



PROGRAMS BOOK

- ✉ 101 South Broad Street
PO Box 800
Trenton, NJ 08625-0800
- ☎ (609) 292-6055
- 🌐 <https://www.nj.gov/dca>

Dear Community Constituent,

Welcome to the diverse world of the Department of Community Affairs (DCA)! Please explore the DCA Programs Book that guides readers through various resources and program opportunities the Department provides to the constituents it serves.

Whether you are a New Jersey resident, a member of the public from across the country, or a professional in any number of disciplines, this comprehensive resource book can help you navigate the path to assistance provided by our divisions and offices.

This reference tool depicts the many ways that DCA delivers administrative guidance, financial support and technical assistance to local governments, community development organizations, businesses, and individuals to improve the quality of life in New Jersey.

The DCA Programs Book is graphically designed for ease of use, in addition to providing detailed and descriptive program content, phone numbers, and web addresses so that readers may avail themselves of all that we offer in service to the public. Links to national assistance programs are also provided!

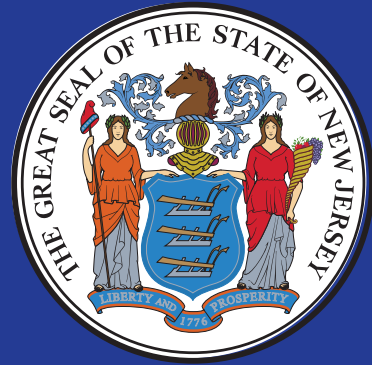
So, whether you require building codes and standards, need disaster recovery and mitigation guidance, have fire safety concerns, are passionate about preserving history, want to redevelop real estate, and so much more, the DCA Programs Book will assist you on the right path forward.

The professional and dedicated staff at the Department of Community Affairs stand ready to serve as a resource, answer to your questions and address your concerns.

Sincerely,

Jacquelyn A. Suárez
Commissioner

NOTICE ON AVAILABILITY OF FUNDS



Programs in this publication are subject to particular programmatic requirements, appropriation by State and Federal statutes and general availability of funds.

Some programs provide funds based on formula criteria, while others are competitive in nature. Some have funds available periodically, depending on appropriations and release of federal funding.

Please contact the designated office to obtain specific information regarding current availability of funds.

NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS

101 South Broad Street
 Post Office Box 800
 Trenton, New Jersey 08625-0800

THIS PUBLICATION MAY BE VIEWED AND PRINTED FROM THE INTERNET

<https://www.nj.gov/dca>

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HOTLINES

General Information

Dial 2-1-1 OR text your zip code to 898-211

NJ 2-1-1 provides a 24/7 call center to connect with services available in your local community.

Visit their website at: <http://www.nj211.org/>

For assistance on particular program or units, please call the telephone number listed for each particular program.

Division of Codes & Standards

(609) 292-7899

Bureau of State and Local Code Inspection

(609) 984-7865

Bureau of Construction Project Review

(609) 984-7850

Bureau of Homeowner Protection

(609) 984-7905

Bureau of Housing Inspection

(609) 633-6216

Office of Regulatory Affairs

(609) 984-7672

Bureau of Rooming and Boarding House Standards

(609) 984-1704

Division of Fire Safety

(609) 633-6106

Bureau of Fire Code Enforcement

(609) 633-6132

Bureau of Fire Department Services

(609) 633-6070

Emergency 24 Hour Dispatch Number

(877) 653-4737

Division of Housing & Community Resources

(609) 292-4080

Housing Production Programs

(609) 815-3930

Community Development, Neighborhood Revitalization & Improvement Revitalization

(609) 947-9820

Housing Assistance Programs

(609) 292-4080

Shelter Support

(609) 943-5849

Division of Local Government Services

(609) 292-6613

Municipal Government Financial Assistance Programs

(609) 913-4394

Bureau of Financial Regulation and Assistance

(609) 913-4417

Bureau of Authority Regulation

(609) 913-4399 (Authority)

(609) 913-4402 (Fire District)

Local Finance Board

(609) 913-4390

Administrative Services Unit

(609) 292-6613

Division of Local Planning Services

(609) 292-3000

Professional Planning Services

(609) 913-4450

Main Street New Jersey

(609) 913-4447

NJ Long Term Tax Exemption-Urban Renewal Entities (UREs)

(609) 913-4456

NJ Planning/Zoning Board Education

(609) 913-4445

Division of Disaster Recovery & Mitigation

(609) 292-3750

Homeowner Assistance and Recovery Program (HARP)

(609) 292-3750

Tenant-Based Rental Assistance (TBRA) Program

(609) 913-4252

Small Rental Repair Program (SRRP)

(609) 292-3750

Housing Counseling and Legal Services Program

(609) 913-4463

Reconstruction, Rehabilitation, Elevation and Mitigation (RREM)

(609) 292-3750

Sandy Recovery Housing Counseling Program

(609) 913-4824

LMI Homeowner Rebuilding Program

(609) 292-3750

Supplemental Fund

(609) 292-3750

Mitigation Assistance Program

(609) 292-3750

Office of Information Privacy

(609) 815-3939

Government Records Council

(866) 850-0511

New Jersey Historic Trust

(609) 984-0473

New Jersey Housing & Mortgage Finance Agency

(609) 278-7400

or 1(800) NJ-HOUSE

New Jersey Redevelopment Authority

(609) 292-3739

Urban Enterprise Zone Authority

(609) 292-1912 or

(877) 913-6837

KEY

Icons describe the assistance provided by the programs, units, and bureaus within the Department.

 Technical	 Regulatory	 Advisory
 Training	 Administrative	 Programmatic Assistance
 Informational	 Legal Services	 Emergency Response
 Mortgage for Housing Program	 Financial	 Tax Credit/Financial
 Counseling	 Affordable Housing Listing	 Business Development
 Job & Tax Incentives		

WE HELP BUILD

COMMUNITIES

The **New Jersey Department of Community Affairs (DCA)** is a State agency created to provide administrative guidance, financial support and technical assistance to local governments, community development organizations, businesses and individuals to improve the quality of life in New Jersey.

DCA offers a wide range of programs and services that respond to issues of public concern including fire and building safety, housing production, community planning and development, and local government management and finance.

DCA's programs and services are provided through the following Divisions:

- Division of Codes and Standards
- Division of Disaster Recovery & Mitigation
- Division of Fire Safety
- Division of Housing & Community Resources
- Division of Local Government Services
- Office of Information Privacy
- Office of Local Planning Services

DCA is closely affiliated with the following agencies:

- Government Records Council (GRC)
- New Jersey Historic Trust (NJHT)
- New Jersey Housing and Mortgage Finance Agency (HMFA)
- New Jersey Redevelopment Authority (NJRA)
- Urban Enterprise Zone Authority (UEZA)

For further information, please call the telephone number listed for each particular program, or call the main telephone number.

-  New Jersey Department of Community Affairs
PO Box 800
Trenton, NJ 08625 - 0800
-  (609) 292-6420
-  <https://www.nj.gov/dca/>

DIVISION OF CODES AND STANDARDS

The **Division of Codes and Standards** establishes and enforces building codes, in partnership with the state’s municipalities, to protect the health and safety of residents. The Division houses the Bureau of Housing Inspection; implements construction codes including building, plumbing, fire protection, radon subcodes, asbestos and lead abatement; and oversees carnival/amusement ride inspections, LP gas installations, rooming and boarding house licenses, and the State’s New Home Warranty Program.



Bureaus & Offices

- Bureau of State and Local Code Inspection
- Bureau of Construction Project Review
- Bureau of Home Owner Protection
- Bureau of Housing Inspection
- Office of Regulatory Affairs
- Bureau of Rooming & Boarding House Standards

For further information, please call the telephone number listed for each particular program, or call the main telephone number.

✉ New Jersey Department of Community Affairs
 Division of Codes and Standards
 PO Box 802
 Trenton, NJ 08625 – 0802

☎ (609) 292-7899

🔗 <https://www.nj.gov/dca/codes/>

CODE ASSISTANCE UNIT

Type of Assistance:



Description:

Responds to inquiries regarding the Uniform Construction Code, including all the national model codes adopted by reference.

Assistance Provided To:

Local code officials, architects, engineers, builders, homeowners, and members of the public seeking assistance in understanding or interpreting the Uniform Construction Code.

Contact:

☎ (609) 984-7609 ✉ Code.Assist@dca.nj.gov
 🔗 <https://www.nj.gov/dca/codes/codreg/index.shtml>

INDUSTRIALIZED BUILDING PROGRAM

Type of Assistance:



Description:

Ensures that premanufactured building units purchased for installation in New Jersey comply with the Uniform Construction Code.

Assistance Provided To:

Owners, manufacturers, and sellers of manufactured housing (mobile homes) and modular buildings through third-party agencies and interstate inspection agreements.

Contact:

☎ (609) 984-7609 ✉ Code.Assist@dca.nj.gov
 🔗 <https://www.nj.gov/dca/codes/offices/modular.shtml>

PERMITS NJ AND UCCARS TECHNICAL SUPPORT

Type of Assistance:



Description:

Provides technical assistance to Permits NJ users; Permits NJ is an Internet-based construction code enforcement management system. Provides technical support to UCCARS users; UCCARS is the Division’s Uniform Construction Code Administrative Records System software. Also oversees the monthly collection of NJ construction activity data.

Assistance Provided To:

Construction officials and staff in municipal construction code enforcement offices.

Contact:

☎ (609) 292-7899 ✉ njepermits@dca.nj.gov UCCARS@dca.nj.gov
 🔗 https://www.nj.gov/dca/codes/offices/cars_pnj.shtml

RESIDENTIAL SITE IMPROVEMENT STANDARDS


Type of Assistance: 

Description: Responds to inquiries regarding the Residential Site Improvement Standards.

Assistance Provided To: Local officials, engineers, planners, builders, and members of the public seeking assistance in understanding or interpreting the Residential Site Improvement Standards.


