



**NJDEP SAGE**

New Jersey Department of Environmental Protection  
System for Administering Grants Electronically

# NJDEP SAGE Walkthrough

Submitting an application

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new jersey

# Homepage

- <https://njdepsage.intelligrants.com/Login2.aspx?APPTHEME=NJDEP>



The screenshot shows the homepage of the NJDEP SAGE system. At the top left is the New Jersey State seal. To its right is the text "NEW JERSEY SAGE" in blue, with "Department of Environmental Protection" in smaller blue text below it. A navigation bar contains three buttons: "System Login" (highlighted in blue), "Information Portal", and "Public Reports". The main content area features a large welcome message: "Welcome to NJ Department of Environmental Protection System for Administering Grants Electronically (NJDEP SAGE)." Below this is a paragraph stating: "This is the NJDEP's grant management system. This system requires authorization for access." Further down are two sections: "Registration Instructions" and "Vendor ID Registration", both providing links for users who need to register. On the right side of the main content area, there is a login box with the title "Login", fields for "Username" and "Password", a "LOGIN" button, and links for "New User?" and "Forgot Username/Password?". The background of the main content area shows a blurred image of hands typing on a laptop. At the bottom, a footer contains the text "Powered by IntelliGrants ©" on the left and "© Copyright 2000-2022 Agate Software, Inc." on the right. On the far right, there is a green vertical banner with the "drive green new jersey" logo at the bottom.

**NEW JERSEY SAGE**  
Department of Environmental Protection

**System Login** Information Portal Public Reports

Welcome to NJ Department of Environmental Protection System for Administering Grants Electronically (NJDEP SAGE).

This is the NJDEP's grant management system. This system requires authorization for access.

**Registration Instructions:** If you have not previously registered as an Authorized Official (AO) within NJDEP SAGE, your first step is to register. To do this, [click here](#). After submitting a registration request, you will receive an e-mail confirmation of your acceptance into the system.

**Vendor ID Registration:** In order to receive a payment from NJDEP you must register on NJSTART. To do this, [click here](#). Click the blue register button and follow the on-screen instructions.

**Login**

Username

Password

**LOGIN**

[New User?](#)  
[Forgot Username/Password?](#)

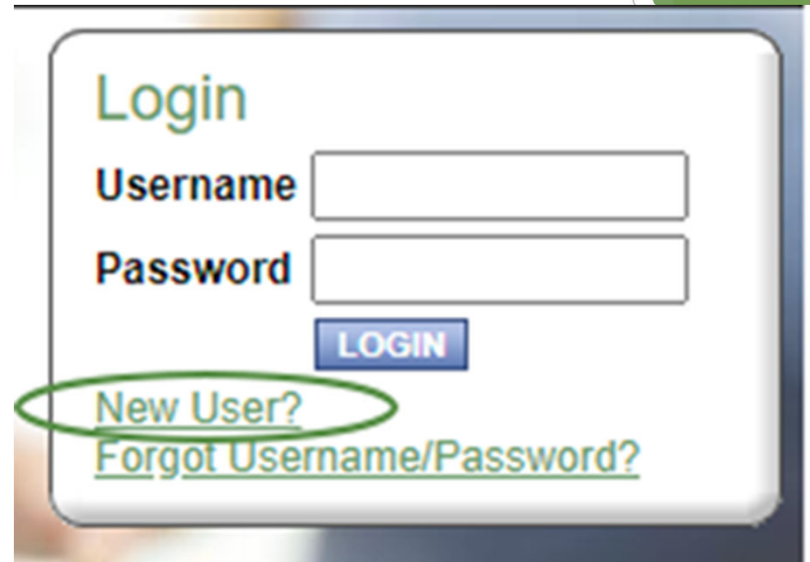
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new jersey

# New User

- Click on New User



A screenshot of a web login interface. The title 'Login' is at the top. Below it are two input fields: 'Username' and 'Password'. A blue 'LOGIN' button is positioned below the password field. At the bottom of the form, there are two links: '[New User?](#)' and '[Forgot Username/Password?](#)'. The 'New User?' link is circled in green.

# Registration

- ▶ Enter your registration information, then click save
- ▶ You will receive an email when your registration is approved
- ▶ All employees signing the grant package must be registered

[System Login](#) [Information Portal](#)


[Back](#)

## Registration

- Please complete all the required fields below and hit the **SAVE** button to submit the information.
- Required fields are marked with an \*.

