

# New Jersey Community Stage Relief Grant Program

## Welcome

The New Jersey Community Stage Relief Grant is a program designed to aid for-profit businesses that organize, promote, produce, manage, or host in a venue live performances or live music and were impacted by the effects of COVID-19. Grants of up to 30% of operating revenue losses between 2019 and 2020, capped at \$300,000, will be awarded to qualified applicants on a first come first served basis. Applicants will have to meet eligibility criteria as well as program criteria while also meeting Federal and New Jersey requirements for Coronavirus Relief Funds and American Rescue Plan funds.

The eligibility criteria has three components:

1. Applicants must organize, promote, produce, manage, or host in a venue live performances as their primary business. This can be shown in one of two ways:
  - Business is categorized as one of the five primary NAICS (North American Industry Classification Standard) code. This can usually be found in your tax documentation
    - **711410** – Agents and Managers for Artists, Athletes, Entertainers, and Other Public Figures
    - **711310** – Promoters of Performing Arts, Sports, and Similar Events with Facilities
    - **711320** – Promoters of Performing Arts, Sports, and Similar Events without Facilities
    - **711110** – Theater Companies and Dinner Theaters
    - **711130** – Musical Groups and Artists
  - Business must certify that their principal business operating revenue (50% or more) involves the organization, hosting, promotion, production, or management of performances, with a brief narrative description making the case as to why the establishment's primary business meets that definition.

The applicant will then be asked to provide yearly income and expense statements for 2019 or 2020 providing a breakdown substantiating the operating revenue numbers specific to the arts and culture establishment

2. If the applicant owns or leases a venue as their primary business address, they must certify that the venue has a capacity does not exceed 2,500 persons
3. Applicants must also meet the four program criteria set forth in our enabling legislation:
  1. Applicant must show a 25% or greater operating revenue loss when comparing business

operating revenue from 2nd quarter 2019 to the 2nd quarter 2020

2. Applicant must show that the business was involved in the organization, hosting, promotion, production, or management of an average of 2 performances per week (or at least 26 total performances) for any three month period beginning no later than January 1, 2019.
3. Applicant must show that the performances were ticketed or had admissions fees
4. Applicant must provide documentation proof from four different artists from the above time period that the performing artists were paid or compensated for the performance

In addition, all applicants must comply with Federal and State award guidelines and will be asked to provide the following documents

1. NJ Tax Clearance Certificates
2. NJ State Tax Returns for 2019 and 2020

The information and documentation required for the application will help to ensure that funds go to the most impacted businesses while also helping the EDA staff to better process the applications and awards.

Listed below is a checklist of necessary information you will need to complete your application:

- Formal Corporate name
- D/B/A or trade name
- Business Address
- Business EIN
- Primary Business Location
- NAICS code for business AND/OR statement to certify that the principal business operating revenue (50% or more) involves the organization, hosting, promotion, production, or management of live music or performances
- Business Formation Date
- Date Business Operations started
- Business Ownership structure ( ex: Sole Proprietor, C-Corporation, S-Corporation)
- 2019/2020 Income Statements for Primary Business Location
- 2019/2020 NJ Tax Returns
- Current New Jersey Tax Clearance Certificate
- New Jersey Certificate of Occupancy ( if own or lease a venue)
- Proof of 2 live performances per week for any 3 month period beginning January 1, 2019
  - Examples of documentation may include:
    1. Ticket System Reports
    2. Payment Processor Reports
    3. Receipt Copies
    4. Dated Marketing Materials

4. Dated Marketing Materials
5. Media Reports
6. Administrative Documentation
7. Ticket Copies
8. Ticket Stubs
9. Box Office Reports
10. Ledgers
11. Income statements
12. Live event calendars
13. Other

- Proof of ticket sales or admissions fees for above
- Four proofs of artist payment for above performances
  - Examples of documentation may include:
    1. Contracts
    2. Signed Agreements
    3. Email Agreements
    4. Dated Text message screenshots
    5. Other
- Information about all prior federal, state, local or non-profit grants or loans related to COVID

☐ I confirm I have read the above instructions for NJ Community Stages Relief Fund

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# NJ Community Stage Relief Fund

## Authorized Representative

This application includes company representations and certification and must be submitted by an individual who is legally authorized to sign documents on behalf of the applicant company.