Contact:  (609) 292-7899
 <https://www.nj.gov/dca/codes/offices/rsis.shtml>

UNIFORM CONSTRUCTION CODE STATE PERMIT SURCHARGE FEE PROGRAM


Type of Assistance: 

Description: Reviews quarterly State Permit Surcharge Fee reports and provides technical advice to ensure compliance.

Assistance Provided To: Municipal officials, local code officials and technical assistants.




Contact:  (609) 292-7899

CODE OFFICIALS CONTINUING EDUCATION PROGRAM

Type of Assistance: 

Description: Furthers the professional development of code enforcement personnel by providing quality educational offerings through a continuing education program.

Assistance Provided To: Licensed construction code officials, technical assistants, and design professionals.


Contact:  (609) 984-7834  Education.Unit@dca.nj.gov
 https://www.nj.gov/dca/codes/offices/licensing_cont_ed.shtml

CONSTRUCTION CODE OFFICIALS LICENSING


Type of Assistance: 

Description: Licenses individuals as construction officials, subcode officials or inspectors. Coordinates training programs and distributes information concerning requirements to be a licensed code official in the state of New Jersey. Courses required for licensure are provided through the county college system.




Assistance Provided To: Persons seeking licenses to enforce the Uniform Construction Code, the Hotel and Multiple Dwelling Regulations or the Carnival and Amusement Ride Safety Regulations.

Contact:  (609) 984-7834  CLicensing@dca.nj.gov
 https://www.nj.gov/dca/codes/offices/licensing_cont_ed.shtml


LEAD AND ASBESTOS HAZARD ABATEMENT PROGRAM

Type of Assistance: 

Description: Enforces the Uniform Construction Code's Asbestos Hazard Abatement Subcode in all education facilities, public buildings and buildings housing a daycare center or nursery. The unit authorizes asbestos safety control monitoring firms, oversees the training and certification of asbestos safety technicians, conducts monitoring inspections, and assesses fees and penalties.




Contact:  (609) 633-6224  PO Box 821 Trenton, NJ 08625 - 0821
 https://www.nj.gov/dca/codes/offices/leadhazard_abatement.shtml

LIQUIFIED PETROLEUM GAS (LPG) SAFETY

Type of Assistance: 

Description: Performs plan review and inspection of new liquified petroleum gas (LPG) installations and performs regular inspections of existing LPG systems, monitors LPG marketers.

Assistance Provided To: Engineers, LPG owners or operators, and consumers interested in LPG system safety.

Contact:  (609) 984-4257  PO Box 821 Trenton, NJ 08625 - 0821
 <https://www.nj.gov/dca/codes/offices/lpgas.shtml>

BUREAU OF STATE AND LOCAL CODE INSPECTION

The Bureau of State and Local Code Inspections issues permits and performs inspections on state buildings, elevators, and carnival-amusement rides. In addition, the Bureau provides mandated State Uniform Construction Code enforcement in municipalities that have requested that the DCA assumes authority of the Uniform Construction Code in those towns.

For more information visit:

https://www.nj.gov/dca/codes/offices/state_local_insp.shtml

CARNIVAL/AMUSEMENT RIDE SAFETY PROGRAM

Type of Assistance:



Description:

The Bureau of State and Local Code Inspections issues permits and performs inspections on state buildings, elevators, and carnival-amusement rides.

Assistance Provided To:

Carnival and amusement ride owners/operators, sponsors of fairs and carnivals, ski resort owners and anyone with public safety concerns in these program areas.

Contact:

☎ (609) 292-2097 ✉ rides@dca.nj.gov

🔗 <https://www.nj.gov/dca/codes/offices/rides.shtml>

ELEVATOR SAFETY PROGRAM

Type of Assistance:



Description:

Administers the Elevator Safety Subcode including enforcing the elevator subcode for municipalities; conducts elevator inspections and maintains a state registry of elevator devices.

Assistance Provided To:

Building owners, public officials, and anyone with an interest in the Elevator Safety Subcode.

Contact:

☎ (609) 984-7833 ✉ ElevatorSafetyUnit@dca.nj.gov

✉ PO Box 816 Trenton, NJ 08625 - 0816

🔗 <https://www.nj.gov/dca/codes/offices/elevatorsafety.shtml>

LOCAL CODE INSPECTIONS

Type of Assistance:



Description:

Serves as the construction code enforcement agency for municipalities that have requested this service. Processes construction permit applications, reviews plans, issues construction permits, performs inspections, issues certificates and orders, and performs other construction code enforcement duties for construction projects occurring within the municipality.

Assistance Provided To:

Any municipality that has not established a local enforcing agency for the New Jersey State Uniform Construction Code, architects, engineers, builders, homeowners, and persons involved in construction in those municipalities who are seeking code enforcement or technical assistance.

Contact:

Carnival/Amusement Ride Safety Program:

☎ (609) 292-2097 ✉ Rides@dca.nj.gov

✉ PO Box 816 Trenton, NJ 08625 - 0816

Elevators:

☎ (609) 984-7833 ✉ ElevatorSafetyUnit@dca.nj.gov

✉ PO Box 816 Trenton, NJ 08625 - 0816

State Buildings:

☎ 609-984-7865 ✉ DCAInspection@dca.nj.gov

✉ PO Box 817 Trenton, NJ 08625 - 0817

Local Northern Regional Office:

☎ (908) 713-0722 ☎ (908) 713-0995

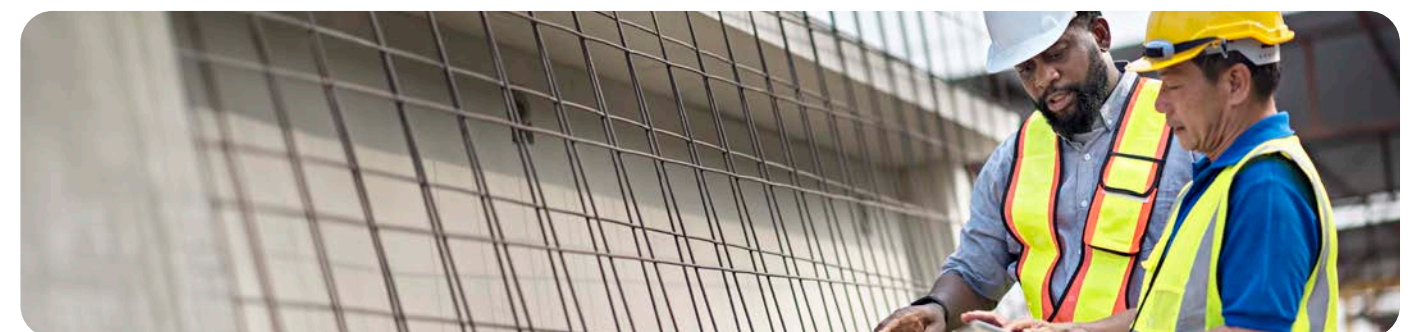
✉ 171 Route 173, Suite 107, Asbury, N.J. 08802

Local Southern Regional Office:

☎ (609) 567-3653 ☎ (609) 704-1510

✉ 852 S. White Horse Pike, Hammonton, N.J. 08037-2018

🔗 <https://www.nj.gov/dca/codes/offices/localcode.shtml>



BUREAU OF CONSTRUCTION PROJECT REVIEW

The Bureau of Construction Project Review provides plan review where the review and release of plans by the Department of Community Affairs is required, pursuant to N.J.A.C. 5:23-3.11 or for prototype plans intended for use statewide. All state building plans are being accepted through ePlans, the state’s electronic plan review system.

For more information visit:

<https://www.nj.gov/dca/codes/offices/bcpr.shtml>

- ☑ New Jersey Dept. of Community Affairs
Division of Codes and Standards: Bureau of Construction Project Review
PO Box 817, Trenton, NJ 08625-0817

LOCAL REVIEW AND SPECIAL PROJECTS

Type of Assistance:



Description:

Provides plan review for large and complex structures for all municipalities whose local code officials are not licensed at the highest technical level, and for all projects reserved to the state, including electrical generating facilities, incineration plants, solid waste disposal facilities, public mausoleums, high level alarm systems, stadiums, etc.

Assistance Provided To:

Architects, engineers, and developers of such projects.

Contact:

(609) 984-7850 planreviewintake@dca.nj.gov

HEALTHCARE FACILITIES PLAN REVIEW

Type of Assistance:



Description:

Provides plan review for hospitals, nursing homes and other DOH licensed facilities to ensure compliance with the New Jersey State Uniform Construction Code and federally mandated criteria.

Assistance Provided:

Technical review of plans.

Assistance Provided To:

Architects, engineers, contractors, building owners, and public officials.

Contact:

(609) 984-7850

STATE BUILDINGS

Type of Assistance:



Description:

Ensures that the construction or rehabilitation of State-owned buildings complies with the Uniform Construction Code and similar for buildings/structures on State-owned property such as the Meadowlands.

Assistance Provided To:

Private contractors, public officials, architects, and engineers regarding the plan review process for permitting purposes.

Contact:

(609) 984-7850

EDUCATIONAL FACILITIES PLAN REVIEW

Type of Assistance:



Description:

Provides plan review for all public schools to ensure compliance with the Uniform Construction Code.

Assistance Provided:

Technical review of plans.

Assistance Provided To:

Architects, engineers, and developers of such projects.

Contact:

(609) 984-7850

NJ SCHOOLS DEVELOPMENT AUTHORITY (SDA) MANAGED PROJECTS

Type of Assistance:



Description:

Serves as the construction code enforcement agency for school projects managed by the SDA. Processes construction permit applications, reviews plans, issues permits, performs inspections, issues certificates and orders, and performs other construction code enforcement duties for construction projects managed by the SDA.

Assistance Provided To:

SDA, architects, engineers, and persons involved with SDA-managed projects seeking code assistance.

