available resources for a 10-15 year fund life.

## APPLICATION & POLICY:

Fund Manager Application

NJEDA Venture Fund Policy

Sample Requested Documents

Sample Due Diligence Questionnaire

Venture Fund Investment Program Brochure

<https://www.njeda.com/venturefunds>

## 7. NJ Ignite - Incubator and Collaborative Workspace Initiative

The Incubator and Collaborative Workspace Initiative supports entrepreneurs by providing rent support grants. In addition, this program provides collaborative workspaces with a new tenant attraction tool.

### What is the Incubator and Collaborative Workspace Initiative?

- Grants that support rent of early stage technology and life science companies in New Jersey collaborative workspaces.
- EDA's grants will cover rent payments for 2, 4 or 6 months.
- A collaborative workspace must match EDA's grant to the tenant company on a 1:2 basis (e.g. if EDA provided a grant for 2 months, the collaborative workspace would need to provide a grant for 1 month).
- The start-up tenant company must commit to continuing to work from the collaborative workspace (paying rent) for a period no less than EDA and the collaborative workspaces combined months of support.
- EDA will provide an additional month of support if the workspace is located in an Opportunity Zone, affiliated with a hospital system or New Jersey university, or is recently established. These months can be added together for a total of three additional months. These months do not count toward the workspace match requirement or the tenant commitment requirement.

### What is required of the workspace?

#### Step 1: Become an Approved Site

A collaborative workspace must first qualify as an approved Incubator and Collaborative Workspace Initiative partner site through a simple online application.

To qualify for the program, a workspace needs to:





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- Be located in New Jersey
- Have A Division of Taxation Tax Clearance Certificate. Certificates may be requested through the [State of New Jersey's Premier Business Services \(PBS\) portal online](#).
- Have an NJ Business Registration Certificate
- Have a minimum of 5 unique paying tenants over the last 2 years \* (Tenants must have an arms-length relationship with the collaborative workspaces owners and operators)
- Have an operating cost (e.g., rent or mortgage or internal corporate charge-back)
- Offer at least one type of work space - private office space, hot-desks or dedicated desks
- Commit to hosting at least 10 innovation ecosystem building events in a year. Examples of ecosystem building events include: meet-ups, speaker series, office hours for lawyers/ accountants/ consultants/ investors)
- Certify that the workspace charges rent to tenants and that the rent that would be charged to the startup and supported by EDA is market-rate.
- Commit to matching EDA's grant to the tenant company on a 1:2 basis

*\*Workspaces formed less than 90 days prior to the approval request may qualify for the program on a case-by-case basis, if they have at least 3 signed prospective lease agreements*

### Step 2: Apply for a Grant

Once a workspace is approved, it can start to market the rent support program to prospective tenants. When the workspace identifies a start-up it would like to offer support to (e.g. provide 1, 2 or 3 months of rent support), the workspace can apply for an EDA grant.

Online grant applications will include basic information about the tenant company (see below) and a signed lease (can be contingent on grant funding) to start within 30 days +/- from grant application submission date).

### What is required of the tenant?

Because the grants are intended to support early-stage life sciences and technology companies, the program requirements are very straight forward. To be eligible, a company must:

- Be registered to do business in New Jersey
- Provide a two-page executive summary of their business

In addition, the company must certify that they:

- Are a technology and life sciences company
- Are applying within three years of earliest date of formation
- Have fewer than 10 employees (1099 or W2)
- Have less than \$1,000,000 in trailing 12-months gross sales from date of application submission
- Have at least one full-time NJ employee that will be working in the facility (1099, W2, and common law employees are eligible).
- Have not previously utilized another collaborative workspace in NJ (use of out-of-state collaborative workspaces does not disqualify the tenant)



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- Commit to working at the facility beyond the grant term for 1x the length of the total grant. (For example, if the grant covers 2 months of rent from EDA and 1 month of rent from the collaborative workspace, the company must commit to an additional 3-months beyond the term of the grant.)

### How to Apply:

The application for the Incubator and Collaborative Workspace Initiative is still under development. When completed, the application will be accessible from this page, so please continue to check this page for more information.

### Questions?

If you have any questions about the Incubator and Collaborative Workspace Rent Initiative, please email [icwri@njeda.com](mailto:icwri@njeda.com).

## NEW JERSEY BUSINESS INCUBATORS

For more information about New Jersey's Business Incubator network visit: <http://www.njbin.org/>.  
Following is a list of Business Incubators in New Jersey:

Rowan College at  
Burlington County  
Incubators  
High Tech and Life  
Sciences Incubator  
Barbara Witkowski, MPA  
100 Technology Way  
Mt Laurel, NJ 08054  
609-894-9311 Ext. 2804

Business Development  
Incubator at NJ City  
University  
Joseph Tetteh, Director  
285 West Side Avenue  
Jersey City, NJ 07305  
201-200-2313  
[bdi@njcu.edu](mailto:bdi@njcu.edu)

Commercialization  
Center for Innovative  
Technology at North  
Brunswick  
Lenzi Harcum  
Program Manager  
675 US Highway One  
N.Brunswick, NJ 08902  
732-839-1881  
[lharcum@njeda.com](mailto:lharcum@njeda.com)

Enterprise Development  
Center NJIT  
Jerry Creighton, Sr.,  
President  
211 Warren Street, Suite  
109  
Newark, NJ 07103  
973-643-4063  
[Jerry.creighton@njit-edc.org](mailto:Jerry.creighton@njit-edc.org)

FUSE  
Linda Caruso  
Director  
160 Chubb Avenue  
Suite 204  
Lyndhurst, NJ 07071  
201 301-1280  
[Lcaruso1@bergen.edu](mailto:Lcaruso1@bergen.edu)

The Business One-Stop  
Service  
Jeffrey Dunn  
Director  
320 Park Avenue  
Plainfield, NJ 07060  
908-757-5155

Picatinny Innovation Ctr  
Mark Merclean,  
Executive Director  
3159 Schrader Road  
Dover, NJ 07801  
973-442-6400  
[mmerclean@ccm.edu](mailto:mmerclean@ccm.edu)

Rohrer Biz Incubator  
Steve Kozachyn  
Director  
William G. Rohrer College  
of Business  
Rowan University  
107 Gilbreth Parkway  
Suite 103  
Mullica Hill, NJ 08062  
856-256-42716

The Camden CoLab  
Suzanne Zammit  
Vice President  
200 Federal Street  
Suite 300  
Camden, NJ 08103

Rutgers Eco Complex  
Serpil Guran, Ph.D.  
Director  
1200 Florence-Columbus  
Road  
Bordentown, NJ 08505

Rutgers Food  
Innovation Center  
Bridgeton  
Lou Cooperhouse  
Acting Director  
450 East Broad Street

Business Development  
Center  
Roger Boyce  
Director  
1201 Springwood Avenue  
Asbury Park, NJ 07712



856-757-9154

[vgilbert@coopersferry.com](mailto:vgilbert@coopersferry.com)

609-499-3600 Ext. 225

[guran@aesop.rutgers.edu](mailto:guran@aesop.rutgers.edu)

Bridgeton, NJ 08302

856-459-1900 Ext. 4516

732-455-0519

JuiceTank

Innovation Lab &

Incubator-Accelerator

Mukesh M. Patel, Founder  
& CEO

220 Davidson Avenue

Somerset, NJ 08873

(P) 908-505-5735

## JOB CREATION AND RETENTION INCENTIVES

### 1. BRRAG Tax Credit Certificate Transfer Program *(This program is not active, it is in a compliance period.)*

Administered by the EDA, the BRRAG Tax Credit Certificate Transfer Program allows companies with unusable tax credits to sell the credits to other businesses. The tax credits may be used by the buying company in exchange for cash equal to at least 75 percent of the amount of the surrendered tax credit.

### 2. Sales and Use Tax Exemption Program

An approved company can receive a sales tax exemption certificate, which applies only to property purchased for installation at the approved project site. This certificate allows the business to purchase machinery, equipment, furniture, fixtures, and building materials for the project without the imposition of the state's sales tax.

To be eligible, a company must meet the following requirements:

- A company must have 1,000 or more employees and relocate at least 500 workers to a new or substantially rehabilitated facility.
- Life sciences or manufacturing companies relocating 250 or more employees may be eligible.
- Companies must maintain the retained full-time jobs for five years.
- Qualifying companies must demonstrate that receiving the Sales and Use Tax Exemption benefit is a material factor in the company's decision not to relocate outside of New Jersey, they must provide health care benefits to employees, and they or a predecessor entity must have operated in New Jersey for at least 10 years (point-of-purchase/retail facilities are excluded).

Fees apply.

Division of Taxation Tax Clearance Certificate required. Certificates may be requested through the State of New Jersey's Premier Business Services (PBS) portal online.

- Under the Tax & Revenue Center, select Tax Services, then select Business Incentive Tax



Clearance.

- If the applicant's account is in compliance with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through PBS.

Please note: It is the applicant/client's responsibility to maintain a current and clear tax clearance certificate. If a current and clear certificate is not evidenced to NJEDA at time of closing, NJEDA will not proceed with closing.

[https://www.njeda.com/financing\\_incentives/large\\_business/Sales-and-Use-Tax-Exemption-Program](https://www.njeda.com/financing_incentives/large_business/Sales-and-Use-Tax-Exemption-Program)

## TAX CREDITS

### 1. Division of Taxation's Corporation Business Tax Credits and Incentives

<https://www.state.nj.us/treasury/taxation/cbt-creditlist.shtml>

### 2. Manufacturing Equipment and Employment Investment Tax Credit Program

<http://www.state.nj.us/treasury/taxation/pdf/current/cbt/305.pdf>

Available from the NJ Division of Taxation, the Manufacturing Equipment and Employment Investment Tax Credit provides a credit against corporation business tax liability for investments in certain manufacturing equipment and for certain increased employment. The manufacturing equipment portion of the credit is limited to 2 percent (4 percent for companies with 50 employees or less) of the net cost of qualified equipment up to a maximum allowed credit of \$1 million. The employment investment portion of the credit is computed for each of the two succeeding years following the year a credit is allowed for the equipment investment. The tax credit in these years is limited to 3 percent of the net cost of qualified equipment, not to exceed \$1,000 per job created directly related to the equipment.

### 3. Research and Development Tax Credit

<https://www.state.nj.us/treasury/taxation/pdf/current/cbt/306.pdf>

Available from the NJ Division of Taxation, the R&D Tax Credit provides a credit for increased research activities based on qualified expenditures. This credit is calculated in the same manner as the federal tax credit for increasing research activities. It provides a credit of 10 percent of excess qualified research expenditures over a base amount, plus 10 percent of basic research payments. For periods beginning on or after January 1, 2012, the amount of the credits applied cannot reduce the tax liability to an amount less than the statutory minimum tax.

## ITEMS TO NOTE

- There have been major changes to the New Jersey R&D Credit, pursuant to section 6 of P.L. 2018, c. 48, amended by N.J.S.A. 54:10A-5.24. These changes are prospective only. If you are filing a return for tax years beginning prior to January 1, 2018, use the previous version of Form 306, which is available on the Division's website (refer to N.J.A.C. 18:7-3.23 for information on how the credit was previously calculated).



- For tax years beginning on and after January 1, 2018, New Jersey has recoupled to I.R.C. § 41 currently in effect, but only the Federal corporate income tax credit. The intent was to allow the new calculation methods (e.g., the alternative simplified credit), to make it easier for a business to qualify for the New Jersey R&D Credit, and to allow amounts paid or incurred to energy consortia in New Jersey to qualify. Previously the New Jersey R&D Credit was based on I.R.C. § 41 in effect on June 30, 1992, which was nonrefundable for Federal purposes and not refundable for New Jersey Corporation Business Tax purposes. The New Jersey credit made it clear that despite being coupled to the current Federal corporate income tax credit under I.R.C. § 41, any subsequent changes by Congress (e.g., terminating the Federal credit or making the Federal credit refundable) would not have any impact on the New Jersey credit.
- A credit can be claimed for only those research activities that are performed in New Jersey.
- The filing of a consolidated tax return by a controlled group of corporations is not permitted, however for tax years ending on and after July 31, 2019, combined returns are mandatory or elective. Taxpayers should otherwise use the Federal rules for computing the New Jersey R&D Credit that are applicable to consolidated groups if the taxpayers are a taxable member of a combined group included on a New Jersey combined return.