**Are you an authorized signer for the business entity? \***

☐ Yes ☐ No

**Name \***

**Title \***

**Company \***

**Phone \***

**Email \***

**Confirm Email \***

Please be sure the email address you enter is a valid email address, as this will be the primary address by which NJEDA contacts you on the status of this application.

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# NJ Community Stage Relief Fund

## Organization Details

### Applicant Organization Name \*

The full name of your registered legal entity.

### Applicant Doing Business As (DBA)

Does your business operate under a different name?

### Is your establishment a venue that hosts live performances? \*

☐ Yes ☐ No

### Primary Business Address \*

<input type="text"/>	<input type="text" value="New Jersey"/>	<input type="text"/>
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Physical location of your primary place of business

### Date Business Established \*



### Date Business Operational \*



This is the first day that you started operating your business, which may be different than the day your business was formed.

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# NJ Community Stage Relief Fund

## Organization Details (Continued)

**Is your business still in operation as of time of the application? \***

☐ Yes ☐ No

**Employer Identification Number (EIN) \***

123456789

The 9-digit Federal Tax ID number.

**What is the ownership Structure of the business? \***

- ☐ Sole Proprietorship
- ☐ Limited Liability Corporation
- ☐ Partnership
- ☐ C Corporation
- ☐ S Corporation
- ☐ Trust
- ☐ Nonprofit Organization
- ☐ Other

**Is the applicant, or any person who controls the applicant or owns or controls more than 1% of the stock of the applicant, an officer or employee of any agency, authority or other instrumentality of the State of New Jersey? \***

☐ Yes ☐ No

**Please indicate which years the business has filed business tax filing:**

**2019 \***

☐ Yes ☐ No

**2020 \***

☐ Yes ☐ No

**If the applicant organization has a Tax Clearance Certificate from the NJ Division of Taxation, please upload that information here.**

**Upload**

or drag files here.

Please note this is not required at the time of application, but will be required prior to approval.

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

**Total 2019 Annual Revenue \***

Please provide the revenue number as shown on your 2019 business tax filings.

NJEDA will be checking the number you self-report against your actual tax filings.

**Total 2020 Annual Revenue \***

Please provide the revenue number as shown on your 2020 business tax filings.

NJEDA will be checking the number you self-report against your actual tax filings.

**2019 Business Operating Revenue \***

**Upload yearly income statement for 2019 \***

**Upload**

or drag files here.

**2020 Business Operating Revenue \***

**Upload yearly income statement for 2020 \***

**Upload**

or drag files here.

Operating revenue is the revenue that a company generates from its primary business activities. For *example*, a retailer produces its operating revenue through merchandise sales; a restaurant derives their operating revenue from the sale of food and beverages; a plumber produces their operating revenue by providing plumbing services.

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## Your Industry

**Do you know the NAICS code of your organization \***

☐ Yes ☐ No

This is a six-digit number that corresponds to your company's industry. Learn more: [North American Industry Classification System \(NAICS\)](#).

Your NAICS can be found on the top right of your NJ 1040 or corporate business filing.

## NAICS Code:

☐ I confirm that the NAICS code of annies cookies is .

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## Operating Revenue


**Does your establishment have a capacity greater than 2,500? \***

☐ Yes ☐ No ☐ My business is not a venue

**Q2 CY2019 Operating Revenue \***

**Q2 CY2020 Operating Revenue \***

Operating revenue is the revenue that a company generates from its primary business activities. For example, a retailer produces its operating revenue through merchandise sales; a restaurant derives their operating revenue from the sale of food and beverages; a plumber produces their operating revenue by providing plumbing services.

