

Eligibility Guidelines for New Jersey Board of Public Utilities Payment Assistance for Gas and Electric (NJBPU PAGE) Program

About the Program

New Jersey Board of Public Utilities Payment Assistance for Gas and Electric (NJBPU PAGE) program provides energy (gas and electric) assistance grants to income qualified households experiencing a temporary financial crisis. Eligibility is based on household size and income. Households who have income above 60% but at or below 100% of the State Median Income (SMI) guidelines can receive up to \$700 per utility per calendar year. Grants will be used for energy consumption only – not for deposits, reconnection fees, repairs, etc. All grant payments are issued directly to the utility company on the customer's behalf and no customer will receive a credit balance.

Eligibility Guidelines

Households MUST:

- Have an active residential account with one of these utilities: Atlantic City Electric, Elizabethtown Gas, JCP&L, New Jersey Natural Gas, PSE&G, Rockland Electric and South Jersey Gas
- Reside at the service address listed on the utility bill
- Be experiencing a temporary financial crisis, such as a job loss or illness
- Be in arrears on their energy bill
- Have made a good faith payment of \$25 within 90 days prior to the application date
 - If awarded an **energy assistance grant** within 90 days prior to applying, this can serve as a good faith payment.
 - If anyone in the household has applied for temporary disability or unemployment, the good faith payment can be waived with proof of application.
 - If applying for assistance from one gas and one electric utility on the same day, the good faith payment can be a cumulative total of \$25 made amongst both utilities.

Households MAY:

- Receive one grant of up to \$700 for electric service or electric heating source, if the household is heated with electric, once between January 1 and December 31 of a given year
- Receive one grant of up to \$700 for natural gas (including cooking gas) heating source, if the household is heated with gas, once between January 1 and December 31 of a given year

Income Eligibility

- Household income must be above 60% of the State Median Income but at or below 100% of the State Median Income - **See income chart 1 on page 3.**

Household income above 60% of the State Median Income and at or below 100% of the State Median Income
(Online application process flow. See income charts on next page)

If your gross monthly household income falls within the guidelines on Chart 1

- You will begin the qualification process through the NJ SHARES online portal
- Select the type of assistance needed
 - Select your utility provider
 - Enter the number of household members & income

- After completing the qualification steps, start the utility assistance application.
- Complete the address, utility account details, household demographics, assistance program or income, contact & miscellaneous information
 - Submit the application & sign on the next page using your mouse

Once the application is submitted, you will be required to upload:

- ID for all household members
- Proof of the last 30 days of income for any household members age 18 and over
- The most recent utility bill(s)

The NJ SHARES customer service representative will review the application & documentation

- If additional information is required, they will contact you
- The representative will work with the utility company to verify account details
- Once everything is verified, the application determination is made and you will be notified

If approved, PAGE grant is awarded & paid directly to the utility company

If denied

You may apply for the NJ SHARES SMART Utility Assistance Program

You may also apply for a NJ SHARES Energy Assistance Grant if your gross monthly household income falls within the guidelines on Chart 3 and you do not receive LIHEAP and/or USF benefits

Income Guidelines

Chart 1

NJBPU PAGE MI Income Guidelines

HOUSEHOLD SIZE / GROSS MONTHLY INCOME

1 person	/ \$3,677 - \$6,127
2 people	/ \$4,808 - \$8,012
3 people	/ \$5,939 - \$9,897
4 people	/ \$7,070 - \$11,782
5 people	/ \$8,201 - \$13,667
6 people	/ \$9,332 - \$15,552
7 people	/ \$9,544 - \$15,906
8 people	/ \$9,756 - \$16,259
9 people	/ \$9,969 - \$16,613
10 people	/ \$10,181 - \$16,966
11 people	/ \$10,393 - \$17,320
12 people	/ \$10,605 - \$17,673

Chart 2

NJ SHARES SMART Utility Assistance Program Income Guidelines

HOUSEHOLD SIZE / GROSS MONTHLY INCOME

1 person	/ \$0 - \$6,127
2 people	/ \$0 - \$8,012
3 people	/ \$0 - \$9,897
4 people	/ \$0 - \$11,782
5 people	/ \$0 - \$13,667
6 people	/ \$0 - \$15,552
7 people	/ \$0 - \$15,906
8 people	/ \$0 - \$16,259
9 people	/ \$0 - \$16,613
10 people	/ \$0 - \$16,966
11 people	/ \$0 - \$17,320
12 people	/ \$0 - \$17,673