#### 4. Urban Enterprise Zone Tax Credit

<https://www.state.nj.us/treasury/taxation/pdf/cbt/2008/300.pdf>

Available through the NJ Division of Taxation, a one-time credit of \$1,500 is allowed for each new full-time, permanent employee who resides in any municipality which contains a zone, and immediately prior to employment by the qualified business was unemployed for at least 90 days or dependent upon public assistance as the primary source of income. A one-time credit of \$500 is allowed for new full-time permanent employees who do not meet the qualification for the \$1,500 tax credit, but are residents of any municipality in which a designated enterprise zone is located, and were not employed at a location within the qualifying municipality immediately prior to employment by the qualified business. The credit is available only for new full-time permanent employees who have been employed by the qualified business for at least six continuous months during the year for which the credit is claimed. For a new employee to be considered a full-time permanent employee, the total number of full-time permanent employees, including the new employee, employed by the qualified business during the calendar year must exceed the greatest number of full-time permanent employees employed in the zone by the qualified business during any prior calendar year since the zone was designated.

Urban Enterprise Zone Program, Department of Community Affairs 101 South Broad Street, PO Box 822, Trenton, NJ 08625 <http://www.nj.gov/dca/affiliates/uez>

**Questions? Contact the UEZ Help Desk at (877) 913-6837**

#### In lieu of / Alternate Urban Enterprise Zone Tax Credit

Businesses that were established at least one year prior to Zone designation or expansion with fewer than 50 employees that are unable to meet the increased employment requirement may (with UEZ approval) make annual investments in the zone until their employment requirement is met. In-Lieu applications may be obtained by contacting the help desk.





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- Businesses with 10 or fewer employees are required to invest \$5,000 per year
- Businesses with over 10 employees are required to invest \$500 per employee per year. The annual minimum investment during the 3 year recertification period must at least equal the greater of \$5,000 or \$500.00 times the # of employees on the later of the certification date or last recertification date.

Investments could be improvements to the exterior appearance or customer facilities of the business.

- All improvements must be permanent.
- The qualified business must submit at least one vendor's estimate of the project's costs (in advance).
- A paid in full bill must be submitted to the UEZ Program upon completion of the pre-approved project.

Improvements to comply with existing ordinances are not eligible.

Financial or in-kind contributions to the zone municipality for improvements that increase the safety or attractiveness of the zone may be proposed.

- Litter clean up and control
- Landscaping
- Creation or improvement of parking areas and facilities
- Creation or improvement of recreational and rest area facilities
- Repair or improvement of public streets, curbing, sidewalks and pedestrian thoroughfares
- Creation or improvement of street lighting
- Increase in police, fire or sanitation services

## 5. Purchasing Tax Credits

The EDA administers two programs (Technology Business Tax Certificate Transfer Program and the BRRAG Tax Credit Certificate Transfer Program) that allow companies to sell stranded corporate business tax credits. Profitable companies with New Jersey Corporate Business Tax liability may purchase these stranded tax credits for a discount. If your company is interested in purchasing these credits if and when they become available for sale, please contact a Business Incentive Officer.

## URBAN ENTERPRISE ZONES

### 1. Urban Enterprise Zone Program

New Jersey's Urban Enterprise (UEZ) Program, enacted in 1983, is administered by the NJ Urban Enterprise Zone Authority which is in but not of the New Jersey Department of Community Affairs (NJDCA). The UEZ program fosters an economic climate to help revitalize designated urban communities and stimulate their growth by encouraging businesses to develop, grow, and create private sector jobs through public and private investment.





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Business incentives are provided to certified zone businesses through employment and investment tax credits, reduced sales tax collections on certain retail sales, and sale tax exemptions on qualified business purchases. The annual cost to the State for this program has averaged \$220 million dollars per year over the last several years. “Public Investment” is the reduction in the retail sales tax rate (3.5%), plus effect of the sales tax exemptions on purchases. Data is self-reported by firms. There are 32 zones encompassing 37 municipalities.

### Businesses Benefits:

- Reduced Sales Tax – 3.3125%
- Tax Free Purchases on certain items such as capital equipment, machinery, facility expansion, and upgrades.
- Financial Assistance from agencies such as NJEDA
- Subsidized unemployment insurance costs for employees who earn less than \$4,500 per quarter.
- Energy Sales Tax Exemption for qualified manufacturing firms with at least 250 employees, 50% of whom are working in manufacturing.
- Tax Credit Options - Businesses may elect one of the following:
  - Up to \$1,500 for new permanent full-time employees hired
  - Up to 8% Corporate Business Tax credit on qualified investments.

*Find help enrolling in the Program:* UEZ Website at [www.nj.gov/dca/affiliates/uez](http://www.nj.gov/dca/affiliates/uez) or 877-913-6837 609-292-1912.

## **2. LOCAL COORDINATORS** (<https://www.nj.gov/dca/affiliates/uez/coordinators/>)

### **ASBURY PARK**

Sonia Spina, Director of Communications  
Michael Capabianco  
City Manager  
One Municipal Plaza  
Asbury Park, NJ 07712  
732-502-5749 FAX 732-775-1483  
[sonia.spina@cityofasburypark.com](mailto:sonia.spina@cityofasburypark.com)

### **NEWARK**

Francisco Gleim  
Community Economic Development Corp.  
111 Mulberry Street (Market Street Suite LL)  
Newark, N.J. 07102  
973-273-1040  
E-mail: [acamillo@newarkcedc.org](mailto:acamillo@newarkcedc.org)  
[fgleim@newarkcedc.org](mailto:fgleim@newarkcedc.org)  
Website: [www.newarkCEDC.org](http://www.newarkCEDC.org)

### **BAYONNE**

Terrence Malloy, UEZ Coordinator  
City of Bayonne  
630 Avenue Cn Room 10  
Bayonne, NJ 07002  
201-858-6357 FAX 201-858-6079  
[Terrencemalloy@gmail.com](mailto:Terrencemalloy@gmail.com)

### **NEW BRUNSWICK**

Dan Dominguez, Acting Director  
City of New Brunswick  
25 Kirkpatrick Street, PO Box 269  
New Brunswick, NJ 08903  
732-745-5050 FAX 732-565-7532  
E-Mail: [ddominguez@cityofnewbrunswick.org](mailto:ddominguez@cityofnewbrunswick.org)



## Business Assistance Guide

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### BRIDGETON

Roberta Copeland, UEZ Coordinator  
Kevin Rabago, Director  
City of Bridgeton  
Development and Planning Office  
181 E. Commerce Street  
Bridgeton, NJ 08302  
856-451-3407 FAX 856-455-7421  
E-Mail: [copelandr@cityofbridgeton.com](mailto:copelandr@cityofbridgeton.com)

### CAMDEN

Joe Thomas, Business Development Rep  
City of Camden  
520 Market Street, 4th Floor, Suite 409  
Camden, NJ 08101  
856-968-3531 FAX 856-963-1841  
Email: [Jothomas@ci.camden.nj.us](mailto:Jothomas@ci.camden.nj.us)

### CARTERET

Diana St. John, Director of Community Development  
Borough of Carteret  
61 Cooke Avenue  
Carteret, NJ 07008  
732-541-3835 FAX 732-541-1192  
E-Mail: [stjohnd@carteret.net](mailto:stjohnd@carteret.net)

### EAST ORANGE

Gregory Good, UEZ Coordinator  
Economic Development Office  
City of East Orange  
44 City Hall Plaza  
East Orange, NJ 07017  
973-266-5140 Ext. 5144 FAX 973-673-4077  
E-Mail: [greg.good@eastorange-nj.gov](mailto:greg.good@eastorange-nj.gov)

### ELIZABETH

Dan Devanney, Acting UEZ Coordinator  
Elizabeth Development Company/UEZ  
205 First Street, PO Box 512  
1st Floor  
Elizabeth, NJ 07206  
908-289-0262 Ext. 218 FAX 908-558-1142  
E-Mail: [ddevanney@edcnj.org](mailto:ddevanney@edcnj.org)

### NORTH BERGEN

Kim Nicolliello, UEZ Coordinator  
Urban Enterprise Zone Program  
Township of North Bergen  
1116 – 43<sup>rd</sup> Street, 2<sup>nd</sup> Floor  
North Bergen, NJ 07047  
201-392-2084 FAX 201-392-2153  
E-Mail: [knicolliello@northbergen.org](mailto:knicolliello@northbergen.org)

### ORANGE

Christopher Mobley, UEZ Coordinator  
Urban Enterprise Zone Program  
City of Orange Township  
29 N. Day Street  
Orange, NJ 07050  
973-266-4061 FAX 973-677-7847  
E-Mail: [CMobley@ci.orange.nj.us](mailto:CMobley@ci.orange.nj.us)

### PASSAIC

Soraya Stam, UEZ Coordinator  
Enterprise Zone Development Corp.  
City of Passaic, City Hall  
330 Passaic Street, Room 205  
Passaic, NJ 07055  
973-365-5520 FAX 973-365-5567  
E-Mail: [uez@cityofpassaicnj.gov](mailto:uez@cityofpassaicnj.gov)

### PATERSON

Penni Forestieri, UEZ Division Director  
City of Paterson  
125 Ellison Street, 4th floor  
Paterson, NJ 07505  
973-321-1220 Ext. 2267 FAX 973-321-1359  
Cell: 201-815-9359  
E-Mail: [pforestieri@patersonnj.gov](mailto:pforestieri@patersonnj.gov)

### PEMBERTON

David Benedetti  
Director Community Development  
Township of Pemberton  
500 Pemberton-Browns Mills Road  
Pemberton, NJ 08068-1539  
609-894-3306 FAX 609-894-7976  
E-Mail: [dbenedetti@pemberton-twp.com](mailto:dbenedetti@pemberton-twp.com)



## Business Assistance Guide

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### GLOUCESTER CITY

Lori Ryan, Director of Community Development  
Gloucester City Economic Development Corp. 512  
Monmouth Street  
Gloucester City, NJ 08030  
856-456-0205 ext. 217 FAX: 856-494-1157  
E-Mail: [gccomdev@cityofgloucestet.com](mailto:gccomdev@cityofgloucestet.com)

### GUTTENBERG

Yomaris Alcantara  
Building Department Clerk  
6808 Park Avenue  
Guttenberg, NJ 07093  
201-868-3647 FAX 201-351-6353  
E-Mail: [yalcantara@myguttenberg.com](mailto:yalcantara@myguttenberg.com)

### HILLSIDE

Steve Augustin  
Office of the Mayor  
Township of Hillside  
1409 Liberty Avenue  
Hillside, NJ 07205  
973-926-3002 Cell. 908-418-2913  
E-Mail: [saugustin@hillsidenj.us](mailto:saugustin@hillsidenj.us)

### IRVINGTON

Garvin Cadet, Project Coordinator Redevelopment  
Dept of Economic Development & Grant Oversight  
Township of Irvington  
Town Hall  
One Civic Square, Room 102 Irvington, NJ 07111  
973-399-6787 FAX 973-399-6628  
E-Mail: [gcadet@irvingtonnj.org](mailto:gcadet@irvingtonnj.org)

### JERSEY CITY

Florence Baron, Development Officer  
Jersey City Economic Development Corp.  
City of Jersey City  
298 Academy Street  
Jersey City, NJ 07306  
201-284-9478 FAX 201-333-9323  
E-Mail: [fbaron@jcedc.org](mailto:fbaron@jcedc.org)

### PERTH AMBOY

Randy Convery, UEZ Coordinator  
Business Administration  
City of Perth Amboy  
260 High Street  
Perth Amboy, NJ 08861  
732-826-0290 ext. 4050 FAX 732-826-1160  
E-Mail: [rconvery@perthamboynj.org](mailto:rconvery@perthamboynj.org)

### PHILLIPSBURG

Pasquale Dragotta, UEZ Coordinator  
Phillipsburg Town  
Town Hall  
120 Filmore Street  
Phillipsburg, NJ 08865  
908-329-0661  
E-Mail: [patd.uez@phillipsburgnj.org](mailto:patd.uez@phillipsburgnj.org)

### PLAINFIELD

Jeannette Aparicio, UEZ Coordinator  
Economic Development  
515 Watchung Avenue  
Plainfield, NJ 07060  
(908) 226-2513or 2513 FAX 908-226-4909  
E-Mail: [jeannette.aparicio@plainfieldnj.gov](mailto:jeannette.aparicio@plainfieldnj.gov)

### PLEASANTVILLE

Rick Ginotte, UEZ Coordinator  
Urban Enterprise Zone Program  
City of Pleasantville  
18 N. First Street  
Pleasantville, NJ 08232  
609-652-7788 FAX 609-641-8642  
E-Mail: [rick\\_ginotte@pleasantvillenj.us](mailto:rick_ginotte@pleasantvillenj.us)  
[www.pleasantville-nj.org](http://www.pleasantville-nj.org)

### ROSELLE

Isiah Barr  
Administration Clerk  
Borough of Roselle  
210 Chestnut Street  
Roselle, NJ 07203  
(908) 259-3014 FAX 908-259-3005  
E-Mail: [ibarr@boroughofroselle.com](mailto:ibarr@boroughofroselle.com)