 A requirement of this Program is that your entity must have a 25% or greater revenue loss from Q2 CY2019 to Q2 CY 2020.

**As of December 31, 2020, what is the estimated revenue loss as a result of your business closure, reduction in sales, or lost contracts? \***

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# NJ Community Stage Relief Fund

## Hosted Events

*To be eligible for this program your business must have hosted two live performances per week over a three month period beginning January 1, 2019.*

Please indicate what three month period you would like to show NJEDA that you have organized, promoted, produced, managed, or hosted at least 2 shows per week.

**Reporting Period Start Date \***



**Reporting Period End Date \***

**For this reporting period, please upload any documentation you have that will demonstrate to the NJEDA that you have organized, promoted, produced, managed, or hosted an average of at least 2 shows per week (at least 26 shows) which required purchased tickets or had admissions fees.**

**Events featuring multiple artists can count as multiple "shows," with each artist counting as one show (i.e. an event with three performers would count as three "shows").**

*Only upload documents for this reporting period (to ).*

Examples of documentation may include:

1. Ticket System Reports
2. Payment Processor Reports
3. Receipt Copies
4. Dated Marketing Materials
5. Media Reports
6. Administrative Documentation
7. Ticket Copies
8. Ticket Stubs
9. Box Office Reports
10. Ledgers
11. Income statements

12. Live event calendars

13. Other

### Shows Documentation

or drag files here.

**Please describe the documents you are uploading. \***

**For the reporting period listed above, were the artists/live performers paid for their performance? \***

☐ Yes ☐ No

**Please provide documentation demonstrating to the NJEDA that at least four artist/live performers were paid for their performances over the reporting period.**

*Only upload documents for this reporting period (to ).*

Examples of documentation may include:

1. Contracts
2. Signed Agreements
3. Email Agreements
4. Dated Text message screenshots
5. Other

### Payments Documentation

or drag files here.

**Please describe the documents you are uploading. \***

## COVID-19 Assistance – Duplication of Benefit Affidavit

**Have you applied for any other Covid-19 Assistance (NJEDA Grant and/or Loan Program, the Small Business Administration Paycheck Protection Program, SBA, EIDL, SBA EIDL, SBA Shuttered Venues, other State or Local Municipality, or Insurance)? \***

☒ Yes ☐ No

**What program(s) have you applied for? \***

- ☐ Small Business Administration Paycheck Protection Program (PPP)
- ☐ Small Business Administration Economic Injury Disaster Grant (EIDG)
- ☐ Small Business Administration Economic Injury Disaster Loan (EIDL)
- ☐ Small Business Administration Shuttered Venues Grant
- ☐ NJEDA Small Business Emergency Loan Assistance
- ☐ NJEDA Small Business Emergency Grant Assistance Phase 1
- ☐ NJEDA Small Business Emergency Grant Assistance Phase 2
- ☐ NJEDA Small Business Emergency Grant Assistance Phase 3
- ☐ NJEDA Small Business Emergency Grant Assistance Phase 4
- ☐ CARES Act Funding From Local Count
- ☐ New Jersey Housing and Mortgage Finance Covid-19 Landlord Grant
- ☐ New Jersey Redevelopment Authority Small Business Lease Emergency Assistance Grant Program
- ☐ Emergency Assistance Grant Program
- ☐ Insurance Proceeds
- ☐ Other Program/Funding Source

Check all that apply

**After receiving the potential total duplicative funding listed above, does your company still have a financial need? \***

☒ Yes ☐ No

## Certification of Need/Use of Funds

If approved, what would your business use these funds for (check all that apply)? \*

- ☒ Payroll
- ☐ Rent
- ☐ Mortgage
- ☐ Inventory
- ☐ Supplies
- ☐ Other Working Capital Expenses
- ☐ None of the Above

## Religious Activity

Is your organization involved in religious activities? \*

☒ Yes ☐ No

Religious Activities Form \*

or drag files here.