Chart 3

NJ SHARES Energy Assistance Grant Income Guidelines

HOUSEHOLD SIZE / GROSS MONTHLY INCOME

1 Person	/ \$3,677 - \$5,020
2 People	/ \$4,808 - \$6,813
3 People	/ \$5,939 - \$8,607
4 People	/ \$7,070 - \$10,400
5 People	/ \$8,201 - \$12,193
6 People	/ \$9,332 - \$13,987
7 People	/ \$9,544 - \$15,780
8 People	/ \$9,756 - \$17,573
9 People	/ \$9,969 - \$19,367
10 People	/ \$10,181 - \$21,160
11 People	/ \$10,393 - \$22,953
12 People	/ \$10,605 - \$24,747

For households greater than 12 people,
add \$1,793 per additional person

NJBPU PAGE Program Policies and Procedures

Residence and Billing

- Applicants must be New Jersey residents with an active residential account.
- The applicant must reside at the service address listed on the utility bill.
- The utility bill must be in the applicant's name.

Acceptable Cases Where Applicants are Not the Customer of Record (utility bill is in someone else's name)

- A spouse can apply for assistance provided they reside in the home. A marriage certificate is required for customers who are applying as married with different last names.
 - * *If multiple names appear on the utility bill and not disclosed on the application, we will require further documentation.*

Status with Energy Providers

The gas or electric customer must be "at risk" of service termination, which can be any of the following:

- Customer has received a written notice of arrears (can be a bill showing arrears balance)
- Customer has a written termination or shut off notice
- Customer's service is shut off

Required Documentation

NJ SHARES must receive these documents within ten business days of the application date to process an application.

If a household is applying for assistance from any of our programs below within the current calendar year, they will only have to provide income documentation and ID for the household once.

- NJ Board of Public Utilities Payment Assistance for Gas and Electric (NJ BPU PAGE) Program
- NJ SHARES Energy Assistance Grant
- NJ SHARES SMART Utility Assistance Program
- NJ SHARES Mortgage Assistance, Rent, and Taxes (NJ SMART) Program

Personal ID for the Applicant and All Household Members

Any unexpired government issued ID. ID must be provided for the applicant and all household members. If an adult (18 and older) household member's ID shows a different last name than applicant, additional proof of residency is required. If the address is listed on the ID provided and it does not match the service address, additional proof of residency is required.

Proof of Residency

If any documentation provided throughout the application process includes an address that does not match the service address, further proof of residency will be required. To prove residency, additional documentation dated within 30 days of the application date showing name and address must be provided.

Proof of Income

Proof of the last four consecutive weeks of income from the date of the application for all household members ages 18+. Any household members ages 18+ without income should be listed on the online application or Zero Income Affirmation form, if applying with paper. Proof of income includes:

Paystubs If paystubs cannot be produced: A letter signed and dated by the employer verifying paid in cash and the total gross monthly income.	Self-employed: Letter confirming the total gross income for the last 30 consecutive days.	Unemployment: Determination letter along with proof of receipt of last 30 days of unemployment benefit.
Rental Income: Current lease and rental payment receipt.	Social Security Income: Award letter for current year.	Pension Income: Most recent check or letter verifying lifetime receipt of benefits.
Workers' Compensation: Current bank statements showing identified direct deposits with recipient's name and address.	Alimony and/or Child Support: Proof of payment and frequency.	

Medical Equipment

If anyone in the household has a medical condition and relies on electric-powered medical equipment, please provide a note from the medical provider, or confirm this note is on file with the utility company.

Most Recent Energy Provider Bill

Provide the most recent gas and/or electric bill to include all pages. This information is verified with the designated utility provider.

Completed, Signed and Dated Application

- The application must be signed and dated.
- If the applicant is elderly or disabled and a volunteer, family member, or social worker that is applying on his/her behalf - Power of Attorney document or letter of authorization is required.