## Business Assistance Guide

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### KEARNY

John Peneda, UEZ Coordinator  
Urban Enterprise Zone Program  
Town Hall Annex  
410 Kearny Avenue  
Kearny, NJ 07032-2604  
201-955-7982 Ext. 8041 FAX 201-955-1827  
E-Mail: [jpeneda@kearnynj.org](mailto:jpeneda@kearnynj.org)

### LAKEWOOD

David Klein, Executive Director  
Lakewood Development Corp., Municipal Bldg.  
231 Third Street  
Lakewood, NJ 08701  
848-222-6341 FAX 732-719-4838  
E-Mail: [dklein@lakewoodnj.gov](mailto:dklein@lakewoodnj.gov)  
Website: <http://www.lakewoodnj.gov/departments/uez>

### LONG BRANCH

Jacob L. Jones, UEZ Coordinator  
City of Long Branch  
228 Broadway  
Long Branch, NJ 07740  
732-923-2040 FAX 732-263-0218  
E-Mail: [jjones@longbranch.org](mailto:jjones@longbranch.org)  
[www.longbranch.org](http://www.longbranch.org)

### MILLVILLE

Nichole Almanza  
City of Millville  
12 S High Street  
PO Box 609  
Millville, NJ 08332  
856-825-7000x7341 FAX 856-825-7401  
E-Mail: [Nichole.Almanza@millvillenj.gov](mailto:Nichole.Almanza@millvillenj.gov)

### MILLVILLE/VINELAND

Samantha Silvers, UEZ Coordinator  
Vineland/Millville UEZ,  
Vineland City Hall  
640 E. Wood Street, 4th Floor  
Vineland, NJ 08360  
856-794-4000 Ext. 4622 FAX 856-405-4607

### TRENTON

Thomas McGough, UEZ Coordinator  
Department of Housing & Economic Development  
City of Trenton  
319 E. State Street  
Trenton, NJ 08608-1866  
609-989-3508 FAX 609-989-4249  
E-Mail: [tmcgough@trentonnj.org](mailto:tmcgough@trentonnj.org)  
Website: [www.trentonnj.org](http://www.trentonnj.org)

### UNION CITY

Tammy Zucca, Treasurer  
Urban Enterprise Zone Program  
City of Union City  
3715 Palisade Avenue, 4th Floor  
Union City, NJ 07087  
201-348-2778 FAX 201-348-0639  
E-Mail: [tzucca@ucnj.com](mailto:tzucca@ucnj.com)

### VINELAND

Sandra Forosisky, UEZ Coordinator  
City of Vineland  
640 E. Wood Street PO Box 1508  
Vineland, NJ 08362-1508  
856-794-4000 Ext. 4623 FAX 856-405-4607  
E-Mail: [sforosisky@vinelandcity.org](mailto:sforosisky@vinelandcity.org)

### WEST NEW YORK

Jamie Cryan  
Municipal Administrator  
Town of West New York  
428 – 60th Street  
West New York, NJ 07093  
Office 201-295-5119/ Fax 201-861-2797  
Mobile 201-803-1299  
[jcryan@westnewyorknj.org](mailto:jcryan@westnewyorknj.org)

### CITY OF WILDWOOD/BOROUGH OF WILDWOOD CREST/CITY OF NORTH WILDWOOD/BOROUGH OF WEST WILDWOOD

Ernie Troiano, Mayor, City of Wildwood  
Enterprise Zone Develop. Corp. of the Wildwoods  
4400 New Jersey Avenue



E-Mail: [samantha.silvers@millvillenj.gov](mailto:samantha.silvers@millvillenj.gov)

Wildwood, NJ 08260

609-846-2044 FAX 609-523-2444

E-Mail: [troiano@wildwoodnj.org](mailto:troiano@wildwoodnj.org)

## MOUNT HOLLY

Josh Brown, UEZ Coordinator

Mount Holly Township

23 Washington Street

Mount Holly, NJ 08060

609-845-1163 FAX 609-267-1951

E-Mail: [jbrown@twp.mountholly.nj.us](mailto:jbrown@twp.mountholly.nj.us)

## MAIN STREET NEW JERSEY

Main Street New Jersey is a comprehensive revitalization program that promotes the historic and economic redevelopment of traditional business districts in New Jersey. The Program was established to encourage and support the revitalization of downtowns throughout the state. Historically, the program provided selected communities with technical assistance and training of proven value in revitalizing historic downtowns. The program helps municipalities improve the economy, appearance and image of their central business districts through the organization of local citizens and resources. For additional information regarding Main Street New Jersey contact: Sean Thompson at (609) 292-1716 or at [Sean.Thompson@dca.nj.gov](mailto:Sean.Thompson@dca.nj.gov).

<https://nj.gov/dca/services/lps/msnj.html>

## LABOR AND WORKFORCE DEVELOPMENT (LWD) ASSISTANCE PROGRAMS

### 1. UPSKILL: NJ Incumbent Worker Training Grant

NJ Incumbent Worker Training Grant funds are competitively awarded to New Jersey employers to provide cost reimbursement assistance to train incumbent frontline employees to meet the current and future occupational skill requirements of available high wage, middle-skill and high-skill jobs in New Jersey. Grant funds are intended to achieve measurable outcomes for the employees trained, “seed” occupational skills training, and support New Jersey businesses in acquiring a skilled workforce. Grant funds are not intended for annual training or training that would otherwise be conducted without grant assistance.

NJ Incumbent Worker Training Grants may contribute up to a maximum of a 50% match to training costs incurred by a New Jersey employer in one of two ways:



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1. Reimbursement by clock hour of instruction received from a third-party training provider(s). The maximum reimbursement rate of \$200 per clock hour (based on 10 or more trainees), for the direct training costs associated with third-party training delivery, includes:

- Tuition fees;
- Textbooks, software and other required materials;
- Examination/Credentialing fees.

2. Reimbursement for 50% of the base wages of trainees participating in approved training conducted by the employer. (For individual employer applications only.)

*LWD will give priority to businesses that are currently under procurement or a military contract with the United States Department of Defense, the United States Department of Veteran's Affairs or any branch of the United States Armed Forces; or businesses who will provide training to veterans; or businesses who focus on the fields of science, technology, engineering and mathematics (STEM). Applicants must explain how they meet the criteria.*

For more information, read the full Notice of Grant Opportunity at: <https://bit.ly/2P2jSFJ>.

## 2. Opportunity Partnership

LWD helps employers identify an appropriate educational institution or training provider to develop training programs to teach the skills you really need. Upon completing the program, trainees will be qualified for entry-level positions in your company. The partnership creates opportunities and benefits for all stakeholders. You get workers qualified to fill your job openings. The schools get great results - trainees go from graduation directly to a job. Jobseekers get fresh, desirable skills and a quick connection to the job market.

The cost of training is covered by grants paid by the LWD to the training provider, so there's no cost to employers.

Contact a representative at your local One-Stop Career Center. List on page 66 of this document.

[https://careerconnections.nj.gov/careerconnections/hire/training/opportunity/opportunity\\_partnership\\_program\\_for\\_businesses.shtml](https://careerconnections.nj.gov/careerconnections/hire/training/opportunity/opportunity_partnership_program_for_businesses.shtml)

## 3. Registered Apprenticeship

Registered apprenticeship is a proven solution for recruiting, training, and retaining world-class talent. It is a relationship between an employer and an employee during which the employee, or apprentice, learns a high-skill occupation. The registered apprenticeship model combines both classroom/related technical instruction (RTI) and on-the-job training. A sponsor, who can be an individual employer or an association of employers, operates the apprentice training programs on a voluntary basis.





[http://careerconnections.nj.gov/careerconnections/prepare/skills/apprentice/learn\\_about\\_registered\\_apprenticeships.shtml](http://careerconnections.nj.gov/careerconnections/prepare/skills/apprentice/learn_about_registered_apprenticeships.shtml)

#### **4. Employer Partnership**

LWD has a program that makes it easier for employers to hire new workers to assist with recovery efforts. The program will reimburse employers 50 percent of a new employee's wages up to \$10,000 to offset the costs of hiring a qualifying new employee for a contract period of 12 or 26 weeks.

[http://careerconnections.nj.gov/careerconnections/hire/hiring/grants/employer\\_partnership\\_program.shtml](http://careerconnections.nj.gov/careerconnections/hire/hiring/grants/employer_partnership_program.shtml)

#### **5. Targeted Recruitment Services**

Offered through LWD, state representatives at regional Business Resource Centers can help relocating employers find workers. Employers can schedule a date, time, and place for LWD representatives to help pre-screen job applicants from the company's pool of submitted resumes. The Business Resource Center can also market the positive recruitment online by creating flyers that are distributed through partners as well as community and faith-based organizations.

[http://careerconnections.nj.gov/careerconnections/recruit/recruitment/targeted\\_recruitment\\_services.shtml](http://careerconnections.nj.gov/careerconnections/recruit/recruitment/targeted_recruitment_services.shtml)

#### **6. Skills4Jersey**

These competitive grants are available to upgrade the skills of workers to ensure that New Jersey employers are more competitive in the global economy. Grant allocations may be applied to the direct cost of training (training vendor fees, training supplies, etc.) as well as the partial reimbursement of wages of workers participating in the training. Awards are capped at \$50,000 for companies with 250 employees or fewer and \$75,000 for companies with 250 employees or more and can range up to \$1,000 per employee trained depending on the complexity and term of the training.

[https://careerconnections.nj.gov/careerconnections/hire/training/skills/skills\\_partnership\\_program.shtml](https://careerconnections.nj.gov/careerconnections/hire/training/skills/skills_partnership_program.shtml)

#### **7. Literacy Training Grants**

LWD provides financial assistance for basic skills training. Award consideration is given to qualified displaced, disadvantaged, and employed workers. Basic skills training is limited to reading comprehension, math skills, basic computer literacy, English language proficiency, and work readiness skills.

<https://www.nj.gov/labor/handbook/chap3/chap3sec3GrantEmployerServices.html>



## 8. Positive Recruitment

Offered through the LWD, state representatives at regional Business Resource Centers can help relocating employers find workers. Employers can schedule a date, time, and place for LWD representatives to help pre-screen job applicants from the company's pool of submitted resumes. The Business Resource Center can also market the positive recruitment online.

## 9. WorkFirst New Jersey

Administered by LWD, employers can receive up to half of the new employees' gross wages for up to 26 weeks to help defray the costs of their training. Employment specialists at local One-Stop Career Centers pre-screen job applicants from the WorkFirst New Jersey Food Stamp Employment & Training Programs. A WorkFirst New Jersey participant is someone who is receiving public assistance such as Temporary Assistance for Needy Families (TANF), General Assistance, or non-public assistance Supplemental Nutrition Assistance Program. The most qualified applicants are referred to employers, who interview candidates and make the final hiring decision. Before employers hire a WorkFirst participant, they meet with an OJT specialist from the LWD to draw up a contract. The contract will outline the OJT training requirements for each position, and specify the level of reimbursement. Key program features:

- Trainees must be participants in the WorkFirst New Jersey or Food Stamp Employment and Training programs.
- Trainees must be paid the applicable state or federal minimum wage, or \$8.50 an hour, whichever is highest.
- The contract period must be at least four weeks (20 working days), but not longer than six months (130 working days), depending on the complexity of skills to be learned.
- Positions must be full time and permanent, except in special situations.
- Employers will retain trainees as permanent employees upon satisfactory completion of training period.
- The OJT contract exists at the discretion of the Department of Labor and Workforce Development.

### Incentives:

- An OJT specialist will complete all the paperwork
- You may use OJT reimbursement to help fund the first six months of an apprenticeship program for qualified WorkFirst New Jersey participants.
- Employers who hire WorkFirst New Jersey participants also may be eligible for the Work Opportunity Tax Credit program (but not during the WorkFirst New Jersey OJT period).

[https://www.state.nj.us/careerconnections/hire/hiring/workfirst/incentives\\_for\\_hiring\\_workfirst\\_new\\_jersey\\_participants.shtml](https://www.state.nj.us/careerconnections/hire/hiring/workfirst/incentives_for_hiring_workfirst_new_jersey_participants.shtml)

## 10. Vocational Rehabilitation OJT



The NJ Division of Vocational Rehabilitation Services (DVRS) assists businesses in training and retraining productive workers with significant barriers to employment due to disability. Employers may receive up to half of the worker's salary while the individual learns the essential knowledge and job skills required, in on-the-job training program. DVRS will assist companies in how to obtain tax credits that the company may be eligible for when hiring workers with disabilities.