Contact:

(609) 984-7850

ATLANTIC CITY FIELD OFFICE PLAN REVIEW

Type of Assistance:	
Description:	Provides plan review for all casinos and Casino Resource Development Authority-owned buildings, building and structures on the NJ Turnpike and Garden State Parkway, Rowan and Stockton Universities. Issues construction permits for work on Caesar’s Pier One, NJ Turnpike, Garden State Parkway, Rowan and Stockton Universities.
Assistance Provided:	Technical review of plans and issuance of permits as indicated above.
Assistance Provided To:	Architects, engineers, contractors, owners and developer of such projects.
Contact:	☎ (609) 441-3679

BUREAU OF HOMEOWNER PROTECTION

The Bureau of Homeowner Protection administers the New Home Warranty Program, the Planned Real Estate Development Program, and the Continuing Care Retirement Communities Program. The Bureau provides assistance to condominium unit owners, attorneys representing condominium association boards, and board members through the Association Regulation Initiative and provides information to senior citizens and disabled tenants seeking to apply for protected tenancy.

For more information visit:

<https://www.nj.gov/dca/codes/offices/homeownerprotection.shtml>

ASSOCIATION REGULATION UNIT

Type of Assistance:	
Description:	Provides information to owners of planned residential real estate including condominiums, cooperatives, single-family homes, or townhouses with owner-controlled associations, about their rights concerning access to financial records, open public meetings and alternate dispute resolution.
Other Information:	Technical assistance is offered to attorneys and members of boards to establish alternate dispute resolution procedures. Information is also provided regarding sample bylaws for associations.
Assistance Provided To:	Unit owners, attorneys representing association boards and board members.
Contact:	☎ (609) 984-7905 ✉ AssociationRegulationUnit@dca.nj.gov

CONDOMINIUM AND COOPERATIVE CONVERSION SENIOR CITIZENS AND DISABLED PROTECTED TENANCY

Type of Assistance:	
Description:	Monitors procedures established by law and protects eligible senior citizens and disabled persons from eviction when their buildings are converted to condominium or cooperative forms of ownership. Receives forms from tenants seeking Protected Tenancy.
Assistance Provided:	Supplies forms and information on procedures to be followed in applying for Protected Tenancy. Assists municipalities and counties in developing their administrative processes.
Assistance Provided To:	Landlords, tenants, counties, municipalities, attorneys, and purchasers and sponsors of condominium and cooperative housing.
Contact:	☎ (609) 984-7905

CONTINUING CARE RETIREMENT COMMUNITIES

Type of Assistance:	
Description:	Reviews required documents adding a layer of protection for residents of continuing care retirement communities from a provider becoming insolvent or unable to provide responsible care.
Other Information:	The provider is required to obtain a Certificate of Authority to operate the facility by filing an application for certification that contains a number of affidavits, legal description of the facility, the condition of title, extensive financial information, health program disclosure, proof of compliance with applicable governmental regulations, and brochures used for advertising and promotional purposes.
Assistance Provided To:	Providers and current/potential residents of continuing care retirement communities.
Contact:	☎ (609) 984-7905 https://www.nj.gov/dca/codes/offices/ccrc.shtml

NEW HOME WARRANTY PROGRAM

Type of Assistance:

Description: Requires all builders of new homes in New Jersey to be registered with the Department. Registration is renewable every two years, and a warranty is required for every new residential unit that is sold within the state.

Other Information: Builders must enroll in one of several Warranty Insurance Plans. A number of private plans, as well as one offered by the State, are currently available.

Assistance Provided To: All home building entities engaged in the construction of new single family, duplex, condominium or cooperative units and all purchasers of new units seeking assistance.

Contact: (609) 984-7905
https://www.nj.gov/dca/codes/offices/nhw_for_builders.shtml

PLANNED REAL ESTATE DEVELOPMENT

Type of Assistance:

Description: Provides consumer protection by requiring disclosure of pertinent information regarding retirement communities, condominiums, cooperatives and other developments in which common elements are shared.

Other Information: The developer is required to register with the Division and file an application for registration containing a variety of exhibits concerning the legal status of the property, condition of title and financial information, as well as brochures used for advertising and promotional purposes. Developers must apply and become registered before offering units for sale.

Assistance Provided To: Developers and purchasers of units in common interest communities.

Contact: (609) 984-7905
<https://www.nj.gov/dca/codes/offices/pred.shtml>



BUREAU OF HOUSING INSPECTION

The Bureau of Housing Inspection oversees the registration and inspection of hotels, motels, and multiple dwellings to verify their compliance with the Hotel and Multiple Dwelling Law. It ensures the health, safety and welfare of residents, guests, and the general public.

- New Jersey Dept. of Community Affairs
 Division of Codes and Standards: Bureau of Housing Inspection
 PO Box 810, Trenton, NJ 08625-0810
- <https://www.nj.gov/dca/codes/offices/housinginspection.shtml>

REGISTRATION UNIT

Type of Assistance:

Description: This unit issues, updates, and transfers certificates of registrations and reviews town-home fee simple applications.

Assistance Provided To: Landlords, owners, tenants, and other interested parties.

Contact: (609) 633-6216 BHIRegistrations@dca.nj.gov

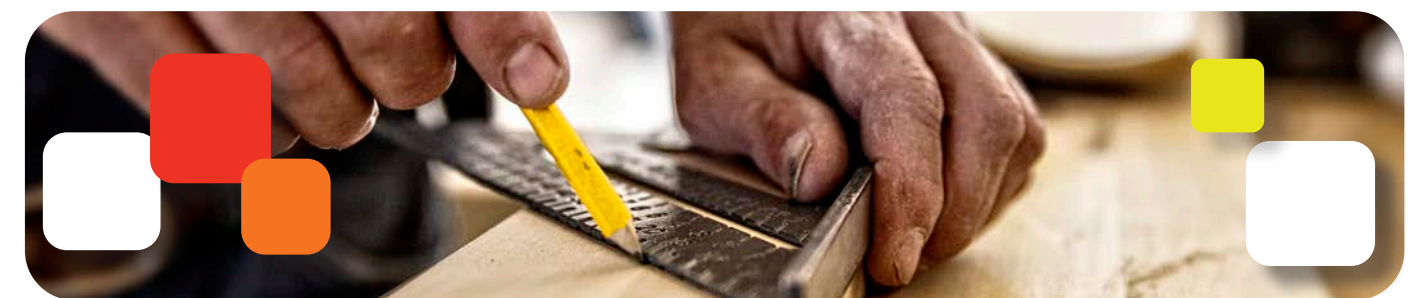
HOUSING CODE COMPLIANCE

Type of Assistance:

Description: Provides technical assistance related to the inspection process. The unit issues certificates of inspection and grants extensions of time to comply, collects all fees, and answers inquiries regarding the Hotel and Multiple Dwelling Law and regulations. Enforces penalty action against owners who have failed to comply with the Hotel and Multiple Dwelling Law.

Assistance Provided To: Landlords, owners, and tenants.

Contact: (609) 633-6229 BHIcodecomp@dca.nj.gov



STATE INSPECTIONS

Type of Assistance:  

Description: Enforces the Hotel and Multiple Dwelling Law, which requires that all hotels, motels, and multiple dwellings are inspected at least once every five years by the Bureau of Housing Inspection's Code Enforcement inspectors or by local inspectors in those municipalities participating in the Bureau's State Local Cooperative Housing Inspection Program.

Other Information: Inspections are conducted to ensure compliance with the Bureau's regulations for the Maintenance of Hotels and Multiple Dwellings. If, upon reinspection, cited violations have not been corrected, hotel, motel and multiple dwelling owners are referred to the Bureau's Code Compliance section for penalty enforcement action.

Assistance Provided To: Any party interested in the abatement of cited violations.

Contact:  (609) 633-6227  BHInspections@dca.nj.gov

STATE LOCAL COOPERATIVE HOUSING INSPECTION PROGRAM

Type of Assistance:   

Description: Allows a municipality or county the opportunity to enforce the Hotel and Multiple Dwelling regulations using its own inspection staff.

Funding Source: State Appropriation, Grants-in-Aid.

Award Period: July 1 to June 30



Other Information: The municipality or county signs an agreement with DCA, called the "Conditions of Authorization," outlining the responsibilities of the participant and of the DCA.

Assistance Provided To: Municipalities and counties.

Procedure for Applying: Contact program coordinator.


Contact:  (609) 984-7905  BHISLCHIP@dca.nj.gov

JUDGMENT/COLLECTION UNIT

Type of Assistance:  



Description: The unit issues warrant of satisfaction of judgments filed on behalf of the Bureau, takes rent levy actions and handles foreclosure/bankruptcy actions.

Assistance Provided To: Landlords, owners, tenants, and other interested parties.

Contact:  (609) 984-7706  BHIJudgments@dca.nj.gov

OFFICE OF REGULATORY AFFAIRS

The Office of Regulatory Affairs is responsible for monitoring the enforcement of the Uniform Construction Code Act and implementing regulations.

-  New Jersey Dept. of Community Affairs
Division of Codes and Standards: Office of Regulatory Affairs
PO Box 818, Trenton, NJ, 08625-0818
-  <https://www.nj.gov/dca/codes/offices/regaffairs.shtml>

Type of Assistance:   

Description: The Office of Regulatory Affairs is primarily an investigative agency responsible for investigating allegations of violations of the Uniform Construction Codes. The Office has the authority to propose administrative actions which may result in letters of warning, letters of reprimand, penalties, suspensions and/or the revocation of licenses held by officials entrusted with the responsibility to enforce the Uniform Construction Code in the local municipalities in the state of New Jersey.

Contact:  (609) 984-7672  ORA@dca.nj.gov



BUREAU OF ROOMING AND BOARDING HOUSE STANDARDS

The Bureau of Rooming and Boarding House Standards is responsible for the implementation and enforcement of the Rooming and Boarding House Act of 1979, the inspection and licensure of emergency shelters for the homeless pursuant to Rules Governing Shelters for the Homeless, and the enforcement of the provisions of the Standards for Licensure of Residential Health Care Facilities.

