

HARDWARE AUDIT GUIDE

NJ Small Business Improvement Grant (SBIG)

50% REIMBURSEMENT: ARE YOU CLAIMING YOUR SHARE?

Claim up to \$50,000 for qualifying equipment and furniture purchases.

AUDIT AREA 01

TECHNOLOGY & NETWORKING INFRASTRUCTURE

- Enterprise Mesh Wi-Fi:** Professional routers and satellite nodes to eliminate residential dead zones.
- Network Switching:** High-capacity data switches (PoE+ compatible) to power security and IP phones.
- Security & Backup:** Local Network Attached Storage (NAS) units, server racks, and UPS battery backups.
- Workstation Peripherals:** Professional-grade monitors (multi-monitor setups), high-res webcams, and docking stations.
- Communication Gear:** VOIP-ready hardware and professional acoustic headsets for crystal-clear client meetings.

AUDIT AREA 02

PROFESSIONAL HOME OFFICE FURNITURE

- Ergonomic Seating:** High-performance executive chairs designed for long-duration tasking.
- Variable Height Desks:** Motorized standing desks or heavy-duty executive L-shaped workstations.
- Storage Solutions:** Commercial-grade filing cabinets, credenzas, and unattached shelving units.
- Task Lighting:** Specialized office lighting systems designed to reduce eye strain in professional environments.
- Acoustics:** Moveable acoustic panels or partitions to isolate the home office from household noise.

GRANT ELIGIBILITY & DOCUMENTATION

- Purchase Timing:** Equipment must be purchased **new** and paid for in full prior to application.
- Minimum Spend:** Your total project cost must be at least **\$5,000** (reimbursing you \$2,500+).
- Proof of Payment:** Retain all invoices, canceled checks, or credit card statements for audit.
- Location Commit:** Must certify to stay at the location for 2 years (grants < \$25k) or 4 years (grants > \$25k).
- Tax Clearance:** Valid NJ Tax Clearance Certificate must be obtained before the application is submitted.

✔ WHAT COUNTS

- Hardware that stays at the business location.
- Fixed office furniture (not attached to building).
- New equipment (not used/refurbished).
- Items already paid for and installed.

✘ WHAT DOESN'T

- Laptops, Tablets, or Smartphones.
- Software Subscriptions (SaaS/Office 365).
- General residential renovations (Painting/Flooring).
- Expendable supplies or moving expenses.

Ready to start your Audit? Call us: 856-478-9640

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