Please download and complete the [form](#) then upload it to your application.

## Political or lobbying activities

Is your organization involved in political or lobbying activities? \*

☒ Yes ☐ No

Political Activity Form \*

or drag files here.

Please download and complete the [form](#) then upload it to your application.

## Demographic Information

This information is optional and for tracking purposes only.

**With which of the following does the majority owner of the applicant organization self-identify (if applicable)?**

- ☒ Minority-owned
- ☐ Women-owned
- ☐ Veteran-owned
- ☐ LGBTQ-owned
- ☐ Disabled-owned
- ☐ I do not wish to identify

**Please indicate the race(s) of the majority owner of the applicant organization.**

- ☐ Black or African American
- ☐ American Indian and Alaskan Native
- ☐ Asian
- ☐ Native Hawaiian or Other Pacific Islander
- ☐ Other
- ☐ Prefer not to answer

**Please select the ethnicity or ethnicities that you most closely identify with:**

- ☐ Black
- ☐ East Asian (e.g. Chinese, Korean)
- ☐ Latino/a/x or Hispanic
- ☐ Middle Eastern/Northern African (e.g. Egyptian, Iranian)
- ☐ North American Aboriginal, Alaska Native, First Nations, Metis, or Inuit
- ☐ South Asian (e.g. Indian, Sri Lankan)
- ☐ Other
- ☐ Prefer not to answer

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## Business Details

**Does the entity host gambling or gaming activities? \***

☐ Yes ☒ No

**Does the entity conduct or purvey "adult" activities, services, products, or materials? \***

☐ Yes ☒ No

**Does entity conduct auctions, bankruptcy sales, fire sales, "lost-our-lease," or similar sales? \***

☐ Yes ☒ No

**Is the entity a transient merchant ("peddler," "popup store," or "itinerant vendor")? \***

☐ Yes ☒ No

**Does this entity conduct any activities that may constitute a nuisance? \***

☐ Yes ☒ No

**Does the entity conduct business for any illegal purposes? \***

☐ Yes ☒ No

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## Legal Questionnaire

Persons (entities or individuals) applying for NJEDA programs are subject to the Authority's Disqualification/Debarment Regulations (the "Regulations"), which are set forth in N.J.A.C. 19:30-2.1, et seq. Applicants are required to answer the following background questions ("Legal Questionnaire") pertaining to causes that may lead to debarment, disqualification, or suspension from eligibility under the Regulations and Executive Orders 34 (Byrne 1976) and 189 (Kean 1988) after consideration of all relevant mitigating factors. Governmental entities are not required to submit this Legal Questionnaire and may leave it empty.

Note that this form has recently been modified.

Please review in its entirety prior to providing any responses or certifications.

### **DEFINITIONS**

Notwithstanding any terms defined elsewhere or otherwise herein, the following definitions shall govern in responding to this Legal Questionnaire:

"Affiliates" means any entities or persons having an overt or covert relationship such that any one of them directly or indirectly controls or has the power to control another. For the purposes of application for, or ongoing compliance with, Authority-administered programs, this includes:

- any entities or persons having an ownership interest in Applicant of 10% or greater;
- any entities in which Applicant holds an ownership interest of 10% or greater; and
- any entities that are named in the application and/or agreement, or that will receive a direct benefit from the financing, incentive, or other agreement with the Authority.

Note that any entities or persons fitting these definitions will need to be listed in Part C below.

"Legal Proceedings" means any civil, criminal, or administrative proceedings in a State or Federal court or administrative tribunal in the United States or any territories thereof.

### **RELEVANT TIMEFRAMES**

Responses should be given based on the following "look-back" periods:

- For civil matters, those that were either pending or concluded within 5 years of the reporting date;



- For criminal matters, those that were either pending or concluded within 10 years of the reporting date;
- For environmental regulatory matters, those that were either pending or concluded within 10 years of the reporting date; and
- For all other regulatory matters, those that were either pending or concluded within 5 years of the reporting date.