[https://www.state.nj.us/careerconnections/plan/foryou/disable/vocational\\_rehabilitation\\_services.shtml](https://www.state.nj.us/careerconnections/plan/foryou/disable/vocational_rehabilitation_services.shtml)

## 11. New Jersey Career Connections ([www.careerconnections.nj.gov](http://www.careerconnections.nj.gov))

LWD launched the New Jersey Career Connections website to link New Jersey job-seekers and employers. The website helps connect the businesses that are creating these jobs to the New Jerseyans who want them.

### Features for Job-Seekers include:

- Interactive Job Bank: a resource offering information on more than 165,000 jobs inside the state and another 410,000 jobs within a 50 mile radius of New Jersey.
- Career Assessment: a government link that guides people in assessing their skills, job interests, educational needs and the likelihood of finding a job in the fields they explore.
- Talent Networks: workforce programs provided through employers and educational institutions that help transition workers from disappearing job sectors into potential careers in such growing areas as life sciences and green industries.
- Training: learn about educational opportunities, financial aid, training grants, apprenticeships and the state's Consumer Report Card to evaluate training providers.
- One Stop Career Centers: Information on the location and services available at more than 30 regional Department of Labor offices that offer job-seekers access to computers, phones and copy machines.

### Features for Employers include:

- Interactive job bank: a data bank where businesses may instantaneously post job opportunities and search the resumes posted by job-seekers.
- Expert advice: a portal to the state's Business Representatives who help companies with needs consultation, employee recruitment services, new and incumbent worker training grants, hiring incentives and government navigation
- Grants: information on Customized Training Grants and Literacy Grants that help companies remain competitive by improving the workplace skills of their existing workers and open the possibility of expanding their operations by training new workers.
- Incentive programs: from tax credits to funding through several On-the-Job training programs that give employers financial assistance to expand their staff and ultimately their business operations.
- One Stop Career Centers: learn about how more than 30 regional offices are not just for job-seekers, but also for business owners who need help building their future

## 12. Work Opportunity Tax Credit

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The Work Opportunity Tax Credit (WOTC) is a federal credit available to private-for-profit employers who hire from specific targeted groups (see link for list below) of people that have in the past experienced difficulty in securing employment. Targeted groups include, among others, disabled veterans and unemployed veterans. WOTC has been reauthorized through 2019. In order to qualify, a new hire must have been unemployed at least 27 weeks or longer on the day before their start date, AND must have collected unemployment benefits at some time (even one week) during that period of unemployment.

[https://www.careerconnections.nj.gov/careerconnections/hire/hiring/wotc/work\\_opportunity\\_tax\\_credit.shtml](https://www.careerconnections.nj.gov/careerconnections/hire/hiring/wotc/work_opportunity_tax_credit.shtml)

### **13. Internship Incentive Program**

The Internship Incentive Program is available to employers who are interested in hiring students performing job duties in one of the following industries: Advanced Manufacturing, Construction & Utilities, Financial Services, Health Care, Life Sciences, Retail, Hospitality and Tourism, Technology or Transportation, Logistics and Distribution. Please visit the website listed below for additional information about the program and to access an application.

[http://careerconnections.nj.gov/careerconnections/hire/hiring/paths/many\\_paths\\_one\\_future.shtml](http://careerconnections.nj.gov/careerconnections/hire/hiring/paths/many_paths_one_future.shtml)

### **14. Career Accelerator Program**

The Career Accelerator Program is available to employers who are interested in hiring student performing job duties in the areas of Science, Technology, Engineering or Mathematics. Please visit the website listed below for additional information about the program and to access an application.

[https://www.nj.gov/labor/internships/NJSTEM\\_Internship.html](https://www.nj.gov/labor/internships/NJSTEM_Internship.html)

### **15. Labor Market Information/County Information**

The NJ Department of Labor (DOL) maintains a vast array of information important to employers and job seekers. Information categories include: Demographics; Current Employment Statistics; Unemployment Rates & Labor Force Estimates; Industry and Economic Information. This information can be accessed on the DOL's website at: [www.nj.gov/labor/lpa/LMI\\_index.html](http://www.nj.gov/labor/lpa/LMI_index.html).

### **16. Prevailing Wage Rates**

All contractors and subcontractors performing public work for a public body shall post the prevailing wage rates for each craft and classification, including the effective date of any changes to the rate, in a prominent and easily accessible place at the site of the work or at such places that are used by employers to pay workers their wages. Prevailing rates for all 21 counties in New Jersey can be found at the below link.



[www.nj.gov/labor/wagehour/wagerate/prevaling\\_wage\\_determinations.html](http://www.nj.gov/labor/wagehour/wagerate/prevaling_wage_determinations.html)

## 17. New Jersey County Fact Sheets

The DOL's Division of Labor Market and Demographic Research has also developed fact sheet for all 21 counties in New Jersey [www.nj.gov/labor/lpa/pub/factbook/factbook\\_index.html](http://www.nj.gov/labor/lpa/pub/factbook/factbook_index.html).

## 18. Occupational Safety & Health On-Site Consultation Program

Using the New Jersey Department of Labor and Workforce Development free On-Site Consultation Service, employers can find out about potential hazards at their worksites, improve their occupational safety and health management systems, arrange safety and health training, and even qualify for a [safety recognition award](#).

The service is delivered by the New Jersey Department of Labor and Workforce Development, Division of Public Safety and Occupational Safety and Health, using well-trained safety and health professionals. Consultations take place on-site, though limited services away from the worksite are available.

Primarily targeted for smaller businesses (less than 250 employees), this safety and health consultation program is completely separate from the OSHA inspection effort. In addition, no citations are issued or penalties proposed.

Under the Small Business Focus (SBF) initiative, companies with 50 or fewer employees will receive a special priority in scheduling consultations.

Your name, your firm's name, and any information you provide about your workplace, plus any unsafe or unhealthful working conditions that the consultant uncovers is kept confidential and will not be reported routinely to the OSHA enforcement staff. Your only obligation will be to commit to correcting serious job safety and health hazards -- a commitment which you are expected to make prior to the actual visit and carry out in a timely manner.

### Getting Started

Since consultation is a voluntary activity, you must request it. You can request a consultation using our [request form](#), by phone (609) 292-0404, by email [safetyhealth\\_onsiteconsult@dol.nj.gov](mailto:safetyhealth_onsiteconsult@dol.nj.gov), or by letter to New Jersey Department of Labor and Workforce Development, Division of Public Safety and Occupational Safety and Health, P.O. Box 953, Trenton, NJ 08625.

## 19. Department of Labor and Workforce Development Business Representatives and Veterans Business Representatives

Business Representatives and Veteran Business Representatives work with businesses of all sizes to help them thrive. They assist with growing your business, hiring, recruitment, hiring incentives, and funding assistance for employee training.



## Business Assistance Guide

To schedule a one-on-one appointment, please contact your local Business Representative or Veteran Business Representative.

### Business Representatives:

County	Business Representative	Field Station	Office	Cell
Atlantic	Samuel Wear	Pleasantville	609-645-6712	Pending
Bergen	Bob Curran	Hackensack	201-329-9600 Ext. 5662	609-358-3293
Bergen	Donald Escue	Hackensack	201-329-9600 Ext. 5506	609-358-2553
Burlington	Craig Jez	Mt. Laurel	609-518-3918	609-414-6372
Camden	Jeanne Page-Soncrant	Camden	856-968-4218	609-358-3850
Cape May	Samuel Wear	Pleasantville	609-645-6712	609-358-3850
Cumberland	Sherry Thompson	Vineland	856-238-6757	609-358-3433
Essex	Evanthia Corrado	East Orange	973-395-3248	609-358-2513
Essex	Ronda Merritt	Newark	973-648-2061	609-358-3232
Gloucester	JaNea Wilson	Thorofare	856-384-3763	609-358-2357
Hudson	Hector Alba	Jersey City	201-217-7855	609-571-7269
Hunterdon	Jessica Johannesen	Flemington	908-575-3239	609-414-6255
Mercer	Iliana Ivanov	Trenton	609-633-8208	609-358-3277
Middlesex	Anthea Williams	New Brunswick	732-745-8219	609-358-3570
Monmouth	TBD	Eatontown		
Morris	Eva Fernandez	Randolph	862-397-5600 Ext. 3975736	609-358-2696
Morris	Sean Hendricks	Randolph	862-397-5600 Ext. 3975710	609-358-2885





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Ocean	Lucille Brown	Toms River	732-736-7221	609-358-2259
Passaic	Maribel Fermin	Paterson	973-742-9226 Ext. 7276	609-358-2691
Salem	Sherry Thompson	Vineland	856-238-6757	609-358-3433
Somerset	Amanda Modale	Somerville	908-704-3356	609-358-3446
Sussex	Eva Fernandez	Randolph	862-397-5600 Ext.3975736	609-358-2696
Sussex	Sean Hendricks	Newton	862-397-5600 Ext.3975710	609-358-2885
Union	TBD	Plainfield		
Warren	Eva Fernandez	Newton	862-397-5600 Ext.3975736	609-358-2696
Warren	Sean Hendricks	Randolph	862-397-5600 Ext.3975710	609-358-2885

### Veteran Business Representatives:

County	Veteran Business Representative	Field Station	Office	Cell
Atlantic	Ricky Ohara	Thorofare	856-384-3719	609-358-3662
Bergen	Angelica Lindo	Jersey City	201-329-9600 Ext. 5515	609-731-2841
Burlington	Jason Newman	Camden	856-614-3158	609-358-3115
Camden	Jason Newman	Camden	856-614-3158	609-358-3115
Cape May	Ricky Ohara	Thorofare	856-384-3719	609-358-3662
Cumberland	Ricky Ohara	Thorofare	856-384-3719	609-358-3662
Essex	Angelica Lindo	Jersey City	201-329-9600 Ext. 5515	609-731-2841



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Gloucester	Jason Newman	Camden	856-614-3158	609-358-3115
Hudson	Angelica Lindo	Jersey City	201-329-9600 Ext. 5515	609-731-2841
Hunterdon	Mark Ortega	Randolph	862 397-5600 Ext. 3975740	609-414-6991
Mercer	Stanley Sinicki	Toms River	732-736-7221	609-358-3675
Middlesex	John Lehnert	New Brunswick	732-937-6206	609-358-3660
Monmouth	Stanley Sinicki	Toms River	732-736-7221	609-358-3675
Morris	Mark Ortega	Randolph	862 397-5600 Ext. 3975740	609-414-6991
Ocean	Stanley Sinicki	Toms River	732-736-7221	609-358-3675
Passaic	Angelica Lindo	Jersey City	201-329-9600 Ext. 5515	609-731-2841
Salem	Ricky Ohara	Thorofare	856-384-3719	609-358-3662
Somerset	Mark Ortega	Randolph	862 397-5600 Ext. 3975740	609-414-6991
Sussex	Mark Ortega	Randolph	862 397-5600 Ext. 3975740	609-414-6991
Union	John Lehnert	New Brunswick	732-937-6206	609-358-3660
Warren	Mark Ortega	Randolph	862 397-5600 Ext. 3975740	609-414-6991

## 20. New Jersey Industry Partnerships

Industry Partnerships are the New Jersey Labor Department's vehicle for building sector partnerships that facilitate public-private collaborations to meet workforce and economic challenges. Industry Partnerships bring together business leaders from similar sectors to discuss their workforce needs and resolve their operational concerns. Also in the room are representatives of public agencies, silent



## Business Assistance Guide

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partners who work to develop customized solutions tailored to the specific, expressed needs of the industry sector.

The goal of this new sector partnership model is to help regional economies thrive and encourage business to set the agenda to resolve industry challenges. This is a unique opportunity to identify problems best solved collaboratively.

New Jersey has embraced the nationally recognized Next Generation Sector Partnership model to build industry-driven partnerships across the state

<https://www.nj.gov/labor/employer-services/industry-partnerships/about.shtml>

### Industry Focus:

- Construction & Energy
- Finance
- Health Care
- Leisure & Hospitality
- Life Sciences
- Manufacturing
- Retail Trade
- Technology
- Transportation, Distribution & Logistics

### Contact:

Kerri Gatling, Chief

Phone: 609-292-2468

Email: [njip@dol.nj.gov](mailto:njip@dol.nj.gov)

## 21. The New Jersey Apprenticeship Network (NJAN)

NJAN is committed to developing a 21<sup>st</sup> century apprenticeship model that drives economic development through skills and educational attainment by developing and strengthening apprenticeship programs throughout the state, and increasing opportunities for both youth and adults. The Office of Apprenticeship is the primary contact and technical resource for employers, educational institutions, trade associations, and current/future apprentices for all statewide NJAN initiatives.

<https://www.nj.gov/labor/career-services/apprenticeship/index.shtml>

**Registered apprenticeship** combines formal instruction with a paid, on-the-job learning program. You'll benefit by earning money while learning specialized skills that lead to a sustaining career. Employers may even subsidize some or all the cost of the outside training and education. Depending on their program and path, some apprentices will earn a degree and/or nationally recognized industry credential.