- ✉ New Jersey Dept. of Community Affairs
Division of Codes and Standards: Bureau of Rooming and Boarding House Standards
PO Box 804, Trenton, NJ 08625-0804
- 🔗 <https://www.nj.gov/dca/codes/offices/roomingboarding.shtml>

REGULATIONS GOVERNING ROOMING AND BOARDING HOUSES AND RELATED STATUTES

Type of Assistance:



Description:

Implements and enforces the provisions of the Rooming and Boarding House Act of 1979, which mandates social and safety requirements for all rooming and boarding homes in the state. Upon determination of compliance with the Act, the Bureau issues licenses to owners and/or operators of these facilities.

Assistance Provided:

All rooming and boarding homes in the state are evaluated yearly by the Bureau for the physical safety and social well-being of the resident population as a condition of licensing. Municipalities wishing to conduct physical inspections should contact the Bureau. Only the Bureau can conduct social evaluations. Owners and operators must apply to the bureau for a license to own and/or operate a rooming or boarding home.

Assistance Provided To:

All owners and operators of rooming and boarding homes.

Contact:

📞 (609) 984-1704 📧 RBHS.Info@dca.nj.gov

RULES GOVERNING EMERGENCY SHELTERS FOR THE HOMELESS

Type of Assistance:



Description:

Implements and enforces the provisions of the Rules Governing Emergency Shelters for the Homeless Act, which mandates that emergency shelters in the state are constructed, maintained, and operated to protect the health, safety, and welfare of their occupants. Owners must apply to the Bureau for licensure, issued upon compliance with the Act.

Contact:

📞 (609) 984-1704 📧 RBHS.Info@dca.nj.gov

LICENSURE OF RESIDENTIAL HEALTH CARE FACILITIES

Type of Assistance:



Description:

The Rooming and Boarding House Act of 1979 and the Health Care Facilities Planning Act mandate social and safety requirements for all rooming and boarding houses and free-standing residential health care facilities respectively in the state. Upon satisfactory compliance with the Act, the Bureau will issue a license to own and or operate to an owner or operator of a rooming or boarding house or free-standing residential health care facility.

Assistance Provided:

All rooming and boarding homes and free-standing residential health care facilities in the state are evaluated for physical safety and social well-being of the resident population pursuant to the Regulations Governing Rooming and Boarding House or Standard for Licensure for Residential Health Care Facilities. Physical and social evaluations are conducted annually by the Bureau. Physical and social evaluations of rooming and boarding houses are conducted by municipalities upon application to, and approval by, the Bureau following the adoption of an ordinance to license and regulate rooming and boarding houses in accordance with the Municipal Licensing Law. Municipalities choosing to regulate a rooming or boarding house should contact the Bureau. Social evaluations may only be conducted by the Bureau. Owners and operators must apply to the Bureau for a license to own and/or operate a rooming or boarding house or a free-standing residential health care facility.

Assistance Provided To:

All owners and operators of rooming and boarding homes.

Contact:

📞 (609) 984-1704 📧 RBHS.Info@dca.nj.gov



DIVISION OF FIRE SAFETY

The **Division of Fire Safety** is responsible for the administration and enforcement of the State’s Fire Codes, as well as for implementing public education, firefighter training programs and numerous other statewide fire safety programs.



For further information, please call the telephone number listed for each particular program, or call the main telephone number.

✉ New Jersey Department of Community Affairs
Division of Fire Safety PO Box 809
Trenton, NJ 08625 – 0809

☎ (609) 633-6106

🌐 <https://www.nj.gov/dca/dfs/>

FIRE SAFETY COMMISSION

Type of Assistance:



Description:

Works closely with the Division of Fire Safety to promote fire safety in the state. The Commission is comprised of 23 members, including State legislators and citizens with expertise or interest in fire safety. It was created by law to assist and advise the Commissioner of the Department of Community Affairs on all matters of fire safety. The Division of Fire Safety is liaison to the Fire Safety Commission as well as its seven Advisory Councils.

Assistance Provided To:

State government, the fire service and the general public.

Other Information:

Meets six times each year to consider fire safety issues, amendments to the State’s Fire Codes, new fire safety programs and to hear comments from the public on matters of fire safety.

Contact:

☎ (609) 913-4328

LEGISLATIVE AND REGULATORY SERVICES

Type of Assistance:



Description:

Provides guidance regarding local enforcement of the Uniform Fire Safety Act and State Fire Codes; develops and amends program rules; provides assistance to Peer Review Committee to assess sanctions against certified fire code officials; undertakes appropriate corrective or enforcement action for violations of the Act and Codes; maintains quarterly Registry of enforcing agencies having jurisdiction within each municipality in the state; provides legal/regulatory interpretations of the Fire Codes; assists local enforcing agencies with the review of ordinances, resolutions and shared service agreements; handles judgments and payoffs of said judgments.

Assistance Provided To:



Municipalities, fire services, private individuals and businesses.

Contact:




☎ (609) 913-4302



VOLUNTEER EMERGENCY SERVICE ORGANIZATION LOAN PROGRAM

Type of Assistance:	
Description:	Provides loans to fire departments and ambulance/rescue squads.
Funding Source:	State Appropriation, Special Revenue.
Award Period:	July 1 to June 30
Assistance Provided To:	Volunteer and partially-paid fire companies, first aid squads and rescue squads.
Other Information:	Two percent interest, 10-year repayment, maximum loan: \$50,000.
Procedure for Applying:	Applications available on the DCA webpage at https://dcasage.intelligrants.com/Portal.asp
Contact:	 (609) 913-4323




VOLUNTEER RECRUITMENT AND RETENTION PROGRAM

Type of Assistance:	 
Description:	Provides guidance, visual aids and assistance to local volunteer fire departments and first aid, ambulance and rescue squads trying to recruit new members and retain current members.
Assistance Provided To:	Volunteer fire departments, first aid, ambulance and rescue squads.
Other Information:	A toll-free line answers calls from the public regarding recruitment. Callers are referred to their local volunteer organization's recruitment officer by Division staff.
Contact:	 (800) FIRE-LINE

CIGARETTE REGISTRATION

Type of Assistance:	
Description:	Administers "The Reduced Cigarette Ignition Propensity and Firefighter Protection Act." This Act requires that all cigarettes sold in the state meet a cigarette ignition standard that is aimed at reducing fires caused by cigarettes. Each cigarette manufacturer is required to submit an application and test data for each brand style cigarette they sell in the state every three years. Unless the cigarette meets the ignition standard and is approved by this office, those cigarettes cannot be sold in New Jersey.
Assistance Provided To:	Cigarette manufacturers and distributors, and the fire service.
Contact:	 (609) 913 4328

PUBLICATIONS

Type of Assistance:	 
Description:	Provides assistance to Local Enforcing Agencies (LEA's) regarding fire official appointments; maintains LEA/Fire Department information; manages publication of the state's fire code and updates to the International Fire Code; manages and maintains the Fire Code subscription service for updates and new book purchases; disseminates information to all local enforcing agencies and fire departments.
Assistance Provided To:	Volunteer fire departments, local enforcing agencies, municipal government and general public.
Contact:	 (609) 913-4288



BUREAU OF FIRE CODE ENFORCEMENT

The Bureau of Fire Code Enforcement encompasses the following programs: Life Hazard Use Registration Unit, Code Inspections, Local Assistance, Permits/Carnival Events, Smoke Detector Certifications.

- ✉ New Jersey Dept. of Community Affairs
Division of Fire Safety: Bureau of Fire Code Enforcement
P.O. Box 809, Trenton, NJ 08625-0809

CODE ASSISTANCE AND DEVELOPMENT

Type of Assistance:



Description:

Provides technical assistance through code interpretations to fire service personnel and fire code enforcement agencies, businesses, individuals, architects, engineers and any other interested parties on all aspects of the Uniform Fire Safety Act and the rules and regulations promulgated thereof. Prepares rule proposals and explanatory materials such as bulletins, memorandums, and other guidance documents.

Assistance Provided To:

Local enforcing agencies and private individuals.

Contact:

☎ (609) 913-4322

INSPECTIONS

Type of Assistance:



Description:

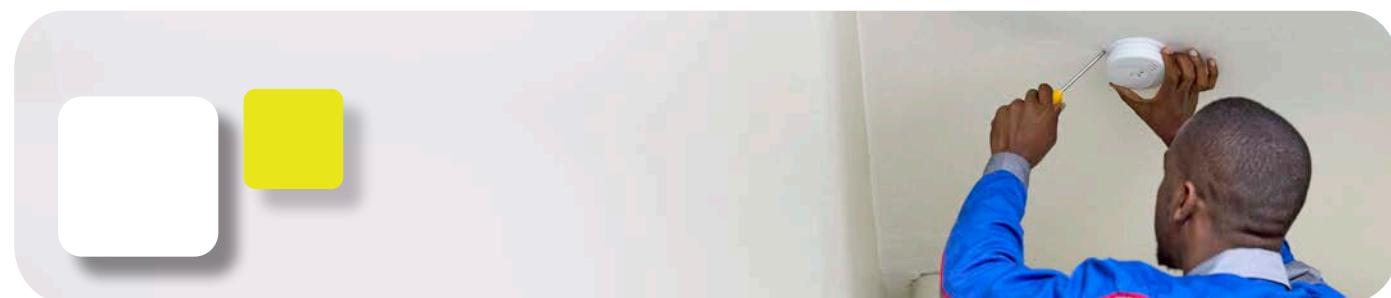
Enforces the State's Fire Codes in municipalities that do not elect to establish local enforcing agencies; responsible for the inspection of high-rise and life hazard use buildings/structures when the Department has retained direct enforcement authority. Has sole jurisdiction for fire code enforcement in all state-owned, leased or occupied premises.

Assistance Provided To:

Any municipality that has not established an enforcing agency for the State's Fire Codes, and businesses and fire departments within those municipalities.