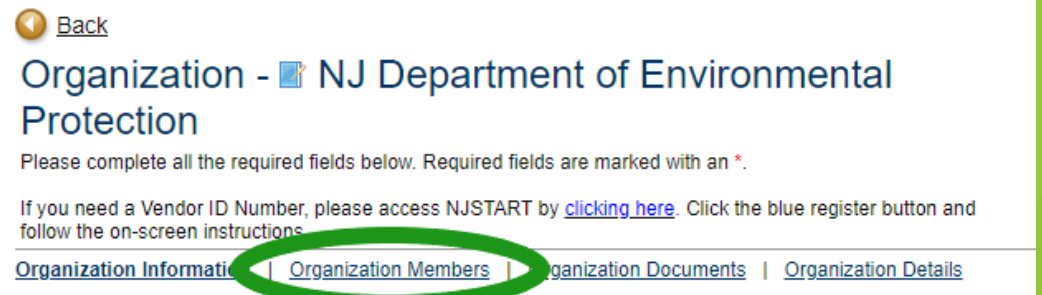
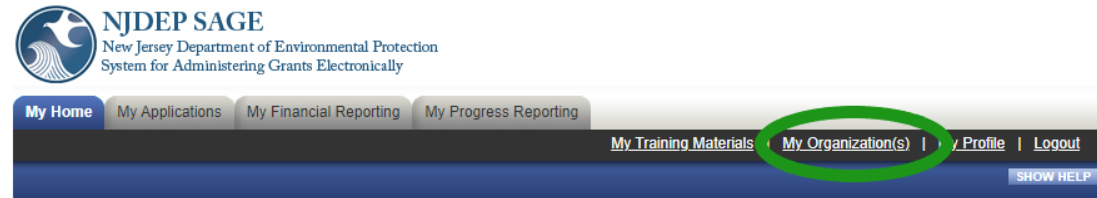
### Contact Information

Name	Prefix	First	Middle	Last	Suffix
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Organization	<input type="text"/>				
Title	<input type="text"/>				
Address	<input type="text"/>				
City	<input type="text"/>		State	<input type="text" value="New Jersey"/>	ZIP Code <input type="text"/>
County	<input type="text"/>				
Phone #1	<input type="text"/>		Phone #2	<input type="text"/>	
Fax	<input type="text"/>		Cell Phone	<input type="text"/>	
Email	<input type="text"/>				
Website	<input type="text"/>				
Username	<input type="text"/>				
Password	<input type="text"/>		Confirm Password	<input type="text"/>	
Select your Program of Interest	<input type="text"/>				
Notes	<input type="text"/>				



# Adding Organization Members

- ▶ Once approved, login with your credentials
- ▶ Click on My Organization
- ▶ Click on Organization Members



# Adding Organization Members (cont...)

- ▶ Click on Add Members
- ▶ Click on New Members

[Back](#)

## Organization - NJ Department of Environmental Protection

Follow the instructions listed below to add/remove/modify organization members.

[Organization Information](#) | [Organization Members](#) | [Organization Documents](#) | [Organization Details](#)

### Organization Members

Administrators with the authority to add members to your organization can follow these steps:

- To add a member to your organization, select the **Add Members** link below.
- If a member has already added his/her information in the system, you can search for the member.
- If you need to add a member's information into the system, select **New Member**.
- For more detailed instructions, select the **Show Help** button above.

[Current Members](#) | [Add Members](#)

[Back](#)

## Organization - NJ Department of Environmental Protection

Follow the instructions listed below to add/remove/modify organization members.

[Organization Information](#) | [Organization Members](#) | [Organization Documents](#) | [Organization Details](#)

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- If a member has already added his/her information in the system, you can search for the member.
- If you need to add a member's information into the system, select **New Member**.
- For more detailed instructions, select the **Show Help** button above.

[Current Members](#) | [Add Members](#)


Person Search

SEARCH

NEW MEMBER

# Adding Organization Members (cont...)

- Enter the information for your Organization Members, then click Save & Add to Organization



NJDEP SAGE  
New Jersey Department of Environmental Protection  
System for Administering Grants Electronically

My Home | My Applications | My Financial Reporting | My Progress Reporting

My Reports | My Administration | My Training Materials | My Organization(s) | My Profile | Logout

SAVE & ADD TO ORGANIZATION | HOW HELP

[Back](#)

## Organization - NJ Department of Environmental Protection

Follow the instructions listed below to add/remove/modify organization members.

[Organization Information](#) | [Organization Members](#) | [Organization Documents](#) | [Organization Details](#)

### Add/Edit Members

Administrators with the authority to add members to your organization can follow these steps:  
Please complete the information below. All required fields are marked with an \*.

Name	Prefix	First	Middle	Last	Suffix
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title	<input type="text"/>				
Email	<input type="text"/>				
Username	<input type="text"/>				
Password	<input type="text"/>			Confirm Password	<input type="text"/>
Date Active	<input type="text"/>			Date Inactive	<input type="text"/>
Role	<input type="text"/>				

The fields below are populated with the Organization information by default. However, you may edit the information in any of the fields.  
This information may also be edited by the person you are creating the profile for from their My Profile page.

