

# **NYSERDA Webinar Series: Updated NYSBIP Charging Portal**

**January 29, 2026**



**NYSERDA**

# Agenda


**Review contractor application**

**Review new charging voucher portal**


**Q&A**

# Contractor Application

### Select Program

Complete the following screens to submit an application. See the  icon for more information.

Program Family

Clean Transportation  

Please select a program.

- New York School Bus Charging Program
- New York School Bus Incentive Program
- Truck Voucher Program

Please select your role in this application (Select all that apply)

- School Bus Charger Voucher Solicitation

CONTINUE

Company Information (Step 1 of 5)

Legal Business Name \*

Business Name / Disregarded Entity Name

Business Website

Street Address 1 \*

Street Address 2

City \*

State/Province \*

Zip/Postal Code \*

What kind of business do you have? (select all that apply) \*

Please Select if Applicable (check all that apply)

- New York State registered or New York City certified Minority Owned Business Enterprise (MBE)
- New York State registered or New York City certified Women Owned Business Enterprise (WBE)
- New York State Service-Disabled Veteran-Owned Business Enterprise (SDVOBE)

Exempt Payee Code

Tax identification type: \*

- Employer Identification Number (EIN)
- Social Security Number (SSN)

## Contacts (Step 2 of 5)

[+ ADD A CONTACT](#)

Show  entries

Action	Name	Company Name	Phone	Email	Contact Role
At least one contact is required.					

Showing 0 to 0 of 0 entries



PREVIOUS

CONTINUE

Certification (Step 3 of 5)



Has the company operated under any other names, including trade names, in the past five years? \*

Yes  No

If Yes, provide name(s) used by this organization during the past five years:

Has your company filed or are you filing a petition under any chapter of the U.S. bankruptcy code during the past three years? \*

Yes  No

Have any principal or officer of your company been convicted of a felony within the past five years? \*

Yes  No

Have any principal or officer of your company been under disciplinary action (probation, suspension, and termination) within a NYSERDA program? \*

Yes  No

Have any principal or officer of your company been debarred by any government agency? \*

Yes  No

You will have the opportunity to attach documents after you have provided a signature.

[CLICK HERE TO PROVIDE ELECTRONIC SIGNATURE](#)

Date:

You have the right to access and sign this application on paper.

If you prefer to submit this application on paper:

1. Print the application from your browser
2. Sign it by hand
3. Scan or take a photo of the signed application with a smartphone
4. Upload signed application to the Paperwork record (Step 7)

PREVIOUS

PRINT

CONTINUE

January 29, 2026

DATE

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SIGNATURE

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Documents (Step 4 of 5)

Required Documents						
Document Name	Recent Uploaded Document	Upload History	Status	Add / Update Document		
Signed Application	Signed Application: 4a2093e0-2a8e-43f7-a2dc-e8e73377d1e0	Attachment History	Submitted	Choose File	No file chosen	?
IRS Form W9				Choose File	No file chosen	?

Other Documents					
Document Name	Add / Update Document	Recent Uploaded Document	Upload History	Status	
<input type="text" value="Document Name"/>	Choose File No file chosen				X
<a href="#">+ ADD ANOTHER DOCUMENT</a>					

PREVIOUS

SAVE

CONTINUE

Submit Application (Step 5 of 5) ✓ ✓ ✓ ✓ ●

Please click on submit button below to complete this application.

PREVIOUS SUBMIT

Submit Application (Step 5 of 5)

Your application has been submitted successfully.

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# Voucher Application

## Welcome to the NYSERDA Partner Portal

### Login Instructions:

Your Username is typically your email + ".nysesda" on the end.

Example: If your email is abc@gmail.com, your username will be abc@gmail.com.nysesda

You can also find your username in the welcome email sent to you from NYSERDA.

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### Residential Customers

If you are a residential user trying to enter in an application, then please login here: [Residential Customer Portal](#), otherwise enter your information below.

Username

Password

Log In

[Forgot Your Password?](#)

[Forgot Your Username?](#)



NYSERDA

Search... Search

Sophie Patka ▾

- Home
- Submit a New Application**
- Projects
- Project Invoices
- Manage Users
- Project Inspections
- Dashboards
- Generate Campaign

Select Language ▾

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## Choose a program

New York School Bus Charging Program





Select Language ▾

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## New York School Bus Charging Program



Project Information (Step 1 of 7)

If you are applying for chargers for buses that were purchased through NYSERDA's New York School Bus Incentive Program, choose the project below.

Choose School District \*

–None– ▾

# New York School Bus Charging Program



## Project Information (Step 1 of 7)

If you are applying for chargers for buses that were purchased through NYSERDA's New York School Bus Incentive Program, choose the project below.

### Choose School District \*

Albany Central School District ▼

Select one of the following:

#### School Bus Incentive Project

--None-- ▼

**OR**

I am applying for chargers for buses that were not purchased through NYERDA's New York School Bus Incentive Program.