Contact:

☎ (609) 633-6132



LIFE HAZARD USE REGISTRATION

Type of Assistance:



Description:

Life Hazard Use is defined as any high rise structure or any of the uses designated under N.J.A.C. 5:70-2.4A through N.J.A.C. 5:70-2.4d. The program registers high-rise and life hazard use buildings/businesses for inspection and enforcing of the Uniform Fire Safety Act. Records of these structures are maintained and lists are distributed to local enforcing agencies. The program collects fees from life hazard use owners and establishes criteria to disburse funds to local agencies enforcing the State's Fire Codes and regulations.

Assistance Provided To:

Fire service, local enforcement agencies, businesses or individuals.

Contact:

☎ (609) 913-4300

PERMITS

Type of Assistance:



Description:

Issues a variety of permits for specified activities listed under N.J.A.C. 5:70-2.7 for activities located in state enforced municipalities and state properties. Also issues certificates of smoke detector and carbon monoxide alarm compliance for resale or change of occupancy of one- and two- family dwellings located in state-enforced municipalities. Registers carnivals operating in the state and provides an itinerary of carnival locations to local enforcing agencies.

Assistance Provided To:

General public, business owners, local enforcing agencies.

Contact:

☎ (609) 633-6132

LOCAL ASSISTANCE

Type of Assistance:



Description:

Assists municipalities in establishing local enforcing agencies in accordance with the Uniform Fire Safety Act; makes recommendations to the local enforcing agencies regarding daily operations; conducts routine monitoring of these agencies; and provides interpretations of the state's Fire Codes.

Assistance Provided To:

Municipalities, local enforcing agencies, and businesses.

Contact:

☎ (609) 913-4289

BUREAU OF FIRE DEPARTMENT SERVICES

The Bureau of Fire Department Services encompasses the following programs: Office of Training & Certification, Fire Investigations, Fire Department Preparedness, Contractor Certification, Youth Firesetters Program, Smoke Detector Program.

- ✉ New Jersey Dept. of Community Affairs
Division of Fire Safety: Bureau of Fire Department Services
P.O. Box 809, Trenton NJ 08625-0809

OFFICE OF FIRE DEPARTMENT PREPAREDNESS

Type of Assistance:



Description:

In accordance with the Fire Service Emergency Deployment Act, administers the coordination of fire resources for a quick, efficient response to any emergency throughout the state. The state Fire Coordination System manages the fire mutual aid system with Division Regional Fire Coordinators and 21 County Fire Coordinators. When a local fire emergency begins to deplete the fire resources of one particular county, the Fire Coordination System is designed to deploy movement of resources in order to provide adequate protection of life and property throughout the state. The County Fire Coordinators are required to maintain up-to-date Fire Emergency Plans, including available resources; these plans are required to be updated and reviewed by the Office of Fire Department Preparedness bi-annually. The Office of Fire Department Preparedness is responsible for Emergency Support Function 4 (Fire), which is a part of the overall State Emergency Operations Plan.

Assistance Provided To:

Fire departments and municipalities.

Contact:

☎ (609) 913-4329

FIRE INVESTIGATION/K-9 UNIT

Type of Assistance:



Description:

Investigates the origin and cause of fires in municipalities where the State is the Local Enforcing Agency (LEA), within State-owned or operated property and facilities, at large scale, or high-profile incidents, and wherever local or county investigators request assistance with fire investigations. The unit also employs Ignitable Liquid Detection K-9s that are available for use in fire investigations and evidence sampling. Additionally, this unit investigates firefighter serious injuries or line-of-duty deaths (LODD's) and provides information and guidance to fire departments upon suffering a LODD.

Assistance Provided To:

Law enforcement and fire service organizations, emergency medical services, and state, county or municipal governments .

Other Information:

The unit provides training, lectures and demonstrations regarding various aspects of fire investigation and K-9 use to law enforcement and fire service personnel as well as to the general public.

Contact:

☎ (609) 913-4319

Emergency 24 Hour Dispatch Number

☎ (877) 653-4737

FIRE INCIDENT REPORTING SYSTEM

Type of Assistance:



Description:

Administers a statewide fire incident reporting system that also serves as a central depository for the National Fire Incident Reporting System. Participating fire departments report emergency incidents in a standardized format that is passed on to the U.S. Fire Administration to be included in national statistics and analyses. The unit also analyzes statewide data to identify trends.

Assistance Provided To:

Fire service, public and media organization or interested individuals.

Contact:

☎ (609) 913-4327



OFFICE OF TRAINING AND CERTIFICATION

Type of Assistance:



Description:

Provides statewide educational and training programs relating to all facets of the fire service. The Office has adopted 26 credentialing requirements for various positions within the fire service and provides training programs leading to statewide, national and international certification in those positions. Over 400 continuing education programs are delivered annually to approximately 16,000 stakeholders statewide to meet certification renewal requirements, and to further the training of the New Jersey fire service. This program coordinates the delivery of the U.S. National Fire Academy training programs delivered within New Jersey which cover various topics related to firefighting, incident command and emergency response. This Office coordinates statewide fire service training through county/municipal fire academies and community colleges.

Other Information:

The Office has been credentialed with 18 national accreditation credentials from the National Board on Fire Service Professional Qualifications and 11 international accreditation credentials from the International Fire Service Accreditation Congress to the New Jersey Fire Service.

Assistance Provided To:

Fire service training academies, community colleges, fire service organizations and fire service professionals.

Contact:

(609) 777-3552

PERSONS WITH DISABILITIES OR OXYGEN USE EMBLEM PROGRAM

Type of Assistance:



Description:

Issues a person with a disability or who uses oxygen, one of two identification emblems. The disability emblem is affixed to a window of a residential dwelling and alerts firefighters, medical, rescue or law enforcement personnel, when responding to an emergency situation, that a person with a disability may be present therein and may require special assistance. The oxygen emblem is also affixed to a window of a residential dwelling to warn firefighters that oxygen is in use within that dwelling. A person with a disability or who uses oxygen may apply for an emblem by contacting the Division.

Assistance Provided To:

Public

Contact:

(609) 913-4310

FIRE PROTECTION INSTALLERS/MAINTENANCE CERTIFICATION PROGRAM

Type of Assistance:



Description:

Administers a comprehensive, mandatory licensing procedure for businesses/contractors that sell, install, repair, inspect and maintain fire protection equipment.

Assistance Provided To:

Businesses and individual contractors.

Other Information:

Currently, there are six license classifications established within this Program: All Fire Protection Equipment; Fire Sprinkler System; Special Hazard Fire Suppression System; Fire Alarm Equipment; Portable Fire Extinguisher; and Kitchen Fire Suppression System. Businesses that provide service on fire safety equipment must obtain an annual business permit which includes certification of at least one employee in the appropriate category.

Contact:

(609) 913-4310

COMMUNITY RISK REDUCTION UNIT

Type of Assistance:



Description:

Increases public awareness of fire safety by developing educational fire safety materials such as brochures, flyers, posters and booklets for distribution to schools, fire departments and the general public. The Unit develops specific fire safety programs for schools, preschools and senior citizens; publishes a newsletter for members of the fire service and other individuals and organizations interested in fire safety; coordinates the Annual Fire Safety Poster Contest and the Annual Fire Bowl for school children throughout the state; and serves as liaison to several councils and committees such as, Fire Safety Commission, Master Planning & Research, Public Education, Fire Equipment Contractors and Codes Advisory Councils, as well as the Fire Prevention and Protection's County Presidents and Operation Seven Save a Life Smoke Detector Program. The Unit also works with the Youth Firesetter Committee to research and develop a statewide policy for preventing youths from setting fires, and for educating the public and the fire service about the problem.

Assistance Provided To:

Municipalities, schools, fire departments, state, county or municipal governments and anyone dealing with the problems of a youth firesetter.

Contact:

(609) 913-4328

DIVISION OF HOUSING & COMMUNITY RESOURCES



The **Division of Housing & Community Resources** provides a wide range of services through more than 18 programs addressing needs in Housing Assistance, Housing Production, Community Development, Neighborhood Revitalization and Improvement, Energy Assistance and Community Services. Financial and/or technical assistance is provided to municipalities, county governments, nonprofit organizations and for-profit affordable housing developers.



HOUSING PRODUCTION PROGRAMS

<https://www.nj.gov/dca/dhcr/offices/hprod.shtml>

AFFORDABLE HOUSING TRUST FUND (AHTF) (Formerly known as the Neighborhood Preservation Balanced Housing Program)

Type of Assistance:	
Description:	Provides municipalities, for-profit and nonprofit developers with financial assistance to advance the development of low- and moderate-income affordable housing across the state and to maintain those units as affordable for a minimum of 20 years. Limited to projects of 25 units or less. Funds have also been set aside for innovative projects and initiatives related to the development of affordable housing.
Funding Source:	State Aid Appropriation.
Award Period:	Rolling
Assistance Provided To:	Municipalities, for-profit and nonprofit affordable housing developers.
Other Information:	Municipalities must fall into one of the following categories: <ul style="list-style-type: none"> • It has received substantive certification from the Council on Affordable Housing; • It has entered into a judicially-approved compliance agreement to settle its fair share housing obligation; • It is subject to a court-ordered builder's remedy; • It has been designated as a receiving municipality under a regional contribution agreement and the project plan has been approved by the Council on Affordable Housing; • It has, at any time since Fiscal Year 1988, been eligible to receive State aid.
Application Deadline:	Rolling
Date of Notification:	July 1 through June 30.
Contact:	 (609) 815-3930



For further information, please call the telephone number listed for each particular program, or call the main telephone number.