Note that in cases where Applicant has previously submitted and certified a legal questionnaire to the Authority, the Applicant may refer to its prior legal questionnaire and report only those matters that are new or have changed in status since the date of last reporting.

### **Part A. Past Proceedings**

Has Applicant, or any officers or directors of Applicant, or any Affiliates of Applicant, been found or conceded or admitted to being guilty, liable or responsible in any Legal Proceeding, or conceded or admitted to facts in any Legal Proceedings that demonstrate responsibility for any of the following violations or conduct? (Any civil or criminal decisions or verdicts that have been vacated or expunged need not be reported.)

**1. Commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract, or subcontract there under, or in the performance of such contract or subcontract. \***

☐ Yes ☒ No

**2. Violation of the Federal Organized Crime Control Act of 1970, or commission of embezzlement, theft, fraud, forgery, bribery, falsification or destruction of records, perjury, false swearing, receiving stolen property, obstruction of justice, or any other offense indicating a lack of business integrity or honesty. \***

☐ Yes ☒ No

**3. Violation of the Federal or State antitrust statutes, or of the Federal Anti-Kickback Act (18 U.S.C.874). \***

☐ Yes ☒ No

**4. Violation of any law governing the conduct of elections of the Federal Government, State of New Jersey or of its political subdivision. \***

☐ Yes ☒ No

**5. Violation of the "Law Against Discrimination" (P.L. 1945, c169, N.J.S.A. 10:5-1 et seq., as supplemented by P.L. 1975, c127), or of the act banning discrimination in public works employment (N.J.S.A. 10:2-1 et seq.) or of the act prohibiting discrimination by industries engaged in defense work in the employment of persons therein (P.L. 1942, c114, N.J.S.A. 10:1-10, et seq.). \***

☐ Yes ☒ No

**6. To the best of your knowledge, after reasonable inquiry, violation of any laws governing hours of labor, minimum wage standards, prevailing wage standards, discrimination in**

**wages, or child labor. \***

☐ Yes ☒ No

**7. To the best of your knowledge, after reasonable inquiry, violation of any law governing the conduct of occupations or professions of regulated industries. \***

☐ Yes ☒ No

**8. Debarment by any department, agency, or instrumentality of the State or Federal government. \***

☐ Yes ☒ No

**9. Violation of the Conflict of Interest Law, N.J.S.A. 52:13D-12 et seq., including any of the following prohibitions on vendor activities representing a conflict of interest, or failure to report a solicitation as set forth below:**

(i) No person shall pay, offer or agree to pay, either directly or indirectly, any fee, commission, compensation, gift, gratuity, or other thing of value of any kind to any Authority officer or employee or special Authority officer or employee, as defined by N.J.S.A. 52:13D-13(b) and (e), with which such person transacts or offers or proposes to transact business, or to any member of the immediate family as defined by N.J.S.A. 52:13D-13(i), of any such officer or employee, or partnership, firm, or corporation with which they are employed or associated, or in which such officer or employee has an interest within the meaning of N.J.S.A. 52:13D-13(g).

(ii) The solicitation of any fee, commission, compensation, gift, gratuity or other thing of value by any Authority officer or employee or special Authority officer or employee from any person shall be reported in writing by the person to the Attorney General and the NJEDA Ethics Liaison Officer.

(iii) No person may, directly or indirectly, undertake any private business, commercial or entrepreneurial relationship with, whether or not pursuant to employment, contract or other agreement, express or implied, or sell any interest in such person to, any Authority officer or employee or special Authority officer or employee having any duties or responsibilities in connection with the purchase, acquisition or sale of any property or services by or to the Authority, or with any person, firm or entity with which he or she is employed or associated or in which he or she has an interest within the meaning of N.J.S.A. 52:13D-13(g). Any relationships subject to this subsection shall be reported in writing to the NJEDA Ethics Liaison Officer and the State Ethics Commission, which may grant a waiver of this restriction upon application of the Authority officer or employee or special Authority officer or employee upon a finding that the present or proposed relationship does not present the potential, actually or appearance of a conflict of interest.