<https://www.nj.gov/labor/career-services/apprenticeship/foremployers.shtml>

## 22. One Stop Career Centers

New Jersey's One-Stop Career Centers provide a multitude of services such as:

- Job search assistance
- Training and education assistance
- Specialized services
- On-site resource rooms (PCs, telephones, etc.)

Click or tap to follow the link:

Atlantic County

Bergen County

Burlington County

Camden County

Cape May County

Cumberland County

Essex County - East Orange

Essex County - Newark

Gloucester County

Hudson County - Jersey City

Hudson County - Union City

Hunterdon County

Mercer County

Middlesex County - New Brunswick

Middlesex County - Perth Amboy

Monmouth County - Eatontown

Monmouth County - Neptune

Morris County - Morris Plains

Morris County - Randolph

Ocean County - Hooper Avenue

Ocean County - Route 9

Passaic County - Passaic

Passaic County - Paterson

Salem County - Penns Grove

Salem County - Salem

Somerset County

Sussex County

Union County - Elizabeth

Union County - Plainfield

Warren County

## 23. Workforce Development Boards (WDBS)

Local Workforce Development Boards (WDBs), in partnership with the State Employment and Training Commission – the state WDB, work to enhance the global competitiveness of New Jersey's businesses by developing a world-class workforce.

The WDBs are business-led boards, serving a county or multi-county area. A WDB acts like a Board of Directors, to identify the needs of the local job market, leverage resources, oversee One-Stop Career Centers, and direct workforce investment programs in their area. They work in conjunction with economic development and related organizations to promote economic growth and the full utilization of the workforce.

WDBs are charged with integrating publicly funded workforce services and job training programs into a system that is flexible, seamless, accountable, and responsive to the needs of both workers and businesses.

### New Jersey Local Workforce Development Boards by Region

#### North Region:



**Bergen County WDB:** <http://bergenworkforce.org/>  
**Essex County WDB:** <http://essexcountynj.org/economic-dev-training-employment/>  
**Greater Raritan WDB (Hunterdon and Somerset Counties):** <https://www.thegrwdb.org/>  
**Hudson County-Jersey City WDB:** <http://hcstonline.org/wdb/index.html>  
**Morris-Sussex-Warren WDB:** <https://mswwdb.org/>  
**Newark City WDB:** <http://www.newarkwdb.org/>  
**Passaic County WDB:** <http://wdbpc.org/>  
**Union County WDB:** <http://ucnj.org/wdb/>

**Central Region:**

**Mercer County WDB:** <http://www.mercercounty.org/boards-commissions/workforce-development-board-296>  
**Middlesex County WDB:** <https://www.mcwdb.org/>  
**Monmouth County WDB:** <https://co.monmouth.nj.us/page.aspx?ID=3902>  
**Ocean County WDB:** <http://www.co.ocean.nj.us/OC/OCDHS/frmWDB.aspx>

**South Region:**

**Atlantic County WDB:** <https://atlanticcountywdb.com/>  
**Burlington County WDB:** <http://www.co.burlington.nj.us/327/Workforce-Development-Board>  
**Camden County WDB:** <http://ccwib.com/home.html>  
**Cumberland-Salem-Cape May WDB:** <http://www.co.cumberland.nj.us/content/22602/23188/24016/25192.aspx>  
**Gloucester County WDB:** <http://www.gloucestercountynj.gov/depts/w/wib/default.asp>

## 24. County Colleges

New Jersey's 19 County Colleges provide a host of services to New Jersey's business community, including support for professional development and continuing education. Community colleges will often act as grant writers and provide training for employers seeking workforce training grants from the NJ Department of Labor (see "UPSKILLS" in "Workforce Training, Recruitment, Labor Market, Worker Safety" section above.)

**Atlantic Cape Community College**

Sherwood Taylor  
5100 Black Horse Pike  
Mays Landing, NJ 08330-2699  
609-343-4816  
[staylor@alantic.ed](mailto:staylor@alantic.ed)

**Rowan College at Burlington County**

Linda Bobo  
County Route 530  
Pemberton, NJ 08068-1599  
856-222-9311 Ext. 2535 1  
[lbobo@rcbc.edu](mailto:lbobo@rcbc.edu)

**Bergen Community College**

Christine Gillespie, M.S. Ed., Dean  
400 Paramus Road  
Paramus, NJ 07652-1595  
201-447-7488  
[ssroka@bergen.edu](mailto:ssroka@bergen.edu)

**Camden County College**

Carol McCormick, Account Executive  
P.O. Box 200  
Blackwood, NJ 08012  
856-227-7200 Ext. 4908  
[cmccormick@camdencc.edu](mailto:cmccormick@camdencc.edu)

**Brookdale Community College**

Jim McCarthy  
Newman Springs Road  
Lincroft, NJ 07738  
(732) 224-2186  
[jimmccarthy@brookdalecc.edu](mailto:jimmccarthy@brookdalecc.edu)

**Cumberland County College**

Dr. Terrence Hardee  
Director of Workforce,  
Community & Technical Ed.  
PO Box 1500  
Vineland, NJ 08362-1500  
856-766-2370



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Essex County College  
Natalie Lee Pow, Corp. & Bus.  
Training Ctr.  
303 University Ave.  
Newark, NJ 07102-1798  
973-877-3547  
[Nleepow1@essex.edu](mailto:Nleepow1@essex.edu)

Rowan College at Gloucester County  
Allen Magid  
Sales Manager Continuing Ed.  
1400 Tanyard Road  
Sewell, NJ 08080  
856-468-5000 x 5503  
[amagid@gccnj.edu](mailto:amagid@gccnj.edu)

[Hudson County Community College](#)  
Ana Chapman  
Executive Director  
Center for Business & Industry  
161 Newkirk Street, Fifth Floor  
Jersey City, NJ 07306  
201-360-4242  
[achapman@hccc.edu](mailto:achapman@hccc.edu)

[Mercer County Community College](#)  
Tedroy Young  
1200 Old Trenton Road  
Trenton, NJ 08690  
609-570-3612  
[youngt@mccc.edu](mailto:youngt@mccc.edu)

[Middlesex County College](#)  
Nick DeMatteo  
Coordinator Institute  
2600 Woodbridge Ave.  
Edison, NJ 08818-3050  
732-906-4681  
[ndematteo@middlesexcc.edu](mailto:ndematteo@middlesexcc.edu)

[County College of Morris](#)  
Iren Kaler, Director of Workforce  
Development, Corporate and  
Community Programs  
214 Center Grove Road  
Randolph, NJ 07869-2086  
973-328-5085  
[ikaler@ccm.edu](mailto:ikaler@ccm.edu)

[Ocean County College](#)  
Michael Forcella, Manager of Business  
Engagement  
College Drive  
Toms River, NJ 08754-2001  
732-255-0400 ext. 2157  
[mforcella@ocean.edu](mailto:mforcella@ocean.edu)

[Passaic County Community College](#)  
Michael Powell, Executive Director of  
Continuing Education and Workforce  
Development  
One College Blvd.  
Paterson, NJ 07505  
973-684-6224  
[MPowell@pccc.edu](mailto:MPowell@pccc.edu)

[Raritan Valley Community College](#)  
Joanne Bateman Coffaro  
Director Workforce Training Ctr.  
P.O. Box 3300  
Somerville, NJ 08876-1265  
908-526-1200 x8639  
[jcoffaro@raritanval.edu](mailto:jcoffaro@raritanval.edu)

[Salem Community College](#)  
Ron Burkhardt, Director of Business  
Outreach and Continuing Education,  
460 Hollywood Ave.  
Carneys Point, NJ 08069  
856-351-2608  
[rburkhardt@salemcc.edu](mailto:rburkhardt@salemcc.edu)

[Sussex County Community College](#)  
Kathryn Quinn, Coordinator Community  
Education  
One College Hill  
Newton, NJ 07860  
973-300-2279  
[kquinn@sussex.edu](mailto:kquinn@sussex.edu)

[Union County College](#)  
Dr. Lisa Hiscano, Executive  
Director of Community Education  
and Workforce Development  
1033 Springfield Ave.  
Cranford, NJ 07016  
908-965-2358  
[Hiscano@ucc.edu](mailto:Hiscano@ucc.edu)

[Warren County Community College](#)  
Dawn Smith, Workforce & Industry  
Training Specialist  
475 Route 57 West  
Washington, NJ 07882-4343  
908-835-4029  
[dsmith3@warren.edu](mailto:dsmith3@warren.edu)

## 25. NJ Employer Access

The New Jersey Department of Labor and Workforce Development is upgrading to a new, more user-friendly jobs platform. This new portal will provide employers with the most up-to-date and responsive information available on job openings, labor market data, employment resources, and more.





All you have to do to join the new National Labor Exchange (NLx) New Jersey Employer Access platform is click **here** to register.

<https://newjersey.usnlx.com/>

## ENERGY EFFICIENCY PROGRAMS & INCENTIVES

### 1. New Jersey Board of Public Utilities (BPU) – [www.state.nj.us/bpu](http://www.state.nj.us/bpu)

The BPU is a regulatory authority with a statutory mandate to ensure safe, adequate, and proper utility services at reasonable rates for customers in New Jersey. The Business Ombudsman's office at the BPU assists businesses with managing their energy costs through a strategic approach to efficiency, renewable technologies and supply purchasing. The Ombudsman's office may also be able to help businesses navigate energy concerns.

The BPU's Division of Clean Energy is responsible for the New Jersey Clean Energy Program (NJCEP). The NJCEP has a suite of programs that are designed to reduce energy consumption and save customers money on their utility bills. NJCEP offers financial incentives for commercial, industrial, and governmental customers to retrofit and upgrade to new energy efficient technologies on new and existing buildings. By using the NJCEP, businesses will more effectively utilize power, lower expense and become more sustainable. For more information call 1-866-657-6278 or visit [njcleanenergy.com](http://njcleanenergy.com).

#### General Program Process:

- Most programs require pre-approval prior to equipment installation (See specific program details for more information).
- Pre and post inspections requirements are determined by a number of factors including incentive value, technology and program. Incentives >\$500,000 require Board of Public Utilities (BPU) approval. BPU Board meetings are held roughly once per month. BPU's Board meeting schedule can be found on the BPU's web site <http://www.state.nj.us/bpu/index.shtml>
- Program administration outsourced to TRC Energy Services.
- Application documents must be prepared by TRC 5 weeks in advance of the BPU Board meeting.

#### SmartStart Program, Prescriptive Measures

- Allows customers to choose equipment from a pre-qualified list of energy-efficiency measures and receive a fixed incentive.
- For eligible K-12 public schools, local government or facilities located in an Urban Enterprise Zone (UEZ) or Opportunity Zone (OZ), the project incentive is doubled or capped at project cost; whichever is less
- Commercial and industrial customers of any size are eligible.
- Incentive capped at \$500,000 per year per electric and natural gas utility account.
- Designed for customers who have projects beyond the design phase. These projects may include new construction, renovation, remodeling, and equipment replacement.



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- Prescriptive measures are those technologies where energy savings can be predicted with reasonable accuracy. These technologies include:

Electric Chillers	Gas Cooling
Electric Unitary HVAC	Ground Source Heat Pumps
Gas Heating	Variable Frequency Drives
Gas Water Heating	Premium Motors
Prescriptive Lighting	Lighting Controls
Performance Lighting	Refrigeration Controls
Refrigeration Doors/Covers	

- Pre-approval is no longer required for prescriptive measures with the exception of Prescriptive and Performance Lighting and Lighting Controls Applications with an incentive  $\geq \$100,000$  and Custom Measures. Please note that anyone who purchases and installs equipment without Program Manager approval does so at his/her own risk.

### SmartStart Program, Custom Measures

- Incentive available for new and/or innovative energy efficiency technologies not offered a prescriptive incentive.
- For projects more complex than prescriptive measures but involving less than a whole building design.
- Incentive capped at \$500,000 per year per electric and natural gas utility account.
- Customers are required to provide a detailed analysis of technology.
- Incentives are assessed on a case-by-case basis.
- To be eligible, a proposed electric project must offer a reduction of 75,000 kWh annual energy savings.
- Gas projects are required to reduce gas usage by 1,500 therms annually.

### Pay For Performance

- Designed for construction and existing building projects. Holistic building approach for higher levels of energy performance geared to new construction and existing building projects.
  - \$1 million per electric meter; \$1 million for natural gas meter. Annual entity cap of \$4 million.
  - For eligible K-12 public schools, local government or facilities located in an Urban Enterprise Zone (UEZ) or Opportunity Zone (OZ), the second and third incentive is doubled but not to exceed 80% of the project cost.
  - A large network of approved Program Partners provide technical services to the customer to walk them through the program.
  - Customer's selected Partner develops an Energy Reduction Plan for each project that includes technical components, a financial plan for funding the energy efficient measures, and a construction schedule for installation.
1. Existing Buildings
    - For buildings over 200 kW peak demand.
    - Select multifamily buildings with a peak demand over 100 kW are also eligible.