✉ New Jersey Department of Community Affairs
Division of Housing and Community Resources
P.O. Box 806
Trenton, NJ 08625-0806



☎ (609) 292-4080

🔗 <https://www.nj.gov/dca/dhcr/>




HOME COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO) FUND

Type of Assistance:	
Description:	Provides non-interest and interest-bearing deferred loans and grants to for-profit and nonprofit developers for the purpose of creating up to eleven (11) affordable housing units throughout the state to certified CHDOs.
Funding Source:	U.S. Department of Housing and Urban Development.
Award Period:	Rolling
Assistance Provided To:	For-profit and nonprofit affordable housing developers.
Other Information:	<p>Funds are targeted to:</p> <ul style="list-style-type: none"> • Applications to the Balanced Housing Program that are feasible, but for which State funds are not available. • Applications from developers in municipalities where there is a demonstrated need. • Areas where there is demonstrated need for affordable housing and where other sources of federal funds, such as HOME and when Community Development Block Grants, are not available from the local jurisdiction. • The program is administered in accordance with the Balanced Housing Program rules and regulations and the federal HOME regulations.
Application Deadline:	Rolling
Date of Notification:	July 1 through June 30
Contact:	 (609) 815-3930

HOME HOUSING PRODUCTION INVESTMENT (HPI) FUND

Type of Assistance:	
Description:	Provides non-interest and interest-bearing deferred loans and grants to for-profit and nonprofit developers for the purpose of creating up to eleven (11) affordable housing units throughout the state.
Funding Source:	U.S. Department of Housing and Urban Development.
Award Period:	Rolling
Assistance Provided To:	For-profit and non-profit affordable housing developers.
Other Information:	<p>Funds are targeted to:</p> <ul style="list-style-type: none"> • Applications to the Balanced Housing Program that are feasible, but for which State funds are not available. • Applications from developers in municipalities where there is a demonstrated need. • Areas where there is demonstrated need for affordable housing and where other sources of federal funds, such as HOME and when Community Development Block Grants, are not available from the local jurisdiction. • The program is administered in accordance with the Balanced Housing Program rules and regulations and the federal HOME regulations.
Application Deadline:	Rolling
Date of Notification:	July 1 through June 30
Contact:	 (609) 815-3930

NATIONAL HOUSING TRUST FUND (NHTF)

Type of Assistance:	 
Description:	Provides direct financial and technical assistance for the purpose of creating up to four (4) extremely low-income affordable rental housing units for special needs populations throughout the state.
Funding Source:	U.S. Department of Housing and Urban Development.
Award Period:	Rolling
Assistance Provided To:	For-profit and nonprofit affordable housing developers.
Application Deadline:	Rolling
Date of Notification:	July 1 through June 30.
Contact:	 (609) 815-3930



COMMUNITY DEVELOPMENT, NEIGHBORHOOD REVITALIZATION & IMPROVEMENT REVITALIZATION

NEIGHBORHOOD PRESERVATION PROGRAM

Type of Assistance:	
Description:	Provides direct financial and technical assistance to municipalities over a five-year period to conduct activities associated with the preservation of designated neighborhoods based on strategic revitalization plans (NPP Implementation Plans) within those municipalities' mixed-use NPP Districts.
Funding Source:	State Appropriation.
Award Period:	To Be Determined; once a community is designated for NPP by the DCA, funding is annual for five years.
Assistance Provided To:	Municipalities
Other Information:	Municipalities must meet the DCA NPP eligibility criteria in order to apply for NPP designation. Please see the DCA website for a list of eligible municipalities.
Application Deadline:	Applications accepted continuously.
Date of Notification:	To be determined.
Contact:	(609) 947-9820



HOUSING ASSISTANCE PROGRAMS

https://nj.gov/dca/dhcr/offices/housing_assistance.shtml



HOME TENANT-BASED RENTAL ASSISTANCE

Type of Assistance:	
Description:	Provides tenant-based rental assistance to families with special needs and, in some cases, to eligible, in-place residents of a rental project being rehabilitated under the HOME Program.
Funding Source:	U.S. Department of Housing and Urban Development.
Award Period:	July 1 to June 30
Assistance Provided To:	Households for which the head of the household is elderly or disabled.
Procedure for Applying:	Current waiting list.
Application Deadline:	Program closed due to funding constraints.
Date of Notification:	Program closed due to funding constraints.
Contact:	(609) 292-4080



HOMELESSNESS PREVENTION

Type of Assistance:	
Description:	Provides limited financial assistance to low- and moderate-income tenants and homeowners in imminent danger of eviction due to temporary financial problems beyond their control. Funds are used to disburse payments in the forms of loans and grants to landlords on behalf of eligible households in danger of homelessness. The program is administered by county nonprofits.
Funding Source:	State Appropriation, Grants-in- Aid.
Award Period:	July 1 to June 30
Assistance Provided To:	Low- and moderate-income tenants and homeowners.
Procedure for Applying:	Contact local nonprofit to obtain grantee contact information.
Contact:	(609) 292-4080

SHELTER SUPPORT

Type of Assistance:	
Description:	The purpose of the Shelter Support grant program is to provide funding to: <ol style="list-style-type: none"> 1. Address life and safety issues in emergency shelters and transitional housing facilities; and 2. Purchase equipment and furnishings that will provide direct benefits to the shelter’s residents.
Funding Source:	State Appropriation and U.S. Department of Housing and Urban Development.
Award Period:	July 1 to June 30
Assistance Provided To:	Local governmental units and nonprofit organizations.
Other Information:	Federally-funded projects must adhere to Emergency Solutions Grant Program regulations.
Procedure for Applying:	Submission of an application.
Application Deadline:	Varies
Date of Notification:	Varies
Contact:	 (609) 943-5849

STATE RENTAL ASSISTANCE PROGRAM (SRAP)


Type of Assistance:	
Description:	Assists in making safe and quality housing in the private rental market affordable to very low-income families by reducing housing costs through direct rent subsidy payments to landlords.
Funding Source:	State Aid Appropriation.
Assistance Provided:	Provides tenant-based and project-based assistance. Preferences have been set aside for the elderly aged 62 and above; head of households or spouses who are permanently disabled; head of households with or without children who are 18 years of age; or an individual who is an emancipated minor; a household who lacks a fixed, regular, and adequate nighttime residence.
Other Information:	The statewide program is available to residents in all New Jersey counties.
Assistance Provided To:	Very low-income households.
Application Deadline:	Program currently closed.
Contact:	 (609) 292-4080


DIVISION OF LOCAL GOVERNMENT SERVICES

The **Division of Local Government Services** works with local governments to ensure their financial integrity and solvency, and to support their efforts to comply with state laws and regulations.



For further information, please call the telephone number listed for each particular program, or call the main telephone number.

 New Jersey Department of Community Affairs
 Division of Local Government Services
 PO Box 803
 Trenton, NJ 08625-0803

 (609) 292-6613

 <https://www.nj.gov/dca/dlgs>  dlgs@dca.nj.gov

MUNICIPAL GOVERNMENT FINANCIAL ASSISTANCE PROGRAMS

https://www.nj.gov/dca/dlgs/Muni_StateAid.shtml

SPECIAL MUNICIPAL AID ACT-TRANSITIONAL AID PROGRAM

Type of Assistance:	
Description:	Assists municipalities facing the most severe fiscal conditions in recovering from fiscal distress and improving management and financial practices.
Funding Source:	State Appropriation, State Aid.
Award Period:	July 1 to June 30
Assistance Provided To:	Municipal governments identified by the Division and Local Finance Board to be in need of substantial financial aid and technical assistance to resolve ongoing fiscal problems.
Other Information:	Grants and technical assistance are contingent on the municipality executing a Memorandum of Understanding committing them to making management and operational improvements recommended by the Division.
Procedure for Applying	Submit application with municipal budget introduction.
Contact:	(609) 913-4394

BUREAU OF FINANCIAL REGULATION & ASSISTANCE

The Bureau of Financial Regulation and Assistance is statutorily responsible for ensuring that each of the state's 564 municipalities and 21 county governments comply with laws and regulations related to the finances of local governments. Through its programs, the Bureau provides technical assistance and serves in a regulatory capacity.

AUDIT AND FINANCIAL ASSISTANCE

Type of Assistance:	
Description:	Provides technical assistance as well as accounting and auditing rule promulgations of the Division and Local Finance Board, including single audit compliance.
Assistance Provided To:	Municipal and county financial officers, registered municipal accountants, public officials and interested residents.
Contact:	(609) 815-3930

MUNICIPAL AND COUNTY BUDGET ASSISTANCE

Type of Assistance:	
Description:	Provides assistance in the preparation, submission, amendment and adoption of municipal and county budgets and compliance with cap laws. Promulgates rules and regulations pertaining to preparation of municipal and county budgets for the review and approval by the Division Director.
Assistance Provided To:	Citizens, officials of local governments and their representatives.
Contact:	(609) 913-4417

BUREAU OF AUTHORITY REGULATION

The Bureau of Authority Regulation is responsible for regulating and providing managerial, operational and technical assistance in financial matters relating to budgeting, accounting, financial reporting, and auditing and financial applications for local entities (authorities and fire districts).

AUTHORITY AUDIT AND FINANCIAL ASSISTANCE

Type of Assistance:	
Description:	Provides information and advice to local entities, their representatives and the general public on auditing, project financing, financial reporting and accounting matters.
Assistance Provided to	Citizens, officials of local governments and their respective representatives.
Contact:	(609) 913-4399

AUTHORITY AND FIRE DISTRICT BUDGET ASSISTANCE





Type of Assistance:	
Description:	Provides assistance in the preparation, submission, amendment and adoption of authority and fire district budgets. Promulgates rules and regulations pertaining to preparation of local public authority and capital budgets for the review and approval by the Division Director.
Assistance Provided To:	Citizens, officials of local governments and their representatives.
Contact:	(609) 913-4399 (Authority) (609) 913-4402 (Fire District)

LOCAL FINANCE BOARD






The Local Finance Board is a statutorily created body with the overall responsibility for promulgating rules and regulations on the fiscal operations, fiscal reporting and fiscal conditions of all New Jersey municipalities, counties, local authorities and special districts. It has specific statutory authority in a number of ways including: approve or make recommendations on various agency financing and debt matters, create or dissolve local authorities or special districts, assume fiscal control over local governments, and assist their governing bodies in financial and operational matters.