(iv) No person shall influence, or attempt to influence or cause to be influenced, any Authority officer or employee or special Authority officer or employee in his or her capacity in any manner which might tend to impair the objectivity or independence of judgment of the officer or employee.

☐ Yes ☒ No

**10. Violation of any State or Federal law that may bear upon a lack of responsibility or moral integrity, or that may provide other compelling reasons for disqualification. Your responses to the foregoing question should include, but not be limited to, the violation of the following laws, without regard to whether there was any monetary award, damages, verdict, assessment or penalty, except that any violation of any environmental law in category (v) below need not be reported where the monetary award, damages, etc. amounted to less than \$1 million.**

- (i) Laws banning or prohibiting discrimination or harassment in the workplace.
- (ii) Laws prohibiting or banning any form of forced, slave, or compulsory labor.
- (iii) The New Jersey Conscientious Employee Protection Act, N. J. Stat. Ann. § 34:19-1 et seq., or other “Whistleblower Laws” that protect employees from retaliation for disclosing, or threatening to disclose, to a supervisor or to a public body an activity, policy or practice of the employer, that the employee reasonably believes is in violation of a law, or a rule or regulation issued under the law.
- (iv) Securities or tax laws resulting in a finding of fraud or fraudulent conduct.
- (v) Environmental laws, where the monetary award, penalties, damages, etc. amounted to more than \$1 million.
- (vii) Laws banning anti-competitive dumping of goods.
- (viii) Anti-terrorist laws.
- (ix) Criminal laws involving commission of any felony or indictable offense under State or Federal law.
- (x) Laws banning human rights abuses.
- (xi) Laws banning the trade of goods or services to enemies of the United States.

☐ Yes ☒ No

**Part B. Pending Proceedings**

**11. To the best of your knowledge, after reasonable inquiry, are Applicant, or any officers or directors of Applicant, or any Affiliates, a party to pending Legal Proceedings wherein any of the offenses or violations described in questions 1-10 above are alleged or asserted against such entity or person? With respect to laws banning or prohibiting discrimination or harassment in the workplace, please provide only information pertaining to any class action lawsuits. \***

☐ Yes ☒ No

If the answer to any of the foregoing questions is affirmative, you must provide the following information as an attachment to the application: (i) the case name and court/administrative agency (including jurisdiction and venue) in which such matters were tried or are pending; (ii) the charges or claims adjudicated or alleged; and (iii) a brief explanation of the circumstances giving rise to such matters. Also, for affirmative answers to question 1-10, please attach copies of document(s) reflecting the final resolution (e.g., final judgments, verdicts, plea bargains, consent orders, administrative findings, or settlement agreements).

Note that an Applicant may refer to or attach specific provisions of a 10-K/Q or other filings with the U.S. Securities and Exchange Commission (SEC); however, the Applicant should be aware that different laws apply to disclosures to the Authority. This means that the Authority does not have the same types of materiality thresholds as the SEC. The Applicant is expected to supplement its SEC filings to ensure that all relevant matters are disclosed to the Authority, including any matters that were below the SEC's materiality threshold and any matters that may have occurred after its most recent filing.

Please Note: Eligibility is determined based on the information presented in the completed Application. If, at any time while engaged with the Authority the Applicant should become aware of any facts that materially alter or change its answers, or that render any of them incomplete or inaccurate, the Applicant has a duty to promptly report such facts to the Authority in writing. The Authority reserves the right to require additional clarifying or explanatory information from the Applicant regarding the answers given, to ask additional questions not contained in this Legal Questionnaire, and to perform its own due diligence investigations and searches.