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- A minimum 15 percent total energy savings is required to participate in the program. Industrial customers must meet a minimum energy savings of 4 percent of total facility consumption, whichever is greater.
- Incentives split with some paid upfront, some upon completion, and the remainder after measured savings for one year.

### 2. New Construction/Major Gut Rehabilitation

- Project site must be 50,000 square feet or larger of conditioned space.
- A minimum of 5 percent source energy or cost savings must be achieved over existing building code. (Currently ASHRAE 90.1-2013 is recognized.)
- Incentives are awarded as program milestones are completed with the final incentive paid a one year performance verification period.

### Direct Install

- Provides direct installation of prescribed measures that save electric and/or natural gas for customers with an average 200 kW peak monthly demand over within the most recent 12-month period.
- Local approved contractors install measures based on building needs and up to 70 percent of the material and labor costs are incentivized and paid to the installing contractor. Business pays for the remaining 30 percent. For eligible K-12 public schools, municipalities or facilities located in an Urban Enterprise Zone (UEZ) or Opportunity Zone (OZ), the project incentive is increased up to 80% of the installed project cost.
- Incentives are limited to \$125,000 per project; \$250,000 per entity. For eligible K-12 public schools, municipalities or facilities located in an Urban Enterprise Zone (UEZ) or Opportunity Zone (OZ), the project cap is increased to \$250,000 per project and \$4,000,000 per entity.
- Recommended measures must achieve savings criteria through program resource cost test.
- Average length of time for job completion, 4-6 months.

### Free Energy Benchmarking

- This free service provides energy managers and building owners with a performance assessment and valuable information on how to get your project started.
- Benchmarking is available for hospitals and healthcare, municipalities, industries, hospitality, multifamily, higher education, retail and other commercial accounts.
- For 2011, K-12 public schools are eligible for free energy benchmarking.
- The Clean Energy Act requires all commercial buildings over 25,000 square feet have an energy and water benchmark by 2024.

### Combined Heat & Power (CHP) and Fuel Cells

- Incentives available for combined heat & power and fuel cells (electric only)
- Incentive and project cap based on type of unit and capacity (kW)
- Payments provided in three intervals after the project is approved (prime mover purchase, installation and verification of performance)
- CHP project efficiency must achieve an annual rating of at least 60% (higher heating value – HHV)



- Fuel cells without heat recovery (Electric only) must achieve an electric system efficiency of at least 40% (HHV).
- Bonus incentives available for systems incorporating blackstart and islanding technology at a critical facility.

## 2. NJ Clean Energy Program

New Jersey's Clean Energy Program is a statewide program that offers financial incentives, programs and services for New Jersey residents, business owners and local governments to help them save energy, money and the environment.

- [Rebate Quicklinks](#)
- [Solar Renewable Energy Certificate \(SREC\) Program](#)

<http://www.njcleanenergy.com/>

## 3. Local Government Energy Audit

The [Local Government Energy Audit](#) is available to qualifying local governmental and non-profit entities, as well as state colleges and universities. NJCEP provides 100% reimbursement for investment grade energy audits by a prequalified network of energy auditing firms. It allows them to examine their facilities and see how they can improve their energy use.

The program can help you identify cost-justified energy-efficiency measures, as well as subsidize the full cost of the audit. The entire audit process including customer assistance, application processing and auditing will be performed by TRC Energy Services, the Program Manager for *New Jersey's Clean Energy Program* (NJCEP). More details are available about the LGEA program in the [Program Guide](#) and [FAQs](#).

The [LGEA Application Workbook](#) walks applicants through the application requirements. If you have additional questions, please contact us at 866-NJSMART (657-6278) or by email at [LGEA@NJCleanEnergy.com](mailto:LGEA@NJCleanEnergy.com).

Note: If you have submitted a question or application to this email address and have not received a response within five business days, please contact our office at (732) 855-0033 extension 0.

<http://www.njcleanenergy.com/commercial-industrial/programs/local-government-energy-audit/local-government-energy-audit>

## ELECTRIC UTILITIES

### 1. PSE&G NORTHERN TEAM



## Business Assistance Guide

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Calvin Ledford  
Director – External Affairs North  
[Calvin.Ledford@pseg.com](mailto:Calvin.Ledford@pseg.com)  
973.725.5650

Everton Scott  
Sr. Regional Public Affairs Manager  
*Hunterdon County and Morris County*  
[Everton.Scott@pseg.com](mailto:Everton.Scott@pseg.com)  
973.494.3691

Caren Freyer  
Regional Public Affairs Manager  
*Essex County (West Caldwell, Cedar Grove, Essex Fells, Fairfield, Livingston, Millburn, North Caldwell, Roseland, Verona, West Caldwell)*  
[Caren.Freyer@pseg.com](mailto:Caren.Freyer@pseg.com)  
973.289.1840

Joseph D. McQueen  
Regional Public Affairs Manager  
*Essex County (Bloomfield, East Orange, Glen Ridge, Maplewood, Montclair, Nutley, Orange, South Orange, West Orange)*  
[Joseph.McQueen@pseg.com](mailto:Joseph.McQueen@pseg.com)  
973.912.3220

Michele Gonzalez  
Sr. Regional Public Affairs Manager  
*Essex County (Belleville, Irvington, Newark)*  
[Michele.Gonzalez@pseg.com](mailto:Michele.Gonzalez@pseg.com)  
973.417.0701

### SOUTHERN TEAM

Eileen Leahey  
Director – External Affairs South  
[Eileen.Leahey@pseg.com](mailto:Eileen.Leahey@pseg.com)  
973.445.4433

Rich Dwyer  
Sr. Regional Public Affairs Manager  
*Hudson County*  
[Richard.Dwyer@pseg.com](mailto:Richard.Dwyer@pseg.com)  
551.233.3257

David Hollenbeck  
Sr. Regional Public Affairs Manager  
*Bergen County (South)*  
[David.Hollenbeck@pseg.com](mailto:David.Hollenbeck@pseg.com)  
201.240.4348

Donnett Verley  
Regional Public Affairs Manager  
*Bergen County (North)*  
[Donnett.Verley@pseg.com](mailto:Donnett.Verley@pseg.com)  
201.912.3818

Paul Drake  
Regional Public Affairs Manager  
*Passaic County and Bergen County (Elmwood Park, Fair Lawn, Garfield, Oakland, and Wallington)*  
[Paul.Drake@pseg.com](mailto:Paul.Drake@pseg.com)  
908.872.3790

Michael Coyle  
Regional Public Affairs Manager  
*Somerset County and Union County*  
[Michael.Coyle@pseg.com](mailto:Michael.Coyle@pseg.com)  
609.780.6832

Addie Colon  
Regional Public Affairs Manager  
*Burlington County, Camden County, and Gloucester County*  
[Adelaida.Colon@pseg.com](mailto:Adelaida.Colon@pseg.com)



Frank Lucchesi  
Sr. Regional Public Affairs Manager  
*Mercer County, Middlesex County  
and Monmouth County*  
[Frank.Lucchesi@pseg.com](mailto:Frank.Lucchesi@pseg.com)  
609.638.7608

## 2. JCP&L

County	External Affairs Manager	Telephone Number
Burlington	Ron Crocker	732-557-6158
Essex	Carol Bianchi	908-608-5010
Essex	Robert Flynn	973-331-5386
Hunterdon	Stan Prater	908-689-6880
Mercer	Jim Markey	732-723-6652
Middlesex	Jim Markey	732-723-6652
Monmouth	Jim Markey	732-723-6652
Monmouth	John Meehan	732-370-7260
Monmouth	Frank Luna	732-923-2350
Morris	Jacqueline Espinoza	973-300-2929
Morris	Carol Bianchi	908-608-5010
Morris	Robert Flynn	973-331-5386
Ocean	Ron Crocker	732-557-6158
Ocean	John Meehan	732-370-7260
Passaic	Robert Flynn	973-331-5386
Somerset	Robert Flynn	973-331-5386
Somerset	Carol Bianchi	908-608-5010
Sussex	Jacqueline Espinoza	973-300-2929
Union	Carol Bianchi	908-608-5010
Warren	Stan Prater	908-689-6880

## 3. Rockland Electric

Gigi Aniciete-Quijano  
Program Administrator  
One Lethbridge Plaza, Suite 32  
Mahwah, NJ 07430  
201-236-6009  
[Aniciete-Quijano@oru.com](mailto:Aniciete-Quijano@oru.com)

**Small and Medium Businesses**





- Energy Savings - <https://www.oru.com/en/save-money/energy-saving-programs>
- Rebates and Incentives - <https://www.oru.com/en/save-money/rebates-incentives-credits>

## Residential Rate Credit for New Jersey Veterans' Organizations

Veterans' organizations in New Jersey may receive a residential rate for utility service that's delivered to the property where the organization operates.

In order to qualify, the organization must be dedicated to serving the needs of veterans of the armed forces, and must also satisfy at least ONE of the following criteria:

- the organization is chartered under federal law,
- the organization qualifies as a tax exempt organization under paragraph (19) of subsection (c) of section 501 of the federal Internal Revenue Code of 1986, 26 U.S.C.s.501 (c)(19), or
- the organization is organized as a corporation under the "New Jersey Nonprofit Corporation Act," N.J.S.15A:1-1 et seq.

The qualified veterans' organization will remain on the applicable commercial rate and receive credit for any difference between the residential and commercial rate.

For more information, please [visit the FAQ](#).

To apply, [complete the application](#) and email it, along with document(s) demonstrating your organization's eligibility, to [Rockland Electric's Customer Support Operations department](#).

## 4. Atlantic City Electric

Robert K. Marshall, Vice President  
Regional Account Manager  
Atlantic City Electric  
10 Cohansey Street  
Bridgeton, NJ 08302  
856-453-5012

## RENEWABLE ENERGY

### 1. Federal Energy Investment Tax Credit

A 30% federal tax credit is available for investments in qualified renewable energy technologies. This credit can be used to offset both regular and alternative minimum tax (AMT). A five-year accelerated depreciation allowance is also available under this tax credit program.

### 2. Solar Renewable Energy Certificates (SREC)



## Business Assistance Guide

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Each time a solar installation generates 1,000 kilowatt-hours (kWh) of electricity, an SREC is earned. Solar project owners report the energy production to the SREC Tracking System. This reporting allows SREC's to be placed in the customer's electronic account. SRECs can then be sold on the SREC Tracking System, providing revenue for the first 10 or 15 years of the project's Qualification Life pending interpretation of Legislation.

The Clean Energy Act, signed by Governor Murphy on May 23, 2018, included the following provision: *"For all applications for designation as connected to the distribution system of a solar electric power generation facility filed with the Board after the date of enactment of P.L. 2018 c. 17 (C. 48:3-87.8 et al.) the SREC term shall be 10 years."* L. 2018, c. 17, 2(d)(3).

On October 29, 2018 the New Jersey Board of Public Utilities clarified the language above as follows: [NJ SREC Update: Implementation of New 10-year SREC Term](#).

Electricity suppliers, the primary purchasers of SRECs, are required to pay a Solar Alternative Compliance Payment (SACP) if they do not meet the requirements of New Jersey's Solar RPS. One way they can meet the RPS requirements is by purchasing SRECs. As SRECs are traded in a competitive market, the price may vary significantly. The actual price of an SREC during a trading period can and will fluctuate depending on supply and demand. [See recent SREC trading prices](#).

<http://www.njcleanenergy.com/renewable-energy/programs/solar-renewable-energy-certificates-srec/new-jersey-solar-renewable-energy>

### 3. Assistance for Offshore Wind Developers

With help from a multi-agency team (BPU, EDA, DEP and others), the State of New Jersey offers turbine manufacturers and wind farm developers access to a wide array of tools and resources critical to the success of the wind power industry including: Offshore Wind Feasibility Studies; Wind Simulations; NJ Resource Maps. The BPU also offers a rebate program for those who develop and Offshore Wind Meteorological Towers.

<http://www.njcleanenergy.com/renewable-energy/technologies/wind/shore-wind>

## REAL ESTATE

### 1. Site Selection

The Business Action Center (BAC) within the NJ Department of State, can help businesses find the most sensible location. Call 609-292-1636 or go to the link below.