The Board also is responsible for administering the Local Government Ethics Law. The director of the Division serves as the Board's chairman. Other members are nominated by the Governor and confirmed by the State Senate.

LOCAL FINANCE BOARD APPROVAL

Type of Assistance:	 
Description:	Administers the provisions of the Local Bond Law, Local Fiscal Affairs Law, Local Budget Law, Local Authorities Fiscal Control Law, and other respective statutes. These laws require the filing of applications to appear before the Local Finance Board with subsequent action by the Board.
Assistance Provided To:	General public, officials of local government & professionals representing them.
Contact:	<p> (609) 913-4390</p> <p> https://nj.gov/dca/dlgs/programs/lfb.shtml</p>







LOCAL GOVERNMENT ETHICS LAW

Type of Assistance:	  
Description:	Administers the provisions of the Local Government Ethics Law. This requires a wide range of local government officials to file board-promulgated financial disclosure statements with the Board and their local governments annually; sets a minimum ethical standard for local government elected officials, appoints officials and employees; empowers the Board to investigate complaints and issue advisory opinions; and serves as the ethics board where no local board has been established.
Assistance Provided To:	Citizens, officials of local governments and their respective representatives.
Other Information:	The Local Finance Board hears complaints against employees or officers for municipalities who have not appointed their own local ethics board, as well as appeals on decisions by local ethics boards. The Board's staff also works with local government officials to assist in administering the law.
Contact:	<p> (609) 913-4390</p> <p> https://nj.gov/dca/dlgs/programs/Ethics_law.shtml</p>





BUREAU OF LOCAL MANAGEMENT SERVICES

The Bureau of Local Management Services provides the state's local government units with advisory and technical assistance in general government issues, purchasing, joint insurance funds, certification programs, deferred compensation, and the Length of Service Award Program. The Bureau reinforces the Division's role as an advocate for local governments in New Jersey.





LOCAL PUBLIC CONTRACTS LAW AND PROCUREMENT

Type of Assistance:	  
Description:	Provides guidance regarding implementation of procurement laws. Provides general assistance to municipal, county and authority agencies or school districts in the area of purchasing goods and services and in developing procedures for acquiring and verifying the receipt of goods and services to improve efficiency and coordination of any purchasing system.
Assistance Provided To:	Any municipality, county, board of education, or other type of local contracting unit.
Other Information:	All cooperative purchasing systems are required to be registered with and approved by the Division Director.
Contact:	<p> (609) 913-4416  lpcl@dca.nj.gov</p> <p> https://nj.gov/dca/dlgs/programs/NJ_LAPL.shtml</p>

DEFERRED COMPENSATION PROGRAM

Type of Assistance:	 
Description:	Provides technical assistance to counties, municipalities and public authorities to establish deferred compensation programs and to ensure compliance with New Jersey statutes and laws. All local government (county, municipality, public authority) deferred compensation programs are required to be filed with and approved by the Division. Approval is for an indefinite period, but all program amendments and modifications must be filed with and approved by the Division.
Assistance Provided To:	Any municipality, county or public authority; vendors of deferred compensation programs.
Contact:	<p> (609) 913-4407</p> <p> https://www.nj.gov/dca/dlgs/programs/De_Compensation.shtml</p>




LENGTH OF SERVICE AWARD PROGRAM

Type of Assistance:	 
Description:	Provides tax-deferred income benefits to active members of all volunteer fire and first aid organizations.
Assistance Provided To:	Municipalities, fire districts, fire companies, first aid organizations and interested residents.
Contact:	<p> (609) 913-4409</p> <p> https://www.nj.gov/dca/dlgs/programs/LOSAP.shtml</p>





LOCAL GOVERNMENT PROFESSIONAL CERTIFICATION PROGRAM

Type of Assistance:	 
Description:	Administers certification and examination programs for local government professionals as provided by law; maintains database of certified individuals; approves continuing education programs; and monitors certification renewals. Certification programs include: Certified Municipal/County Finance Officer, Registered Municipal Clerk, Certified Municipal Tax Collector, Certified Public Works Manager, Qualified Purchasing Agent and Certified Municipal Planning and Zoning Board Members.
Assistance Provided To:	Municipal and county officials or interested residents.
Contact:	<p> (609) 913-4390</p> <p> https://nj.gov/dca/dlgs/programs/certification.shtml</p>

MUNICIPAL LAW AND GENERAL ASSISTANCE

Type of Assistance:	 
Description:	Assists local officials with questions concerning the application of local government law to various public issues.
Assistance Provided To:	Local government officials.
Contact:	 (609) 913-4414





JOINT INSURANCE FUND APPROVAL

Type of Assistance:	  
Description:	Provides technical assistance to local governments regarding joint insurance.
Assistance Provided To:	Any municipality, county, authority or other interested party.
Contact:	 (609) 913-4414

SHARED SERVICES AND MUNICIPAL CONSOLIDATION

Type of Assistance:	 
Description:	Provides general technical assistance on the joint or shared provision of services by local units of government and municipal consolidatory. Division staff provides guidance on conducting feasibility studies and other issues.
Assistance Provided To:	Municipalities and counties.
Other Information:	Among the services local units can consider for shared services funding are assessment and collection of taxes, public safety services, solid waste collection, code enforcement, public works, and recreation.
Contact:	<p> (609) 913-4418</p> <p> https://www.nj.gov/dca/dlgs/shareservices.shtml</p>

LOCAL FINANCE NOTICES, EMAIL AND DLGS NEWS

Type of Assistance:	 
Description:	Provides guidance, information and directives to local municipalities, agencies and officials concerning legal and regulatory aspects of various functional areas and programs. Email subscriptions are free and include email copies of all Local Finance Notices.
Assistance Provided To:	Municipalities, counties, authorities, fire districts, local officials and interested citizens.
Contact:	<p> (609) 913-4407</p> <p> https://www.nj.gov/dca/dlgs/contact/govconnect.shtml</p>

OFFICE OF LOCAL PLANNING SERVICES

The **Office of Local Planning Services** provides the services of licensed professional planners to assist municipalities with achieving municipal land use and planning goals. Qualifying municipalities include those that:

- Have a designated Urban Enterprise Zone, Brownfield Development Area, or Main Street New Jersey program;
- Are eligible for Urban Aid, Transitional Aid, or NJRA Financing; or
- Have been impacted by a disaster or temporary unanticipated fiscal distress.



PROFESSIONAL PLANNING SERVICES

MUNICIPAL PLANNING PROJECTS

Type of Assistance:



Description:

Provides assistance with municipal projects and plans including:

- **Master Plans and Redevelopment Plans:** Assist with the development, drafting and re-examination of Master Plans, Master Plan Elements and Redevelopment or Rehabilitation Plans.
- **Land Use and Mapping:** Review existing studies and plans, analyze census and other demographic data, create GIS maps, facilitate public focus group meetings, draft land use ordinances, and propose recommendations.
- **Economic Development Plans:** Analyze municipal demographic trends including housing conditions, characteristics of residents, neighborhood assets, property values and employment data to create a plan that promotes economic development in the municipality.
- **Other Special Projects.**

Assistance Provided To:

Municipalities.

Procedure for Applying:

Submit online application at

<https://fs1.formsite.com/dcanet/LPSApplications>

Contact:

Keith Henderson, (609) 913-4450

For further information, please call the telephone number listed for each particular program, or call the main telephone number.

New Jersey Department of Community Affairs
Local Planning Services
PO Box 813,
101 South Broad Street, Trenton, NJ 08625-0813

(609) 292-3000

<https://www.nj.gov/dca/divisions/lps> LPSmail@dca.nj.gov



MAIN STREET NEW JERSEY

As a Main Street America™ Coordinating Program, Main Street New Jersey (MSNJ) helps to lead a powerful, grassroots network consisting of over 40 coordinating programs and over 1,200 neighborhoods and communities across the country committed to creating high-quality places and to building stronger communities through preservation-based economic development.

Type of Assistance:



Description:

Provides on- and off-site technical assistance and training in downtown revitalization and management. Subject to appropriations, may offer grant opportunities to eligible designated MSNJ district organizations to assist them with physical improvement projects that occur within designated districts as well as to support the development and implementation of economic development strategies.

Assistance Provided To:

Selected downtown management organizations.

Other Information:

MSNJ also provides assistance to Business Improvement Districts (BID) & Special Improvement Districts (SID). Provides funding through grants and DBIZ Loans to qualified communities.

Contact:

📞 Gina Fischetti, (609) 913-4447

NJ LONG TERM TAX EXEMPTION-URBAN RENEWAL ENTITIES (URES)

Type of Assistance:



Description:

Provides for the review of certificates of incorporation, limited partnership, or formation of urban renewal entities formed under the Long-Term Tax Exemption Law (N.J.S.A. 40A:20-1 et seq.).

Assistance Provided To:

Municipalities, local governments and general public.

Contact:

📞 Pamela Weintraub, (609) 913-4456

NJ PLANNING/ZONING BOARD EDUCATION

Type of Assistance:



Description:

Provides for the mandatory, one-time training of planning and zoning board (and consolidated land use board) members.

Assistance Provided To:

Municipal planning and zoning board members.

Contact:

📞 Maria Connolly, (609) 913-4445

NJ COMMUNITY ASSET MAP

Type of Assistance:



Description:

An interactive mapping tool that allows users to view physical assets and characteristics, amenities and special designations throughout the state.

Assistance Provided To:

Municipalities, local governments and general public.

Contact:

📞 Keith Henderson, (609) 913-4450



DIVISION OF DISASTER RECOVERY AND MITIGATION

The **Division of Disaster Recovery and Mitigation** promotes the long-term resilience of New Jersey’s communities by supporting initiatives to fortify housing, neighborhoods, and infrastructure against severe weather events and flooding damage. The Division also manages the majority of the federal funds used to assist the state in recovering from Hurricane Ida and Superstorm Sandy. These funds come from the Community Development Block Grant Disaster Recovery (CDBG-DR) programs of the U.S. Department of Housing and Urban Development (HUD).