### **Part C. Applicable Affiliates**

Please provide a list of all entities or persons considered to be "Affiliates" of Applicant based upon the above definitions

## Affiliates

	Name of Affiliate (Entity or Person)	Federal Employer Identification Number (EIN) (if applicable)
✕	<input type="text"/>	<input type="text"/>
<div>+ Add Item</div>		

## Certification of Legal Questionnaire and Authorization to Release Information

This certification shall be signed as follows:

- for a corporation, by a principal executive officer at least the level of vice president;

- for a partnership, by a general partner;
- for a sole proprietorship, by the proprietor;
- for a governmental entity, by the contact person (business administrator, manager, mayor, etc.);
- for other than above, by the person with legal responsibility for the application.

I hereby represent and certify that I have reviewed the information contained in this Legal Questionnaire, and that the foregoing information is true and complete under penalty of perjury. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment. I further agree to inform the New Jersey Economic Development Authority of any changes in the foregoing information which may occur prior to execution of any agreement with the Authority, and so long as any such agreement is in effect. Failure to disclose relevant matters may render the Applicant ineligible for the financial benefits sought and may subject the Applicant to disqualification, debarment, suspension, or referral to the office of the state's Attorney General.

The undersigned, on behalf of the Applicant, understands and acknowledges that information and documents provided to the New Jersey Economic Development Authority: (1) are subject to public disclosure during deliberations of the Authority at public meetings regarding the application and as set forth in the minutes of the Authority's public meetings; and (2) are subject to public disclosure under certain laws, including, but not limited to, the Open Public Records Act, N.J.S.A. 47A:1-1 et seq., and the common law right-to-know.

☐ Yes ☐ No

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## Privacy Act Statement Release Waiver

This statement is provided in compliance with the provisions of the Federal Privacy Act of 1974 (5 U.S.C. § 552a, note) (93 P.L. 579 (1976)), which requires agencies to inform persons when confidential information is requested. The Economic Development Authority ("EDA") requests your authorization to receive information from your New Jersey Gross Income, Corporation Business Tax, and Sales and Use Tax returns with the principal intention to provide EDA with the ability to confirm eligibility for financial grants under the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"), P.L. 116-136 (2020) as authorized by New Jersey law, to confirm grant eligibility for aid administered by EDA pursuant to N.J.S.A. 34:1B-5(jj).

Disclosure of your confidential Gross Income, Corporation Business or Sales and Use Tax returns and return information, including your taxpayer identification number (i.e., TIN and/or SSN), is voluntary to confirm grant eligibility. Declining to do so could result in a delay in the review of your application, and additional information from you may be required. By signing the waiver below, you consent and agree to such disclosure and use as set forth above, and waive all claims, whether known now or in the future, related thereto.

I, an agent for this entity, hereby request, pursuant to N.J.S.A. 54:50-9(a), the Disclosure Officer of the New Jersey Division of Taxation to disclose information from the Gross Income, Corporation Business or Sales and Use Tax returns for this entity for the years 2018, 2019, and 2020 to the Economic Development Authority ("EDA") to verify grant eligibility for CARES Act grants administered by EDA pursuant to N.J.S.A. 34:1B-5(jj). I authorize the Division to accept photocopies of this Authorization. This Authorization shall remain in effect for ninety days from the date of signature. I certify that to my knowledge, I personally caused or have the authority to cause the requested returns to be filed with the New Jersey Division of Taxation. I am aware that any person violating N.J.S.A. 54:50-8 by divulging, disclosing or misusing information found in the records of the Director is guilty of a crime of the fourth degree. I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

☐ Yes ☐ No

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## Certification of Application

The Authority reserves the right to require additional clarifying or explanatory information from the applicant ("Applicant") regarding the answers given. If, at any time prior to board action or approval on this application, or, at any time between the date of such action and the execution of a grant agreement with the Authority, the Applicant should become aware of any facts that materially alter

or change such answers, or render any of them incomplete, the Applicant shall have a duty to immediately report such facts to the Authority in writing.

Eligibility of financial assistance by the New Jersey Economic Development Authority (NJEDA) is determined by the information presented in this application. Any changes in the status of the proposed project from the facts presented herein could disqualify the project.