Address	<input type="text"/>				
City	<input type="text"/>	State	<input type="text"/>	ZIP Code	<input type="text"/>
County	<input type="text"/>				
Phone #1	<input type="text"/>	Phone #2	<input type="text"/>		
Fax	<input type="text"/>	Cell Phone	<input type="text"/>		
Website	<input type="text"/>				

# Finding the Opportunity

- Once all members are added, you can start the application process
- From My Home, click on View Available Opportunities

The screenshot shows the NJDEP SAGE web application interface. At the top, the logo for NJDEP SAGE (New Jersey Department of Environmental Protection System for Administering Grants Electronically) is displayed. Below the logo is a navigation bar with tabs for "My Home", "My Applications", "My Financial Reporting", and "My Progress Reporting". To the right of these tabs are links for "My Training Materials", "My Organization(s)", "My Profile", and "Logout", along with a "SHOW HELP" button. A "Welcome Test" box is visible, indicating the user is an "Authorized Official" and providing a link to "Change My Picture". To the right of this box, instructions are provided for using the system, including links to "SHOW HELP" for detailed instructions on applying for an opportunity, using system messages, understanding tasks, and managing awarded grants. Below the welcome box, a message states "Hello Test, please choose an option below." Three main sections are listed: "View Available Opportunities" (with a "VIEW OPPORTUNITIES" button circled in green), "My Inbox" (with an "OPEN MY INBOX" button), and "My Tasks" (with an "OPEN MY TASKS" button). At the bottom, there is a "Top of the Page" link and a copyright notice for Agate Software, Inc.

**NJDEP SAGE**  
New Jersey Department of Environmental Protection  
System for Administering Grants Electronically

[My Home](#) [My Applications](#) [My Financial Reporting](#) [My Progress Reporting](#) [My Training Materials](#) [My Organization\(s\)](#) [My Profile](#) [Logout](#) [SHOW HELP](#)

**Welcome Test**  
Authorized Official  
[Change My Picture](#)

**Instructions:**  
Select the **SHOW HELP** button above for detailed instructions on the following.  
> Applying for an Opportunity  
> Using System Messages  
> Understanding your Tasks  
> Managing your awarded grant

Hello Test, please choose an option below.

**View Available Opportunities**  
You have 58 opportunities available.  
Select the **View Opportunities** button below to see what is available to your organization.  
[VIEW OPPORTUNITIES](#)

**My Inbox**  
You have 50 new messages.  
Select the **Open My Inbox** button below to open your system message inbox.  
[OPEN MY INBOX](#)

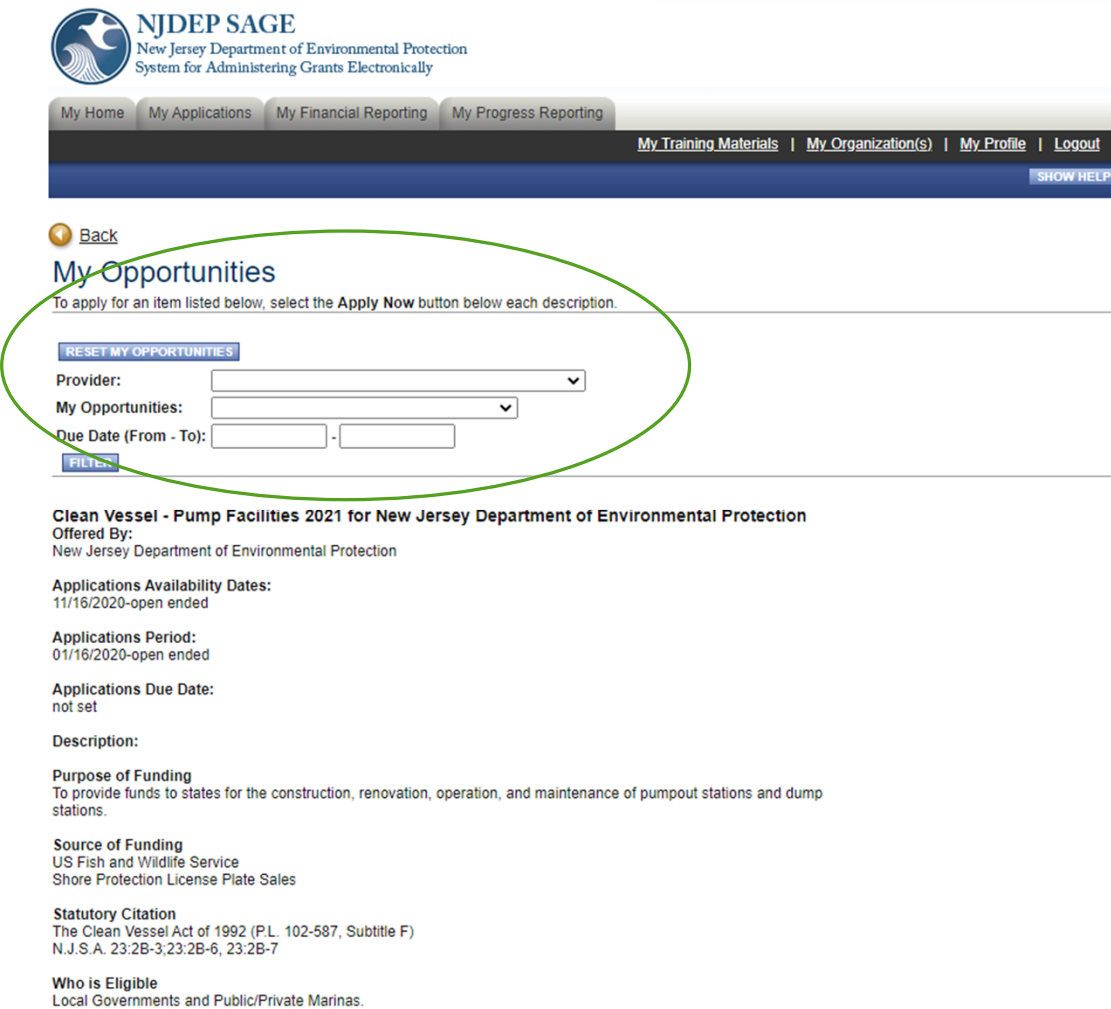
**My Tasks**  
You have 200 new tasks.  
You have 7 tasks that are critical.  
Select the **Open My Tasks** button below to view your active tasks.  
[OPEN MY TASKS](#)

