



Neighborhood Revitalization Tax Credit Program

INSTRUCTIONS FOR SUBMISSION OF APPLICATION BY BUSINESS ENTITY

This form is intended for use by business entities that are making a contribution of funds to the Neighborhood Revitalization Tax Credit Program (NRTC) and are applying for an equal amount of tax credits, up to the maximum of \$1,000,000 per year¹.

The “Qualified Projects Pool”, publicized at the NRTC website (link below), lists the non-profit organizations with pre-applications that have been determined to be qualified for further funding consideration, along with descriptive information about each qualified project pre-application. Please use the Qualified Projects Pool to make choices on the attached application form:

- Specify one organization and funding amount per line in the section labeled, “Qualified Projects Pool Selection.”

The project choices must be listed (ranked) in order of funding preference. This will enable the NRTC Program to allocate funds from a project that has achieved its funding target to other projects that still need funding.

- Business entities are encouraged to list multiple organizations as funds recipients.
- It will be acceptable for the total amount listed at “Qualified Projects Pool Selection” to be greater than the amount of the funds to be contributed.
- You may submit more than one application form if needed to list all of your funding choices.
- The NRTC Program will process applications in the order they are received.

The Department will use 1.5% of the total contribution amount for program administration. The remainder of the contribution will be used for qualified projects. The tax credit certificate will be issued in the amount of the total contribution.

Please submit a PDF version by e-mail to of the completed and signed document to Bradley.Harrington@dca.state.nj.us, followed by the original, signed version mailed to: ATTN: Bradley Harrington, NJ Department of Community Affairs, Neighborhood Revitalization Tax Credit Program, 101 S. Broad Street, PO Box 811, Trenton, NJ, 08625-0811

The check for your contributed funds must be payable to **Treasurer, State of New Jersey**, with **NJDCA/NRTC Program** in the reference line.

Please contact NRTC Program staff with any questions you may have: Bradley Harrington, (609) 633-6273 or Bradley.Harrington@dca.state.nj.us.

Link to NRTC website: <http://www.nj.gov/dca/divisions/dhcr/offices/nrtc.html>

¹ See Subchapters 2 and 6 of the NRTC Program rules (NJAC 5:47), at the NRTC website, for regulatory requirements and guidance



Neighborhood Revitalization Tax Credit Program Business Entity Application

COMPANY INFORMATION:

Applicant Name _____

Tax ID#: _____

Address _____

City _____

State _____

Zip Code _____

Contact Person _____

Title _____

Email _____

Fax _____

Phone _____

Total Contribution: \$ _____

Select the tax this credit will be applied to:

Corporate Business Tax

Public Utilities Excise Tax

Petroleum Gross Receipts Tax

Insurance Premium Tax

Public Utilities Franchise Tax

Other: _____

QUALIFIED PROJECTS POOL SELECTION:

Please list the projects and funding amounts, in ranking order, to which your funds would be designated (*refer to the instructions*). Visit <http://www.nj.gov/dca/divisions/dhcr/offices/nrtc.html> for a complete list of "Qualified Projects"

1. _____
2. _____
3. _____
4. _____
5. _____

Certification:

I, [Name of Officer] of [Name of Firm], hereby affirm under penalties prescribed by the law that this application has been examined by me and to the best of my knowledge and belief, the information is true, correct and complete.

Enter Date _____

(Date of Affirmation)

(Signature)

Please submit a PDF version by e-mail of the completed and signed document to:

Bradley.Harrington@dca.state.nj.us

Mail the original, signed form to:

ATTN: Bradley Harrington
NJ Department of Community Affairs
Neighborhood Revitalization Tax Credit Program
101 S. Broad Street, PO Box 811
Trenton, NJ, 08625-0811

For DCA Use Only

Application Received (Date & Time): _____

Certificate Issue #: _____ Date: _____