[https://www.nj.gov/njbusiness/documents/growing/moving/Real\\_Estate\\_Questionnaire.pdf](https://www.nj.gov/njbusiness/documents/growing/moving/Real_Estate_Questionnaire.pdf)

### 2. NJ BioScience Center at North Brunswick



## Business Assistance Guide

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Managed by EDA, the Centre complex sits on more than 50 acres in the research and development corridor between Rutgers and Princeton Universities, and consists of approximately 400,000 square feet of lab, production and office space. The Center is also home to the Commercialization Center for Innovative Technologies (CCIT), which is one of the most recognized incubators of its kind in the world. CCIT offers individual wet and dry lab modules of 800 square feet, combinable up to 6,000 square feet, to qualified tenants.

For more information on the New Jersey Bioscience Center's Incubator and Step-Out Labs contact:

Lenzie Harcum, Program Manager  
New Jersey Bioscience Center's Incubator and Step-Out Labs  
Technology & Life Sciences Division  
NJEDA  
Direct: +1 732 839 1881  
[lharcum@njeda.com](mailto:lharcum@njeda.com)

### 3. Edison Zone Fund Program (see Page 39)

The Edison Innovation Fund seeks to develop, sustain, and grow technology and life sciences businesses that will lead to well-paying job opportunities for New Jersey residents. Contact Customer Care at 609-858-6767.

[https://www.njeda.com/technology\\_lifesciences/Edison-Innovation-Fund](https://www.njeda.com/technology_lifesciences/Edison-Innovation-Fund)

## BROWNFIELD REDEVELOPMENT TASK FORCE/INTERAGENCY TEAM

Any former or current commercial or industrial site, currently vacant or underutilized and on which there has been, or there is suspected to have been, a discharge of a contaminant. (Source: Brownfield and Contaminated Site Remediation Act, N.J.S.A. 58:10B-1 et seq.)

The **Brownfields Redevelopment Task Force** assists municipalities and counties in using brownfield redevelopment to help implement Smart Growth strategies in their plans and initiating an inventory of marketable brownfield sites for prospective developers with the support of the **Brownfields Redevelopment InterAgency Team**.

### Reference Documents and Related Links

- [Take Advantage of State Resources for Successful Redevelopment](#) [pdf 8.9M]
- [Brownfields SiteMart](#): New Jersey's Online Searchable Database for Brownfield Properties

The New Jersey Brownfields Redevelopment Task Force was created in 1998 under Section 5 of the New Jersey Brownfield and Contaminated Site Remediation Act.



## Business Assistance Guide

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The 13-member Task Force consists of seven representatives from State agencies and six public members. The six public members are appointed by the Governor with the advice and consent of the Senate. The Chair of the Task Force is selected by the Governor.

BRIT helps by:

- Introducing projects to State agencies and departments
- Promoting communication between the State, municipality and developer
- Streamlining the redevelopment process—from identifying opportunities and obstacles to providing financial and technical assistance
- Supplying the Brownfields Redevelopment Resource Kit, a useful reference for State resources and support from initial planning stages through project design, cleanup, construction and reimbursement
- Offering outreach to brownfields stakeholders via seminars, workshops and meetings

For names and contact information of Task Force and BRIT members, please visit:

<https://www.state.nj.us/state/planning/spc-redevelopment-brownfields-task-force.html>

<https://nj.gov/state/planning/redevelopment.shtml>

## SITE EVALUATORS AND MAPPING TOOLS

For a quick view of some of the most important information when selecting a site, choose the Site Evaluator Tool: [https://njgin.state.nj.us/OIT\\_BusinessMap2/](https://njgin.state.nj.us/OIT_BusinessMap2/). From here, select a location and view detailed environmental, economic growth and planning and workforce demographic data.

For a more detailed look at environmental information for a site, use the NJ GeoWeb tools from the Department of Environmental Protection. <https://www.nj.gov/dep/gis/apps.html>

For a searchable database of Brownfield sites, visit [www.njbrownfieldsproperties.com/default.aspx](http://www.njbrownfieldsproperties.com/default.aspx).

## EXPORT PROMOTION/INTERNATIONAL TRADE

### 1. Office of Export Promotion

New Jersey companies interested in global business activity can tap into a number of resources available through NJBAC's export promotion unit. Global Advocates help small to mid-size businesses develop a viable export plan. Advocates offer guidance in identifying global business opportunities, helping locate buyers, and potential markets, test local demand, and connect businesses with partners for joint ventures and strategic alliances. The office can help navigate the complexities of exporting once a company has entered the global marketplace. It also administers the NJ State Trade Expansion Program (NJSTEP) grants that allow eligible companies to participate in internationally-focused trade shows and trade



## Business Assistance Guide

missions. The Office can pinpoint federal resources available for obtaining payment from vendors, providing government-to-government advocacy, and understanding foreign custom procedures. It also provides assistance with regulatory compliance policies and advocates on behalf of companies with customs. The Office collaborates with universities and various organizations, like the U.S. Export Assistance Centers, in an effort to develop small businesses into new exporters expand their markets through co-sponsored training and services. Contact Export Promotion Manager at 1-800-JERSEY7.

<https://www.nj.gov/state/bac-njstep.shtml>

<https://www.nj.gov/state/assets/pdf/bac/njbac-export-assistance-print-051016.pdf>

[www.nj.gov/state/bac/dos\\_bac\\_international.html](http://www.nj.gov/state/bac/dos_bac_international.html)

### 2. Office of International Trade and Investment ([www.njeda.com](http://www.njeda.com))

The Office of International Trade and Investment within the NJEDA is charged with:

- Increasing Foreign Direct Investment (FDI) into New Jersey;
- Recruiting international businesses to the State;
- Strengthening New Jersey's relationships with the diplomatic community in the greater New York area;
- Coordinating Governor-led trade missions, as well as other international outreach by the State.

Contact the Office of International Trade and Investment (OITI) at (609) 858-6767.

### 3. U.S. Export Assistance Center (USEAC)

U.S. Export Assistance Centers, part of the U.S. Commercial Service, are federal offices dedicated to helping New Jersey companies develop international markets. Export Assistance Centers are located in Newark and Lawrenceville, NJ and are part of an international network of global professionals. There are offices in 70 countries around the world prepared to help New Jersey companies grow. International Trade Specialists can help with Business Matchmaking – identify and evaluate international partners, Trade Counseling – navigate international logistics, documentation, finance, legal and regulatory issues, and Market Intelligence – create market entry strategies – by accessing country-specific market research.

U.S. Export Assistance Center

744 Broad St., Ste. 1505

Newark, NJ 07102

(973) 645-4682

[www.buyusa.gov/newark](http://www.buyusa.gov/newark)

Northern NJ Export Assistance Center, Newark Staff		
Contact	Industry	County
Brian Beams	• Aerospace & Defense	• Morris
International Trade Specialist	• Automotive/Transportation	• Passaic
Tel: 973-645-4682 ext. 210	• Financial Services	• Sussex
<a href="mailto:Brian.Beams@trade.gov">Brian.Beams@trade.gov</a>		



## Business Assistance Guide

Tricia McLain  
Senior International Trade Specialist  
Tel: 973-645-4682 ext. 212  
[Tricia.McLain@trade.gov](mailto:Tricia.McLain@trade.gov)

Susan Widmer  
Director  
Tel: 973-645-4682 ext. 216  
[Susan.Widmer@trade.gov](mailto:Susan.Widmer@trade.gov)

### Central-Southern NJ Export Assistance Center, Lawrenceville Staff

Janice Barlow  
Senior International Trade Specialist  
Tel: 609-896-2731  
[Janice.Barlow@trade.gov](mailto:Janice.Barlow@trade.gov)

- Information & Communication Technology
- Energy
- Environmental Technology
- Safety & Security
- Architecture & Engineering
- Construction, Building, & Heavy Equipment
- Chemical
- Cosmetic
- Medical & Healthcare
- Media & Entertainment
- Printing and Graphic Arts Equipment
- Publishing
- Agribusiness
- Education
- Franchising
- Travel & Tourism
- Somerset
- Union
- Essex
- Hudson
- Bergen
- Warren
- All
- Atlantic
- Burlington
- Cape May
- Camden
- Cumberland
- Gloucester
- Hunterdon
- Mercer
- Monmouth
- Middlesex
- Ocean
- Salem

## 4. Foreign Trade Zones

Companies operating in a Foreign Trade Zone (FTZ) pay no duties on merchandise imported for manufacturing or assembling, when the final product is exported outside the United States. Duties are only paid when these products leave the zone for the domestic market. In addition, there are no duties paid on merchandise shipped from one FTZ to another. New Jersey has five Foreign Trade Zones:

FTZ #44 is located in Morris County  
500 International Drive North  
Suite 345  
Mt. Olive, NJ 07828  
973-347-9100

FTZ #49 is located at Port Newark/Port Elizabeth Marine Terminal  
225 Park Avenue, 11th Floor  
New York, NY 10003  
212-435-4260

FTZ #142 is located in Salem County  
South Jersey Port  
2nd & Becket Streets  
Camden, NJ 08103  
856-757-4969

FTZ #200 is located at Mercer County Airport (off Rt. I-95)

FTZ #235 is located in Ocean County  
Lakewood Development Corporation  
231 Third Street





## Business Assistance Guide

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Mercer County Economic  
Development  
640 South Broad Street  
Trenton, NJ 08611  
609-989-6555

Lakewood, NJ 08701  
732-905-5972

## MUNICIPALITIES

There are 566 municipalities in New Jersey. Some municipalities employ economic development professionals and administer business programs and incentives in addition to those offered on the state level.

For a listing of available municipal (and 21 county) websites, visit <https://www.nj.gov/nj/gov/county/>

## PROPERTY TAX ABATEMENT

### Payment In Lieu of Taxes/Long Term Property Tax Abatement

This abatement is negotiated in advance and requires the municipality to pass an ordinance authorizing the abatement. The property tax abatement is provided in the form of annual payments in Lieu of Taxes (PILOT) and the term is negotiated with the municipality. At your request, the BAC can assist in your negotiations with the host municipality. Call (609) 292-1636 to speak with a Business Advocate.

## TRANSPORTATION

### Rideshare Matching Assistance

Available through the NJ Department of Transportation (DOT) rideshare matching assistance allows commuters to find carpool and vanpool partners with compatible schedules. Partners can be matched by taking advantage of the DOT's toll-free ridesharing hotline – 1-800-245-POOL.

## PERMITTING/REGULATORY/LICENSING

### Regulatory/Permitting Assistance

The Business Action Center (BAC) is available to coordinate and assist with any regulatory and permitting issues a business may be having at either the state or local level. Contact (609) 292-1636 to request help from one of the BAC's Business Advocates.



## NEW JERSEY FILM/TELEVISION PRODUCTION

### New Jersey Motion Picture and Television Commission

The Commission promotes film and television production and maintains a comprehensive Production Services Directory. This directory is a comprehensive guide to production related personnel, goods and services available to companies in the Garden State. The Commission also serves as a clearinghouse for information on film-related incentives including tax credits and a special filmmaker's sales tax exemption. For more information, contact the Commission's Executive Director at (973) 648-6279 or at [njfilm@njfilm.org](mailto:njfilm@njfilm.org).

## STATE CONTRACTING

### 1. Statewide Contracting Opportunities

To learn more about Statewide Contracting Opportunities, call the Business Action Center at (800) Jersey7 or visit <http://www.state.nj.us/njbusiness/contracting/statewide/>.

### 2. Contracting with the Division of Purchase and Property

Division website with brochure on state contracting system: <https://www.state.nj.us/treasury/purchase/> or 609-984-5197.

### 3. Contracting Within the Executive Branch of the State of New Jersey

Bid opportunities in the executive branch can be found at [www.nj.gov/njbusiness/contracting/statewide/](http://www.nj.gov/njbusiness/contracting/statewide/).

## NEW JERSEY CORPORATE TAXES

### 1. Corporate Taxes

Update 2018: The budget agreement included a four-year increase in the Corporation Business Tax for businesses with net income over \$1 million. They'll pay an additional 2.5 percent for two years and then 1.5 percent for two years before the rate returns to 9 percent.

The tax rate is 9% based upon entire net income, or the portion of entire net income allocated to New Jersey. Taxes for multistate corporations are apportioned using a weighted three-factor formula of sales, property and payroll. In New Jersey, this apportionment is weighted at 50:25:25. New Jersey allows corporation to carry forward losses from prior years. New Jersey has research and development credits capped at 50 percent of tax liability. For tax years beginning in calendar year 2002 and thereafter, the



## Business Assistance Guide

minimum Corporation Business Tax is \$500 or \$2,000 for all members of a controlled or affiliated group of corporations if the aggregate annual payroll for all corporations is \$5 million or more.

- For New Jersey gross receipts of less than \$100,000, the minimum tax is \$500.
- For New Jersey gross receipts equal to or greater than \$100,000, but less than \$250,000, the minimum tax is \$750.
- For New Jersey gross receipts equal to or greater than \$250,000, but less than \$500,000, the minimum tax is \$1,000.
- For New Jersey gross receipts equal to or greater than \$500,000, but less than \$1,000,000, the minimum tax is \$1,500.
- For New Jersey gross receipts equal to or greater than \$1,000,000, the minimum tax is \$2,000.