[Top of the Page](#)  
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# My Opportunities page

- ▶ Here you will see all of the grants that NJDEP has in SAGE.
- ▶ We want to filter for the It Pays to Plug In (Fast Charger) grant



**NJDEP SAGE**  
New Jersey Department of Environmental Protection  
System for Administering Grants Electronically

[My Home](#) [My Applications](#) [My Financial Reporting](#) [My Progress Reporting](#) [My Training Materials](#) [My Organization\(s\)](#) [My Profile](#) [Logout](#) [SHOW HELP](#)

[Back](#)

## My Opportunities

To apply for an item listed below, select the **Apply Now** button below each description.

[RESET MY OPPORTUNITIES](#)

Provider:

My Opportunities:

Due Date (From - To):  -

[FILTER](#)

**Clean Vessel - Pump Facilities 2021 for New Jersey Department of Environmental Protection**  
Offered By:  
New Jersey Department of Environmental Protection

**Applications Availability Dates:**  
11/16/2020-open ended

**Applications Period:**  
01/16/2020-open ended

**Applications Due Date:**  
not set

**Description:**

**Purpose of Funding**  
To provide funds to states for the construction, renovation, operation, and maintenance of pumpout stations and dump stations.

**Source of Funding**  
US Fish and Wildlife Service  
Shore Protection License Plate Sales

**Statutory Citation**  
The Clean Vessel Act of 1992 (P.L. 102-587, Subtitle F)  
N.J.S.A. 23:2B-3;23:2B-6, 23:2B-7

**Who is Eligible**  
Local Governments and Public/Private Marinas.

# Filter

- ▶ Click on the My Opportunities dropdown and choose It Pay\$ to Plug In 2022 (Fast Charger)
- ▶ Click Filter

**RESET MY OPPORTUNITIES**

Provider:

My Opportunities:

Due Date (From - To):  -

**FILTER**

# Program Description

► Click on Apply Now

## It Pay\$ to Plug In 2021 (Fast Charger) for Test Ye Olde Computer Shoppe LLC

### Offered By:

New Jersey Department of Environmental Protection

### Applications Availability Dates:

08/01/2020-open ended

### Applications Period:

08/01/2020-open ended

### Applications Due Date:

not set

### Description:

This application is for DC Fast Chargers only. If your project includes Level 1 & Level 2 charging stations, a separate application for Level 1 & Level 2 charging stations must also be submitted.

### Purpose of Funding

To provide grants to offset the cost of purchasing and installing electric vehicle charging stations. The program is designed to expand New Jersey's growing network of electric vehicle infrastructure, allowing residents, businesses, and government agencies to purchase and drive electric vehicles.

### Source of Funding

Funding for the It Pays to Plug In Electric Vehicle Charging Station grant program comes from several different sources. These include, but are not limited to, Supplemental Environmental Projects (SEPs), settlement funds and the Low Emission Vehicle Fund.

