NJ Ignite

Program Details

- 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.

Eligibility:

**Collaborative Workspaces:**
- 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 8 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.

Questions?

The EDA Technology & Life Sciences Team will be hosting a series of informational webinars on this new program. Please check www.njeda.com/NJIgnite for further updates on the dates/times of these webinars.

If you have any questions about NJ Ignite, please email NJIgnite@njeda.com.

Additional Documents:
- Informational PowerPoint Presentation - NJ Ignite
**Startup Companies:**

- Be registered to do business in New Jersey
- Provide a two-page executive summary of their business
- Are a technology or life sciences company (qualifying industries include: advanced computing, advanced materials, biotechnology, electronic device technology, information technology, food technology, life sciences, medical device technology, health care technology, logistics technology, mobile communications technology, agriculture technology, and renewable energy)
- 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)
- 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.)

**Fees:**

There are no fees associated with the NJ Ignite program.

Link to application: https://application.njeda.com/application_information_IGNITE.aspx
Application Process:

**Step 1: Collaborative Workspace Becomes an Approved Space**
A collaborative workspace must meet the above qualifications to be an approved workspace.

**Documents:**
- A. Signed self-certification
- B. NJ tax clearance
- C. NJ business registration
- D. Tenant/Member List completed
- E. Rent, mortgage or corporate charge back payment for one month evidencing a cost to run the space

**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 and a signed lease (can be contingent on grant funding) to start within 30 days +/- from grant application submission date.

**Link to application: https://application.njeda.com/application_information_IGNITE.aspx**

**Documents:**
- A. Signed self-certification certificate
- B. NJ business registration
- C. 2-page executive summary
- D. Articles of incorporation (evidencing that the company is not more than three years in existence)
- E. Employee verification form (form available at www.njeda.com/njignite)
- F. Financial statements since incorporation (management prepared P&L and Balance Sheet)
- G. Signed lease/membership agreement (draft prepared will be accepted- with executed copy to follow within 30 days)
- H. Right of Entry Form
- I. Certificate of Insurance naming the NJEDA as additional insured on the collaborative workspace’s general liability insurance policy

**Step 3: Submitting a Disbursement Request**
A. Collaborative workspace provides rent-free spaces as per the agreement and grant application
B. Tenant company agreed upon tenancy required
C. Collaborative workspace submits disbursement request to EDA (NJIgnite@njeda.com) with supporting documentation
   1. Signed disbursement request
   2. Rent/fee payments from tenant/member (cancelled check, wire payments, receipt of payment)
   3. Executed lease/membership agreement (if not already submitted)
   4. EDA reviews request and if requirements have been met disburses grant to the collaborative workspace

continued
Step 4: Annual Collaborative Workspace Review

A. EDA requests documentation from collaborative workspace on 10 community events
1. Community events form
2. Tenant/member duration form

B. EDA request documentation from collaborative workspace to prove tenant/member stayed for grant period
1. Rent/free payments, swipes into space or satisfactory documentation
2. EDA reviews documentation and reapproved participation or addresses issues (clawback funds/program removal)

List of Collaborative Workspaces:
Facilities marked with an asterisk (*) are approved facilities for the NJ Ignite Program

**Bergen County**
Serendipity Labs
FUSE
Media Labs

**Burlington County**
Lakes Workspace
Rutgers Eco Complex
Incubator*

**Camden County**
1776 at Cherry Hill Mall *
CoWork Street *
Kings Hall
76ers Innovation Lab
Advanced Technology Laboratories

**Cumberland County**
Rutgers Food Innovation Center *

**Essex County**
C3Workplace
Equal Space (Market Street)
Equal Space (Gateway Center)
In Mosaic
LaunchPad
SquareOne
Suite

**Hudson County**
&Co
Coalition Space
Flex Spaces
IndieGrove*
Kearny Point*
Mission 50
PrimeWork
Real Space
WorkSocial
Business Development

**Hunterdon County**
Incutate *
South Jersey Technology Park *

**Incubator**
Institute For Life Science Entrepreneurship
Stevens Venture Center
Jersey City Innovation Lab

**Middlesex County**
The CoWorking Space
Commercialization Center for Innovative Technologies (CCIT)*
New Jersey Biotechnology Development Center
Rutgers Food Innovation Center

**Monmouth County**
CoLabs *
CoWerks (Lake Avenue)

**Morris County**
PrimeWork
The Coworking Suites at Century Campus
Accenture Innovation Center
Aha!
Avaya Labs
Picatinny Innovation Center

**Mercer County**
Base Camp
Tigerlabs
TrentonCoWorks
BioLabs *
eLabs
Innovation Leadership Programs

**New Jersey**
Innovation Institute
Agile Strategies Labs
Newark Venture Partners
TechNWK Incubator
3rd Space

**Sussex County**
C3Workplace

**Somerset County**
PrimeWork*

**Sussex County**
C3Workplace

**Union County**
Celgene Incubator
L’Oréal Innovation Lab
Business Energy *

**Warren County**
Small Business Growth Center