--None ▼

### Are you getting Make Ready funds for customer-side utility costs? \*

--None ▼

### Do you plan to qualify for the Fleet Electrification Plan bonus? \*

--None ▼

**CONTINUE**

## New York School Bus Charging Program



### Project Information (Step 1 of 7)

If you are applying for chargers for buses that were purchased through NYSERDA's New York School Bus Incentive Program, choose the project below.

#### Choose School District \*

Albany Central School District ▼

Select one of the following:

#### School Bus Incentive Project

▼

OR

I am applying for chargers for buses that were not purchased through NYSERDA's New York School Bus Incentive Program.

No ▼

Will you be using this application to help purchase a charger for each bus in the selected School Bus Incentive Project? \*

-None ▼

Are you getting Make Ready funds for customer-side utility costs? \*

-None ▼

Do you plan to qualify for the Fleet Electrification Plan bonus? \*

-None ▼

CONTINUE

# New York School Bus Charging Program



## Project Information (Step 1 of 7)

If you are applying for chargers for buses that were purchased through NYSEDA's New York School Bus Incentive Program, choose the project below.

Choose School District \*

Albany Central School District ▼

Select one of the following:

School Bus Incentive Project

[Redacted] ▼

OR

I am applying for chargers for buses that were not purchased through NYSEDA's New York School Bus Incentive Program.

No ▼

Will you be using this application to help purchase a charger for each bus in the selected School Bus Incentive Project? \*

No ▼

How many buses from the selected School Bus Incentive Project will be associated with these chargers? \*

Are you getting Make Ready funds for customer-side utility costs? \*

-None ▼

Do you plan to qualify for the Fleet Electrification Plan bonus? \*

-None ▼

**CONTINUE**

Application Number: 0001029905

## New York School Bus Charging Program



### Contacts (Step 2 of 7)

If you are a school district, enter your information and select "School District" under the question "Are you from a school, or a company representing a school (third-party)?" If you are a Dealer or other third-party company representing a school district, you must also enter information for a contact at the school district.

#### Applicant Primary Contact

First Name

Last Name

Email

Phone

Title

Address 1 \*

Address 2

City \*

Zip Code / Postal Code \*

State \*

Are you from a school, or a company representing a school (third-party)? \*

PREVIOUS

SAVE

CONTINUE

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Select Language ▼  
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## New York School Bus Charging Program ✓ ✓ ✓ ● ○ ○ ○

### Charger Information (Step 4 of 7)

Enter information for all chargers applied for with this project. If you do not have the relevant details (including specification sheets, which will need to be uploaded for documents later in the application), press Continue; you will be able to upload charger information later.

Show  entries Search:

Action	Charger #	# Ports	Manufacturer	Model Number	Location
You may enter charger information now, or press 'Continue' to enter information at a later point.					

Showing 0 to 0 of 0 entries   [ADD A CHARGER](#)

DISCARD PREVIOUS [CONTINUE](#)

Enter the information for this Charging Module. ×


Total Number of Ports on Charger \*  1  2

Manufacturer \*

Model Number \*

Choose the location of this charger \*

How many units of this charger are you installing? \*

Select Language 

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## New York School Bus Charging Program



### Upload Documents (Step 5 of 7)


Upload Signed Charging Infrastructure Purchaser Agreement, as well as any other requested documentation depending on your selections on this project.

#### Required Documents

Document Name	Recent Uploaded Document	Upload History	Status	Add / Update Document 
Charger Specification Sheets				<input type="button" value="Choose File"/> No file chosen
Charging Infrastructure Purchaser Agreement				<input type="button" value="Choose File"/> No file chosen
Electrification Plan				<input type="button" value="Choose File"/> No file chosen

#### Other Documents


Document Name	Add / Update Document	Recent Uploaded Document	Upload History	Status
<input type="text" value="Document Name"/>	<input type="button" value="Choose File"/> No file chosen			X


 [ADD ANOTHER DOCUMENT](#)

PREVIOUS

SAVE

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Select Language 

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Application Number: 0001029905


## New York School Bus Charging Program

Terms and Conditions (Step 6 of 7)

Please read the terms and conditions and check the checkbox at the bottom of the page if you agree to them. You must agree to terms and conditions before you may proceed.

I, the Purchaser, certify that all information submitted in this application, including any attachments, is complete, true and accurate, that I have read and reviewed the NYSBIP Implementation Manual and accept all terms. I understand that this application may be rejected if the requirements of NYSBIP are not met. I agree to provide any additional materials NYSEDA may ask for during the review process.

By checking this box, you confirm that this rebate application complies with the terms and conditions on this page and in the NYSBIP Implementation Manual.

Select Language 

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## New York School Bus Charging Program



Submit (Step 7 of 7)

Click on the submit button below to complete this application.

PREVIOUS

SUBMIT

**Questions?**