### Statutory Citation

N.J.S.A 13:1D-9 et seq

### Who is Eligible

The program is open to businesses, governments, non-profit organizations, and educational institutions. Private residential dwellings other than multi-unit dwellings are not eligible for grants.

### Grant Limitations

Please see [www.drivegreen.nj.gov](http://www.drivegreen.nj.gov) for information regarding reimbursement limitations.

### Application Procedures

Prospective applicants must submit an application thru NJDEP SAGE. Prospective applicants must also register for NJStart at <https://www.njstart.gov/bso>.

### For More Information, Contact


NJ Department of Environmental Protection  
Division of Air Quality, Bureau of Mobile Sources  
P.O. Box 420, Mail Code: 401-02E  
Trenton, NJ 08625  
Phone: (609) 292-7953  
Email: [DriveGreen@dep.nj.gov](mailto:DriveGreen@dep.nj.gov)

[APPLY NOW](#) [NOT INTERESTED](#)

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# SAGE Dashboard

- Application Name
- Application Snapshot

 **NJDEP SAGE**  
New Jersey Department of Environmental Protection  
System for Administering Grants Electronically

My Home | My Applications | My Financial Reporting | My Progress Reporting


[My Training Materials](#) | [My Organization\(s\)](#) | [My Profile](#) | [Logout](#)

[Menu](#) [Forms Menu](#) [Status Changes](#) [Management Tools](#) [Related Documents and Messages](#)

[Back](#)

Document Information: [EVFC-2022-CompShop-00159](#)

[Details](#)

Info	Document Type	Organization	Role	Current Status	Period Date / Date Due
	It Pay\$ to Plug In 2022 (Fast Charger)	 <a href="#">Test Ye Olde Computer Shoppe LLC</a>	Authorized Official	Application In Process	08/01/2020 - N/A N/A

**APPLICATION SNAPSHOT**

- To begin or continue work on your application, please hover over your [Forms Menu](#) and click on the form you wish to fill out.
- To submit or cancel your application, please hover over the [Status Changes](#) link and select the appropriate option.
- Please ensure appropriate staff have been assigned to this application. To do this [Click Here](#)

Applicant Name:

Contact Person Name:

Contact Person Email:

Category of Charging Stations: DC Fast Charger

Primary Category of Project:

<u>Charging Stations to be Installed</u>	<u># of Stations</u>	<u># of Ports</u>
--	----------------------	-------------------

# Finding the forms

- ▶ Hover over Forms Menu
- ▶ Click on Applicant Information

The screenshot displays a web application interface with a top navigation bar containing links: My Home, My Applications, My Financial Reporting, My Progress Reporting, My Training Materials, My Organization(s), My Profile, and Logout. A 'SHOW HELP' button is also present. Below the navigation bar, a menu bar includes 'Menu', 'Forms Menu' (highlighted with a green circle), 'Status Changes', 'Management Tools', and 'Related Documents and Messages'. A dropdown menu for 'Forms Menu' is open, showing a table with columns 'Status', 'Page Name', and 'Note'. The table lists four items under 'Initial Application Forms': 'Applicant Information', 'Project Information - Fast Charger', 'Certification Checklist', and 'Deadlines Acknowledgement'. To the right of the dropdown, a table shows application status information.

Role	Current Status	Period Date / Date Due
Authorized Official	Application In Process	08/01/2020 - N/A N/A

# Applicant Information

- ▶ Fill out the information
- ▶ Names will populate if they have been registered in SAGE
- ▶ Alternatively, you can add people individually
- ▶ Hover over ? for tool tips
- ▶ Click Save at the top

## APPLICANT INFORMATION

### Instructions:

Please complete this page, then click the **Save** button

Required fields are marked with an \*

Individuals identified as Contacts must be registered within NJDEP SAGE

### Applicant/Organization Info

Name: Test Midsomer County  
Employer Name for Workplace Charging Project (if different):  
Address: 123 Test Street  
Suite A, Test Causton City, New Jersey, 08332  
Phone Number: (856) 825-2171  
Organization Category: County  
Type of Governing Body: County Commissioners  
Vendor ID: Test123456  
DUNS Number: 887766554  
*If you need to find or register for a DUNS number [Click Here](#) and then revisit the Organization Profile to enter.*

### \* Contact Person ?

Name:   
Title:  
Address:  
Phone Number:  
Email:

### \* Application Preparer ?

Name:   
Title:  
Address:  
Phone Number:  
Email:

### \* Fiscal Officer ?

Name:   
Title:

### \* Grant Executor ?

Name:   
Title:

### \* Resolution Certifier ?

Name:   
Title:

### Accounting Information

\* Accounting Method:   
\* Fiscal Year End Date:

### Insurance Information ?

\* Comprehensive General Liability:   
\* Automotive Liability:   
\* Worker's Compensation:   
\* Employer's Liability:   
\* Documentation of Insurance/Self-Insurance:   
Insurance Certificate Upload:  No file chosen

# Fix any errors

- ▶ If there are any errors that the system identifies, they will be displayed at the top of the page.
- ▶ Go back and fix the errors
- ▶ Click Save/Next

My Home | My Applications | My Financial Reporting | My Progress Reporting

My Training Materials | **My Organization(s)** | My Profile | Logout

SAVE | **SAVE/NEXT** | NEXT | PRINT VERSION

Menu | Forms Menu | Status Changes | Management Tools | Related Documents and Messages

Your information has been saved and the following Page Error(s) have been found.

