





NJSIG's Safety Grant Portal Opens on April 1, 2023!

NJSIG's Safety Grant Portal will be opening on Saturday, April 1, 2023 and will be closing on Friday, June 2, 2023. An email will be released to all business administrators on April 1, 2023 announcing that the portal has opened.

Multi-Factor Authentication (MFA):

This year, the MFA procedure has been simplified to an "email only" process. All business administrators should use their email address as their username. Business administrators or brokers will receive a verification code via email after entering their username and password.

Resetting Passwords:

Users can click the "Don't remember your password?" link on the login page to reset their password. The user will be asked to provide their email address. If the provided email address is in NJSIG's database, a password reset email will be sent. Follow the link in the email and enter a new password and click "Reset password."

If you have any questions regarding accessing the Safety Grant Portal, please contact **grants@njsig.org** or call NJSIG's Sr. Safety and Risk Control Coordinator Joanne Gunter at (609) 386-6060 x3021.

<u>Click here</u> for more information regarding the return of surplus/partial refund. <u>Click here</u> to access the Safety Grant Portal.

- Expected timeline to receive the return of surplus/partial refund: July 2023
- Expected timeline to receive the safety grant: October 2023

If you have any additional questions, please contact your Member Services Representative:

Ivy Davis

Sr. Business Development Specialist ERIC North | MOCSSIF | NJEIF idavis@njsig.org | (609) 500-4779

Joe Semptimphelter

Sr. Business Development Specialist BACCEIC | CAIP | ERIC South | ERIC West jsemptimphelter@njsig.org | (609) 649-5597







NJSIG's Underwriting Online Application Portal

As part of NJSIG's continuous effort to provide our members and brokers with the best possible service, we are pleased to announce the launch of our new online Underwriting Application Portal. Please use the portal to submit all 2023-2024 renewal applications and schedules. To enter our secure portal, <u>click here</u>. You can also enter the portal from the "Applications" page of the NJSIG <u>website</u>. The Underwriting Application Portal is also accessible from iOS devices (Apple iPads, iPhones); however, is not currently optimized for use on such devices.

NJSIG has manually pre-filled the majority of data provided on the 2022-2023 member renewal applications into the 2023-2024 online applications for most members. Next year, we expect 95% of the data prefilled. A few fields, such as "Student Count" and "Estimated Payrolls" will have a "placeholder" prefill that will require you to type the updated value over the previous year's value. All current member Auto Schedules, Property Schedules and WC Employee Concentration Spreadsheets are also available on each member's respective application page. Please manually enter any changes to the member schedules and upload the updated documents into the portal on the respective member's application page.

Need help? NJSIG created a few helpful video tutorials to assist you:

- NJSIG's Underwriting Online Application Portal: Onboarding
- How to Invite Users to NJSIG's Underwriting Online Application Portal
- Navigating NJSIG's Underwriting Online Application Portal

If you have any questions about the underwriting application portal or need technical assistance, please contact NJSIG Member Services Representatives Ivy Davis (idavis@njsig.org) or Joe Semptimphelter@njsig.org).

NJSIG welcomes member and broker suggestions regarding the NJSIG Underwriting Application Portal. Feedback can be submitted via email to: underwriting@njsig.org.