## 2. Fuel Taxes

New Jersey's combined rate of tax on gasoline of 27.4 cents per gallon (less than half that of Pennsylvania's rate of 58 cents per gallon.)

## COUNTY ECONOMIC DEVELOPMENT

There are 21 counties in New Jersey, all of which have a designated economic development contact and/or office. Typically, these offices act as conduits to state business assistance programs and work in partnership with New Jersey's economic development entities, including the Business Action Center, the Economic Development Authority, and Choose NJ.

### Atlantic County

Howard Kyle, Chief of Staff  
1333 Atlantic Avenue  
Atlantic City, NJ 08401  
(609) 343-2368; f (609) 343-2194  
[kyle\\_howard@aclink.org](mailto:kyle_howard@aclink.org)

### Atlantic County Economic Alliance

Lauren Moore, Executive Director  
2009-B Hamilton Mall  
4403 E. Black Horse Pike  
Mays Landing, NJ 08330  
(609) 245-0019; c (609) 569-3712  
[lmoore@aceanj.com](mailto:lmoore@aceanj.com)

### Bergen County Economic Development Corp.

Joanne Cimiluca, Director  
One Bergen County Plaza, 5<sup>th</sup> Fl.  
Hackensack, NJ 07601  
(201) 336-7336; c (201) 694-7314  
[jcimiluca@co.bergen.nj.us](mailto:jcimiluca@co.bergen.nj.us)

### Department of Economic Development & Regional Planning

Mark A. Remsa, Director  
1900 Briggs Road  
Mount Laurel, NJ 08054  
(609) 265-5055; f (609) 265-5006  
[mremsa@bcbridges.org](mailto:mremsa@bcbridges.org)

### Camden County Improvement Authority

Christopher A. Orlando,  
Interim Executive Director  
Voorhees Town Center  
2220 Voorhees Town Center  
Voorhees, NJ 08043  
(856) 751-2242; f (856) 566-3105  
[chris.orlando@camdencounty.com](mailto:chris.orlando@camdencounty.com)

### Camden County Economic and Workforce Development

Patrick Shuttleworth, Director  
(856) 374-6205  
[patrick.shuttleworth@camdencountyt.com](mailto:patrick.shuttleworth@camdencountyt.com)

### Cape May County Planning Department

Leslie L. Gimeno, PP, AICP, MPA,  
Planning Director  
Cape May County Planning

### Cumberland County Department of Planning

Robert Brewer, Director of Planning  
164 West Broad Street  
Bridgeton, NJ 08302

### Cumberland County Improvement Authority

Kim Ayres, Interim Director,  
Economic Development  
2 North High Street



## Business Assistance Guide

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4 Moore Road  
Cape May Ct. House, NJ 08210  
(609) 465-6875; f (609) 463-0347  
[leslie.gimeno@co.cape-may.nj.us](mailto:leslie.gimeno@co.cape-may.nj.us)

**Essex County Department of  
Economic Development, Training  
& Employment**

Anibal Ramos Jr., Director  
50 South Clinton Street  
Suite 5400  
East Orange, NJ 07018  
(973) 395-8684; f (973) 395-8493  
[aramos@dedte.essexcountynj.org](mailto:aramos@dedte.essexcountynj.org)

**Hunterdon County Economic  
Development**

Marc Saluk  
Economic Development Director  
119 Main Street  
Flemington, NJ 08822  
(908) 782-7115 x 231; c (908) 399-1108  
[msaluk@co.hunterdon.nj.us](mailto:msaluk@co.hunterdon.nj.us)

**Monmouth County Department of  
Economic Development**

John Ciufu, Executive Director  
Hall of Records Annex  
Three East Main Street  
Freehold, NJ 07728  
(732) 431-7470; f (732) 845-3293;  
c (732) 241-7975  
[john.ciufu@co.monmouth.nj.us](mailto:john.ciufu@co.monmouth.nj.us)

**Passaic County Department of  
Economic Development**

Deborah Hoffman, Director  
930 Riverview Drive, Suite 250  
Totowa, NJ 07512  
(973) 569-4720; f (973) 569-4725;  
c (201) 738-3039  
[deborahh@passaiccountynj.org](mailto:deborahh@passaiccountynj.org)

**Sussex County Economic  
Development Partnership**

Tammie Horsfeld, President  
120 Hampton House Road  
Newton, NJ 07860  
(973) 579-1811; f (973) 579-3031  
[mail@sussexcountychamber.org](mailto:mail@sussexcountychamber.org)

(856) 453-2175; f (856) 453-9138  
[bobbr@co.cumberland.nj.us](mailto:bobbr@co.cumberland.nj.us)

**Gloucester County Department of  
Economic Development**

Tom Bianco, Director  
Business & Economic Development  
115 Budd Blvd.  
West Deptford, NJ 08096  
(856) 384-6930; f (856) 384-0207  
[tbianco@co.gloucester.nj.us](mailto:tbianco@co.gloucester.nj.us)

**Mercer County Economic Development  
& Sustainability**

Anthony P. Carabelli, Jr., Director  
640 South Broad Street  
PO Box 8068  
Trenton, NJ 08611  
(609) 989-6555; f (609) 695-5976  
[acarabelli@mercercounty.org](mailto:acarabelli@mercercounty.org)

**Morris County Economic Development  
Corporation**

Meghan Hunscher  
Executive Director  
325 Columbia Turnpike, Suite 101  
Florham Park, NJ 07932  
(973) 539-8270; f (973) 377-0859  
[mhunscher@morriscountyedc.org](mailto:mhunscher@morriscountyedc.org)

**Salem County Economic Development,  
Cultural Affairs & Tourism**

Kathleen A. Mills, Director  
110 Fifth St., Suite 400  
Salem, NJ 08079  
(856) 935-7510 x 8384  
f (856) 935-6137  
[kmills@salemcountynj.gov](mailto:kmills@salemcountynj.gov)

**County of Union**

Maureen Tinen, President  
UCEDC  
75 Chestnut Street  
Cranford, NJ 07016  
(908) 527-1166; f (908) 527-1207  
[mtinen@ucedc.com](mailto:mtinen@ucedc.com)

Millville, NJ 08332  
(609) 501-2498  
[ed@ccia-net.com](mailto:ed@ccia-net.com)

**Hudson County Economic  
Development Corp.**

Michelle Richardson  
Executive Director  
830 Bergen Avenue  
Jersey City, NJ 07306  
(201) 369-4370; f (201) 369-4371  
[director@hudsonedc.org](mailto:director@hudsonedc.org)

**Middlesex County Economic  
Development**

Carla Cefalo, Division Head  
Middlesex Cty Admin. Bldg.  
75 Bayard Street, 4<sup>th</sup> Floor  
New Brunswick, NJ 08901  
(732) 745-4379; f (732) 745-3890  
[carla.cefalo@co.middlesex.nj.us](mailto:carla.cefalo@co.middlesex.nj.us)

**Ocean County Department of  
Planning**

Anthony Agliata, PP, LLA  
Planning Director  
129 Hooper Avenue  
P.O. Box 2191  
Toms River, NJ 08754-2191  
(732) 929-2054; f (732) 244-8396  
[tagliata@co.ocean.nj.us](mailto:tagliata@co.ocean.nj.us)

**Somerset County Business  
Partnership**

John Maddocks, Vice President  
360 Grove Street  
Bridgewater, NJ 08807  
(908) 218-4300 x 25  
f (908) 722-7823  
[jmaddocks@scbp.org](mailto:jmaddocks@scbp.org)

**Union County Economic  
Development**

Amy Wagner, Director & Deputy  
County Manager  
10 Elizabethtown Plaza, 6<sup>th</sup> Floor  
Elizabeth, NJ 07207  
(908) 527-4802; f (908) 352-3980  
[awagner@ucnj.org](mailto:awagner@ucnj.org)



**Warren County Economic  
Development Committee**  
Betthy Schulteis, Chairwoman  
165 County Route 519 S  
Belvidere, NJ 07823  
(908) 247-3992  
publicinfo@co.warren.nj.us

## STATEWIDE BUSINESS ORGANIZATIONS

**NJ Business and Industry Association** – <http://www.njbia.org/>

**Latin American Economic Development Association** – <http://www.laeda.com>

**New Jersey Chamber of Commerce** – <http://www.njchamber.com/>

**Portuguese American Chamber of Commerce** – <http://www.portugal-us.com/>

**New Jersey Technology Council** – <http://www.njtc.org/>

**BioNJ** – <http://www.bionj.org/>

**Statewide Hispanic Chamber of Commerce New Jersey** – <http://www.shccnj.org/>

**African American Chamber of Commerce of New Jersey** – <http://www.aaccnj.com/>

**New Jersey Chinese American Chamber of Commerce** – <http://www.njcacc.org/>

**Asian Indian Chamber of Commerce** – <http://www.aicc.net/>

## FEDERAL CONTRACTING

### 1. Historically Underutilized Business (HUB) Zones

The Historically Underutilized Business Zones (HUBZone) program helps small businesses in urban and rural communities gain preferential access to federal procurement opportunities. These preferences go to small businesses that obtain HUBZone certification in part by employing staff who live in a HUBZone. The company must also maintain a “principal office” in one of these specially designated areas. A map of HUBZones in New Jersey can be found at: <http://map.sba.gov/hubzone/maps/>.  
<https://www.sba.gov/federal-contracting/contracting-assistance-programs/hubzone-program>

### 2. U.S. Small Business Administration

The U.S. SBA provides guidance to companies seeking to do business with the federal government.

Small Business Administration  
Two Gateway Center, Suite 1501  
Newark, NJ 07102



Contact for program and service information:

Ursula Sanders  
(973) 645-3580  
[Ursula.sanders@sba.gov](mailto:Ursula.sanders@sba.gov)

## FEDERAL AGENCIES

**1. U.S. Small Business Administration – <http://www.sba.gov/> (see Page 15)**

The U.S. Small Business Administration has delivered millions of loans, loan guarantees, contracts, counseling sessions and other forms of assistance to small businesses. SBA provides assistances primarily through its four programmatic functions: Access to Capital (Business Financing); Entrepreneurial Development (Education, Information, Technical Assistance & Training); Government Contracting (Federal Procurement); Advocacy (Voice for Small Business). (See “Financing” section above for information about SBA programs.)

**2. U.S. Department of Commerce – <http://www.commerce.gov/>**

**3. U.S. Department of Commerce, U.S. Economic Development Administration – <http://www.eda.gov/>**

**4. U.S. Department of Agriculture – <http://www.usda.gov>**

**5. Rural Business Development Grants (RBDG)**

The RBDG is a competitive grant designed to support targeted technical, assistance, training and other activities leading to the development or expansion of small and emerging private businesses in rural areas that have fewer than 50 employees and less than \$1 million in gross revenues. Programmatic activities are separated into enterprise or opportunity type grants. There is no required maximum level of grant funding. However, smaller projects are given higher priority. Generally grants range \$10,000 up to \$500,000.

Michael Thulen, State Director  
521 Fellowship Road, Suite 130  
Mt. Laurel, NJ 08054  
Voice: (856) 787-7700  
Fax: (855) 305-7343  
[www.rd.usda.gov/nj](http://www.rd.usda.gov/nj)

<https://www.rd.usda.gov/programs-services/rural-business-development-grants>

<https://www.rd.usda.gov/files/fact-sheet/RD-FactSheet-RBS-RBDG.pdf>





## 5. Business & Industry Guaranteed Loan Program

This program bolsters the availability of private credit by guaranteeing loans for rural business. Lenders with legal authority, sufficient experience and financial strength to operate a successful lending program may apply for this program. This includes: Federal or state-chartered banks, savings and loans, farm credit banks and credit unions. Business that qualify for loan guarantees include: for-profit business, nonprofits, cooperatives, federally-recognized tribes, public bodies and individuals that fall within an eligible area.

Additional information regarding the USDA's programs can be found on their website:  
<https://www.rd.usda.gov/>

An eligibility map can be found here:  
<https://eligibility.sc.egov.usda.gov/eligibility/welcomeAction.do>

<https://www.rd.usda.gov/programs-services/business-industry-loan-guarantees>

<https://www.ecfr.gov/cgi-bin/text-idx?SID=fbda986b5d99255a5422bea7198cfb42&node=pt7.15.4279&rgn=div5>

### New Jersey

Michael Thulen, State Director  
521 Fellowship Road, Suite 130  
Mt. Laurel, NJ 08054  
Voice: (856) 787-7700  
Fax: (855) 305-7343  
[www.rd.usda.gov/nj](http://www.rd.usda.gov/nj)