- Make a selection for Automobile Liability Insurance
- Make a selection for Worker's Compensation Insurance
- Make a selection for Employer's Liability Insurance
- Make a selection for Documentation of Insurance/Self-Insurance

PROJECT INFORMATION - FAST CHARGER

All required fields are marked with an \*.  
Use the Save button to save text and calculate data on each page.  
Click Save before you proceed to another page.

**Proposed Charging Station(s) Location**

\*Street Address:

\*City:

\*County:

\*State:

\*Zip code:

\*Primary Project Category:

\*Are the Charging Station(s) listed below to be used EXCLUSIVELY by the general public? ☐ Yes ☐ No

\*Is the Location on Government-owned Property? ☐ Yes ☐ No

\*Primary Type of Location:

\*Site Verification Form:  No file chosen  
Click on the link to download form. Must be completed, signed by both the Applicant and Property Owner, and uploaded here. Property address on form must match address on this page.

\*Charging Station Quote Submittal  No file chosen  
Quotes from three (3) different charging station providers must be uploaded here  
If applicant is using the Cooperative Purchasing Agreement, then only one (1) quote is required

\*Is the project also participating in a utility EV charging infrastructure incentive program? ☒ Yes ☐ No

**Charging Stations to be Installed**

DC Fast Charger must equal 2 Ports

Level	Make	Model	kiloWatts
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

\*Network Provider

Which network provider are you planning to use?

0 of 2000

Estimated Grant Request by Level:  
DC Fast Charger:

Total Grant Requested:

Percent of Total Project Costs Eligible for Reimbursement (up to Total Grant Requested Amount): %

Total Project Costs Required to Receive Maximum Grant Award:

Grantee Match:

# Project Information

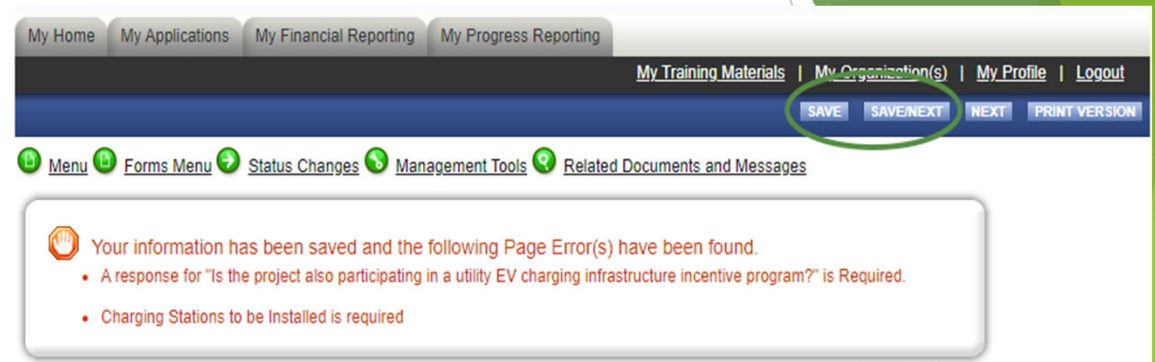
- ▶ Enter the street address where the charging stations will be located
- ▶ Enter **Community** for Primary Project Category
- ▶ Select whether the chargers will be used exclusively used by the public. An answer of no will result in a rejected application.
- ▶ Select whether the location is on government-owned property.
- ▶ Identify the Primary Type of Location.
- ▶ Download, complete, and upload the Site Verification Form
- ▶ Upload three (3) charging station quotes
- ▶ Select whether the project is also participating in a utility program
- ▶ Enter the charger information - must be greater than or equal to 50kW
- ▶ To add multiple chargers, click on the + sign
- ▶ Enter the Network Provider that the chargers will be using
- ▶ Click Save





# Fix any errors

- ▶ If there are any errors that the system identifies, they will be displayed at the top of the page.
- ▶ Go back and fix the errors
- ▶ Click Save/Next



# Certification Checklist

- Read through the items and mark the check box next to them to certify.
- This form must be checked and signed at the bottom by the person designated as the Grant Executor.
- Click Save

## CERTIFICATION CHECKLIST

**Instructions:**  
Please complete the following certifications, providing documentation where requested.  
Form must be completed by the individual authorized to execute the grant agreement.  
All boxes **must** be checked before you will be allowed to submit your application.  
Hit **Save** before you proceed to another page.