Only Board Members of the governing board of the particular program for which you are applying, by resolution, may take action to determine project eligibility and to authorize the issuance of funds.

- ☐ I understand that if such information is willfully false, I am subject to criminal prosecution under N.J.S.A. 2C:28-2 and civil action by the EDA which may at its option terminate its financial assistance.
- ☐ I authorize the New Jersey Department of Law and Public Safety to verify any answer(s) contained herein through a search of its records, or records to which it has access, and to release the results of said research to the EDA.
- ☐ I certify that the firm will make a best effort not to furlough or lay off any individuals from the time of application through six months after the end of the declared state of emergency. If I have already furloughed or laid off workers, I must make a best-effort pledge to re-hire those workers as soon as possible. Any material breach of this best-efforts certification may result in the NJEDA seeking repayment of the grant.
- ☐ I certify that the firm has been negatively impacted by the COVID-19 declared state of emergency (e.g. has been temporarily shut down, has been required to reduce hours, has had at least a 20% drop in revenue, has been materially impacted by employees who cannot work due to the outbreak, or has a supply chain that has materially been disrupted and therefore slowed firm- level production).

- ☐ I certify that the firm has a material financial need that cannot be overcome without the grant of emergency relief funds at this time (e.g. does not have significant cash reserves that can support the firm during this period of economic disruption).
- ☐ I certify that the firm is currently operational and in compliance with all applicable law including, but not limited to, Executive Orders related to COVID-19.
- ☐ I certify that the firm is in good standing with the State of New Jersey's Department of Treasury, Division of Taxation (e.g. the firm has filed all mandatory Annual Reports and is current on obligations). Should the firm have a reporting deficiency or an outstanding obligation to the Division of Taxation, the NJEDA or the Division may seek repayment of the grant.
- ☐ I certify that the firm is fully and properly registered with the State of New Jersey. Should the firm not be properly registered the NJEDA or the Division of Taxation may seek repayment of the grant.
- ☐ I authorize the EDA to provide information submitted to it by or on behalf of the applicant to any bank or State agency which might participate in the requested grant with the EDA.
- ☐ I acknowledge and understand that Title 18 United States Code Section 1001: (1) makes it a violation of federal law for a person to knowingly and willfully (a) falsify, conceal, or cover up a material fact; (b) make any materially false, fictitious, or fraudulent statement or representation; OR (c) make or use any false writing or document knowing it contains a materially false, fictitious, or fraudulent statement or representation, to any branch of the United States Government; and (2) requires a fine, imprisonment for not more than five (5) years, or both, which may be ruled a felony, for any violation of such Section.
- ☐ I authorize that an electronic signature of this Application and any Approval Letter or Grant Agreement shall be a binding on the parties.

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## Electronic Signature

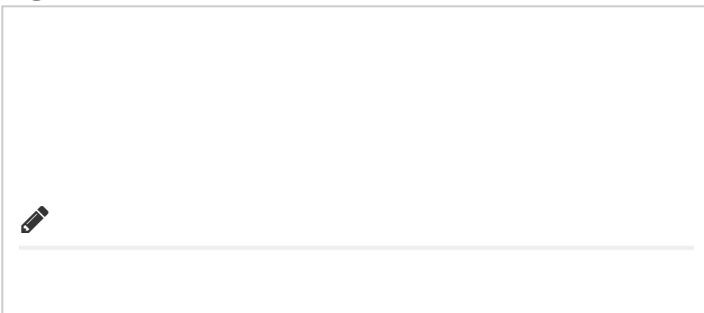
Pursuant to written policy, the New Jersey Economic Development Authority allows documents to be signed electronically and hereby agrees to be bound by such electronic signatures. Please confirm that you, as a signatory to this document, also agree to be bound by electronic signatures.

I agree to be bound by electronic signatures. I am an Authorized Signer for this organization, and I accept the above terms and conditions.

☐ I agree to be bound by electronic signatures.

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**Signature \***



**Full Name \***

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