



State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION
AIR QUALITY, ENERGY & SUSTAINABILITY

DIVISION OF AIR QUALITY

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DEP Equipment Modernization Program Application Instructions

1. Equipment owners interested in applying for funding assistance to replace their equipment must complete the EMP Project Information Form, making sure to fill out both the “New Jersey Project Information” page and the “Replacement Equipment – Current Equipment Information” page.
 - a. NOTE: Please fill out as much information as possible on the “Replacement Equipment – Current Equipment Information” page
 - b. If Electric Vehicle (EV) Charging Equipment is part of your project, please fill out the “Electric Charging Stations Equipment” page. If not, please leave blank and proceed to the final page to sign the document.
2. Submit the signed EMP Project Information Form to StoptheSoot@dep.nj.gov with the following as the subject line of the email: “Equipment Modernization Program”
3. Your submission will be reviewed by the Program Manager. If approved, you will be contacted and asked to obtain a minimum of 3 price quotes from 3 different vendors for each qualified piece of equipment. These new replacement options must be of the same type and size as the old equipment, at approximately the same Horsepower.
4. Send all quotes to the Project Manager.
5. NJDEP will authorize funding for the chosen quote, meeting requisite equipment specifications. The Project Manager will then contact the applicant to enter into a Grant Agreement.

6. After the Grant Agreement process is complete, the equipment owner, with the help of the new equipment supplier, must submit the following to the Project Manager to qualify for reimbursement:
 - a. Purchase Order (PO), if utilized
 - b. Supplier Invoice
 - c. Proof of Payment
 - d. A completed Post Installation Verification Form (provided by the Project Manager)
 - e. Photographic proof that the old equipment chosen for replacement was properly decommissioned and rendered unusable by a 3"x3" hole drilled in the engine block and the chassis/frame rails cut completely through.