I certify that:

- ☐ I understand that I must not purchase or install any equipment that I have documented in the Project Information Form until my application for a grant is approved, the grant is executed, and the work period begins. Doing so would cause any such expenses to be ineligible for grant funds and reimbursement.
- ☐ The project location is not a private residential dwelling other than a multi-unit dwelling.
- ☐ An adequate power supply exists to provide power to all charging stations simultaneously. If such power supply does not exist, I certify that I will upgrade any and all necessary equipment.
- ☐ I will follow all State and Federal procurement rules which include obtaining a minimum of three bids for EV Charging Equipment and one bid for EV Charging Station Installation. I understand that I am required to submit these bids alongside my initial application.
- ☐ The charging station(s) will be placed in parking spots restricted to electric vehicle charging only. The parking spots will be designated as EV charging only with appropriate signage and floor paint. A single-port charging station must have one EV-only spot; a dual-port charging station must have two EV-only spots.
- ☐ The charging station(s) must connect to a network by wired ethernet, Wi-Fi, or cellular connection. Level 1 charging stations are exempt from this network requirement.
- ☐ I am licensed to do business in New Jersey, as are any contractors used to complete the project, as listed on the Subcontractor List form.
- ☐ I understand that I must complete the Site Verification Form and submit the form alongside my initial application. Failure to do so will result in the denial of the application.
- ☐ The charging station(s) will be kept operational and in service for a minimum of five (5) years.
- ☐ I have identified the party responsible for maintenance and repair of the charging station(s) and have a plan to minimize theft of service or vandalism of charging station(s), as applicable.
- ☐ I understand that periodic Progress Reports will be required for LZ and DCFC applicants and that reimbursement is contingent upon timely submittal of these report(s). The details and due dates of the required Progress Reports will be outlined in the executed grant agreement.
- ☐ I will provide usage data to the DEP Bureau of Mobile Sources in a .csv file (or another format if requested by the Department) on a quarterly basis for a period of no less than five (5) years from the date of installation. Alternatively, I will allow the Department to obtain data directly from the network provider, if requested by the Department. The data that must be provided will be described in detail in the grant agreement.
- ☐ All required permits and approvals will be obtained prior to installation and use of the charging station(s) and the charging station(s) will comply with applicable federal, state, and local laws, to the best of my knowledge.

Signature of Grant Executor (click SAVE to sign this document)

- ☐ I certify under penalty of law that I believe the information provided in this document is true, accurate and complete. I am aware that there are significant civil and criminal penalties, including the possibility of fine or imprisonment or both, for submitting false, inaccurate or incomplete information

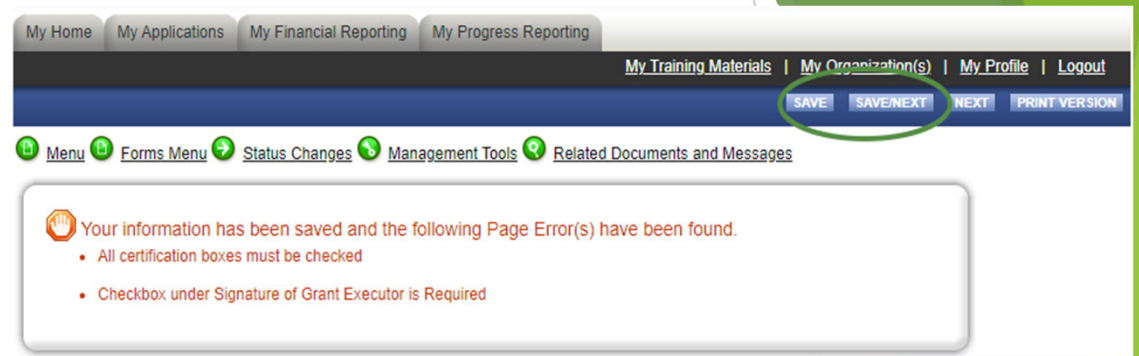
Name:  
Title:

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

**drive green**  
new jersey

# Fix any errors

- ▶ If there are any errors that the system identifies, they will be displayed at the top of the page.
- ▶ Go back and fix the errors
- ▶ Click Save/Next



# Deadlines Acknowledgement

- Read through the items and mark the check box next to them to certify.
- This form must be checked and signed at the bottom by the person designated at the Grant Executor.
- Click Save

## DEADLINES ACKNOWLEDGEMENT

### **Instructions:**

Please complete the following certifications.  
Form must be completed by the individual authorized to execute the grant agreement.  
All boxes **must** be checked before you will be allowed to submit your application.  
Hit **Save** before you proceed to another page.

I certify that I have been informed and agree to the below deadlines. I also understand that if I do not meet one of these deadlines, my application and/or grant agreement may be canceled:

- ☐ Return completed and signed grant agreement to NJDEP - 60 days from receipt
- ☐ Additional documentation (if needed) to Grant Agreement - 3 weeks from date of grant execution
- ☐ Installations completed for DC Fast Chargers - 12 months from grant execution
- ☐ Reimbursement request submitted to NJDEP - 30 days from the expiration of the work period
- ☐ Revisions to reimbursement request (if needed) - 3 weeks from submission of reimbursement request

### Signature of Grant Executor (click **SAVE** to sign this document)

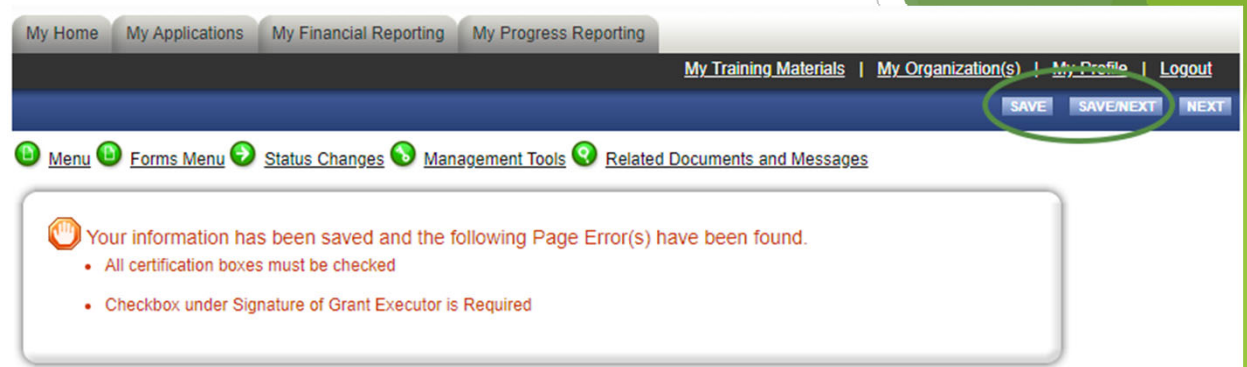
- ☐ I certify under penalty of law that I believe the information provided in this document is true, accurate and complete. I am aware that there are significant civil and criminal penalties, including the possibility of fine or imprisonment or both, for submitting false, inaccurate or incomplete information

**Name:** Test AO  
**Title:** Authorized Official

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

# Fix any errors

- ▶ If there are any errors that the system identifies, they will be displayed at the top of the page.
- ▶ Go back and fix the errors
- ▶ Click Save/Next



# Submitting your application

- ▶ You should be back on your Application Snapshot screen
- ▶ Hover over Status Changes
- ▶ Choose Apply Status under Application Submitted

The screenshot displays the NJDEP SAGE web application interface. At the top, the NJDEP SAGE logo and name are visible, along with the text "New Jersey Department of Environmental Protection" and "System for Administering Grants Electronically". Below this is a navigation bar with tabs for "My Home", "My Applications", "My Financial Reporting", and "My Progress Reporting". A secondary navigation bar contains links for "My Training Materials", "My Organization(s)", "My Profile", and "Logout".

The main content area features a "Menu" section with a "Forms Menu" and a "Status Changes" dropdown menu. The "Status Changes" dropdown is open, showing two options: "APPLICATION SUBMITTED" and "CANCEL APPLICATION". Both options have an "APPLY STATUS" button next to them. The "APPLICATION SUBMITTED" option is highlighted with a green circle.

Below the dropdown menu, there is a table with the following data:

Current Status	Period Date / Date Due
Authorized Official	Application In Process
	08/01/2020 - N/A

At the bottom of the page, there is a section titled "APPLICATION SNAPSHOT" with a list of instructions:

- To begin or continue work
- To submit or cancel your
- Please ensure appropriate

On the right side of the page, there is a text box that says: "Click on the form you wish to fill out. Select the appropriate option. [here](#)".

# Application Agreement

- Identify any notes about this status change.
- Click I Agree

## Agreement

Please make a selection below to continue.

As the Authorized Official for this organization, I hereby certify that the information provided within this proposal and application form is complete and true.  
If you would like to include notes about this status change, please supply them below.

0 of 2000

☒ I AGREE

☐ I DO NOT AGREE

Your application will  
now be transmitted to  
the DriveGreen team!

Thank you! We will be in touch.

Please email [drivegreen@dep.nj.gov](mailto:drivegreen@dep.nj.gov) if you have any questions