HUD approved the state of New Jersey’s Hurricane Ida Action Plan on how it will use CDBG-DR funds for Ida recovery. The Division launched several Hurricane Ida recovery programs in the first quarter of 2023 and will launch additional programs.

The Division is also the grant manager for the Coronavirus State Fiscal Recovery Fund (SFRF) and the Coronavirus Capital Projects Fund, allocated to New Jersey through the American Rescue Plan Act. SFRF monies are designed to help address the COVID-19 public health emergency and its effects on the economy. The Capital Projects Fund provides the state with federal dollars to help communities have access to modern infrastructure. The Division is responsible for overseeing the allocation of this funding and ensuring it meets all U.S. Treasury requirements.



NOTE: New Jersey residents seeking affordable housing units should visit the New Jersey Housing Resource Center at: <https://www.njhousing.gov> or call 211 for housing assistance

For further information, please call the telephone number listed for each particular program, or call the main telephone number.

✉ New Jersey Department of Community Affairs
 Division of Disaster Recovery and Mitigation
 PO Box 823,
 101 South Broad Street, Trenton, NJ 08625-0823
 ☎ (609) 913-4824 ✉ DRMConstituentServices@dca.nj.gov
 🔗 <https://www.nj.gov/dca/ddrm/>

HOMEOWNER ASSISTANCE AND RECOVERY PROGRAM (HARP)

Type of Assistance:



Description:

The HARP Program provides awards to homeowners impacted by Hurricane Ida for activities necessary to restore their storm-damaged homes, including rehabilitation, reconstruction, elevation, and/or other eligible mitigation activities such as structural and utility retrofits to make damaged homes more resistant to floods.

The calculation of HARP assistance takes into consideration the cost of home repairs and other funds the homeowner has received for repairs from other sources such as insurance, FEMA, SBA, and nonprofit organizations.

Funding Source:

Community Development Block Grant Disaster Recovery (CDBG-DR).

Application Period:

February 27, 2023 to May 1, 2023

Assistance Provided To:

Primary homeowners.

Procedure for Applying:


The HARP program is no longer accepting applications.

Contact:

☎ (609) 292-3750 ✉ DisasterRecoveryandMitigation@dca.nj.gov



TENANT-BASED RENTAL ASSISTANCE (TBRA) PROGRAM

Type of Assistance: 

Description: The TBRA Program supplements rental housing costs for low-income rental households who were impacted by Hurricane Ida. The goal of the rental assistance is to help households access stable housing that they can afford while they work toward their long-term recovery from Hurricane Ida and permanent housing.



TBRA assistance must be used for rental housing units located in the 12 counties that received the most impact from Hurricane Ida: Bergen, Essex, Hudson, Middlesex, Somerset, Passaic, Union, Gloucester, Hunterdon, Mercer, Morris, and Warren.

Funding Source: Community Development Block Grant Disaster Recovery (CDBG-DR).


Application Period: The application period is now closed. The application period was February 27, 2023 to June 1, 2023.

Assistance Provided To: Renter households with a total income of 120% or less of Area Median Income (AMI). Priority will be given to households below 80% of AMI.

Procedure for Applying: The TBRA Program is no longer accepting applications.

Contact:  (609) 913-4252  DRM.TBRA@dca.nj.gov

SMALL RENTAL REPAIR PROGRAM (SRRP)

Type of Assistance: 

Description: The SRRP Program provides zero interest forgivable loans to owners of rental properties with one to seven units requiring rehabilitation, reconstruction and/or elevation as a result of damages from Hurricane Ida. The program also allows for mitigation activities such as structural and utility retrofits, grading and slope stabilization, and drainage improvements that are designed to make the rental housing more resilient in future storm events. Assistance also may be provided to make housing accessible for individuals living with disabilities.


Rental housing assisted with SRRP funds must be rented to low- to moderate-income households at affordable rents for a certain period of time upon completion of the rehabilitation of the unit(s). This program requirement is to increase the supply of affordable rental housing units in areas that were damaged by Hurricane Ida.

Funding Source: Community Development Block Grant Disaster Recovery (CDBG-DR).

Application Period: The application period is now closed. The application period was April 3, 2023 to June 5, 2023.

Assistance Provided To: Rental property owners.

Procedure for Applying: The SRRP program is no longer accepting applications.

Contact:  (609) 292-3750  DisasterRecoveryandMitigation@dca.nj.gov



HOUSING COUNSELING AND LEGAL SERVICES PROGRAM

Type of Assistance:	
Description:	The Housing Counseling and Legal Services Program provides a wide range of free services for homeowners and renters, including assistance with completing applications for Hurricane Ida recovery programs and other disaster recovery programs. The services also include fair housing education for landlords and renters, and financial counseling. The program's goal is to provide supportive services that help renters and homeowners access disaster recovery programs, understand their housing rights and responsibilities, and secure safe permanent housing.
Funding Source:	Community Development Block Grant Disaster Recovery (CDBG-DR).
Application Period:	No application needed.
Assistance Provided To:	Primary homeowners, renter households, and landlords.
How to Access Services:	People can call or email for more information about accessing the services.
Contact:	(609) 913-4463 DRM.HCS@dca.nj.gov

SANDY RECOVERY HOUSING COUNSELING PROGRAM

Type of Assistance:	
Description:	The Sandy Recovery Housing Counseling Program provides free HUD-certified housing guidance to renters and homeowners through community-based nonprofit housing counseling agencies on a wide array of issues, including foreclosure and homelessness prevention, budgeting, rental guidance, and utility help. To be eligible for the free counseling services, renters and homeowners must have been impacted by Superstorm Sandy and lived in one of the nine counties most affected by the storm at the time of Sandy (Atlantic, Bergen, Cape May, Essex, Hudson, Middlesex, Monmouth, Ocean, and Union).
Funding Source:	Community Development Block Grant Disaster Recovery (CDBG-DR).
Assistance Provided To:	Renters and homeowners.
Contact:	Disaster Recovery and Mitigation Constituent Services (609) 913-4824


RECONSTRUCTION, REHABILITATION, ELEVATION AND MITIGATION (RREM)

Type of Assistance:	
Description:	The RREM Program provides eligible homeowners with grant awards up to \$150,000 for activities necessary to restore their primary residence that was damaged by Superstorm Sandy. These activities include reconstruction, rehabilitation, elevation and/or mitigation. Additionally, the RREM Program ensures that homeowners participating in the program are able to comply with federal elevation requirements for structures located in flood zones. The calculation of RREM assistance takes into consideration the cost of home repairs and other funds the homeowner has received for repairs from other sources such as insurance, FEMA, SBA, and nonprofit organizations. The RREM Program is no longer accepting applications.
Funding Source:	Community Development Block Grant Disaster Recovery (CDBG-DR).
Assistance Provided To:	Primary homeowners.
Procedure for Applying:	The RREM Program is no longer accepting applications.





LOW-TO-MODERATE INCOME (LMI) HOMEOWNER REBUILDING PROGRAM

Type of Assistance:	
Description:	LMI Homeowner Rebuilding Program provides reconstruction, rehabilitation, elevation and/or mitigation grant assistance of up to \$150,000 to low-income and moderate-income homeowners whose primary residence was damaged by Superstorm Sandy but who did not apply to the RREM Program. The LMI Program includes a reserve of funding for owners of manufactured housing units/mobile homes to ensure that this population receives needed assistance. The LMI Program is no longer accepting applications.
Funding Source:	Community Development Block Grant Disaster Recovery (CDBG-DR).
Assistance Provided To:	Low-income and moderate-income homeowners whose primary residence was damaged by Superstorm Sandy.
Procedure for Applying:	The LMI Homeowner Rebuilding Program is no longer accepting applications.

SUPPLEMENTAL FUND

Type of Assistance:	
Description:	The Supplemental Fund is a source of funding within the RREM Program and LMI Program that is designed to eliminate financial barriers preventing homeowners in these programs from completing construction by supplementing their grant award with additional reasonable and necessary funding to finish their project. The Supplemental Fund is no longer accepting applications.
Funding Source:	Community Development Block Grant Disaster Recovery (CDBG-DR).
Assistance Provided To:	Homeowners in the RREM Program and LMI Program.
Procedure for Applying:	The Supplemental Fund is no longer accepting applications.

MITIGATION ASSISTANCE PROGRAM

Type of Assistance:	
Description:	The Mitigation Assistance Program helps communities that have been impacted by severe repetitive flooding damage to elevate eligible residential properties. Participating property owners may be eligible to receive a grant through the Mitigation Assistance Program that fully covers the cost of construction to mitigate their property and supplements the cost of dislocation during construction.
Funding Source:	Federal Emergency Management Agency (FEMA) Flood Mitigation Assistance.
Assistance Provided To:	Homeowners in the Mitigation Assistance Program.
Procedure for Applying:	Municipalities that are interested and eligible property owners who have questions may email or call in learning more about the program.
Contact:	<p> (609) 292-3750  MitigationAssistance@dca.nj.gov</p> <p> https://www.nj.gov/dca/ddrm/programs/mitigation.shtml</p>

OFFICE OF INFORMATION PRIVACY

The Office of Information Privacy was established to carry out the mandate of Daniel’s Law: i.e., to work with state, county, and local government agencies to shield the protected information of Covered Persons as the law defines them from disclosure on those agencies’ websites, so that consistent and effective privacy protections are provided to these Persons, who serve the people of the state of New Jersey.



For further information, please call the telephone number listed for each particular program, or call the main telephone number.

-  New Jersey Department of Community Affairs
Office of Information Privacy
PO Box 825
Trenton, NJ 08625-0825
-  (609) 815-3939
-  <https://www.nj.gov/dca/oip/>  OIP@dca.nj.gov

OFFICE OF INFORMATION PRIVACY

Type of Assistance:



Description:

Portals have been designed to enable Covered Persons and redactors to register with the OIP, so that Covered persons' residential information is provided and securely shared with the redactors who must remove it from their agencies' public-facing websites.

Assistance Provided:

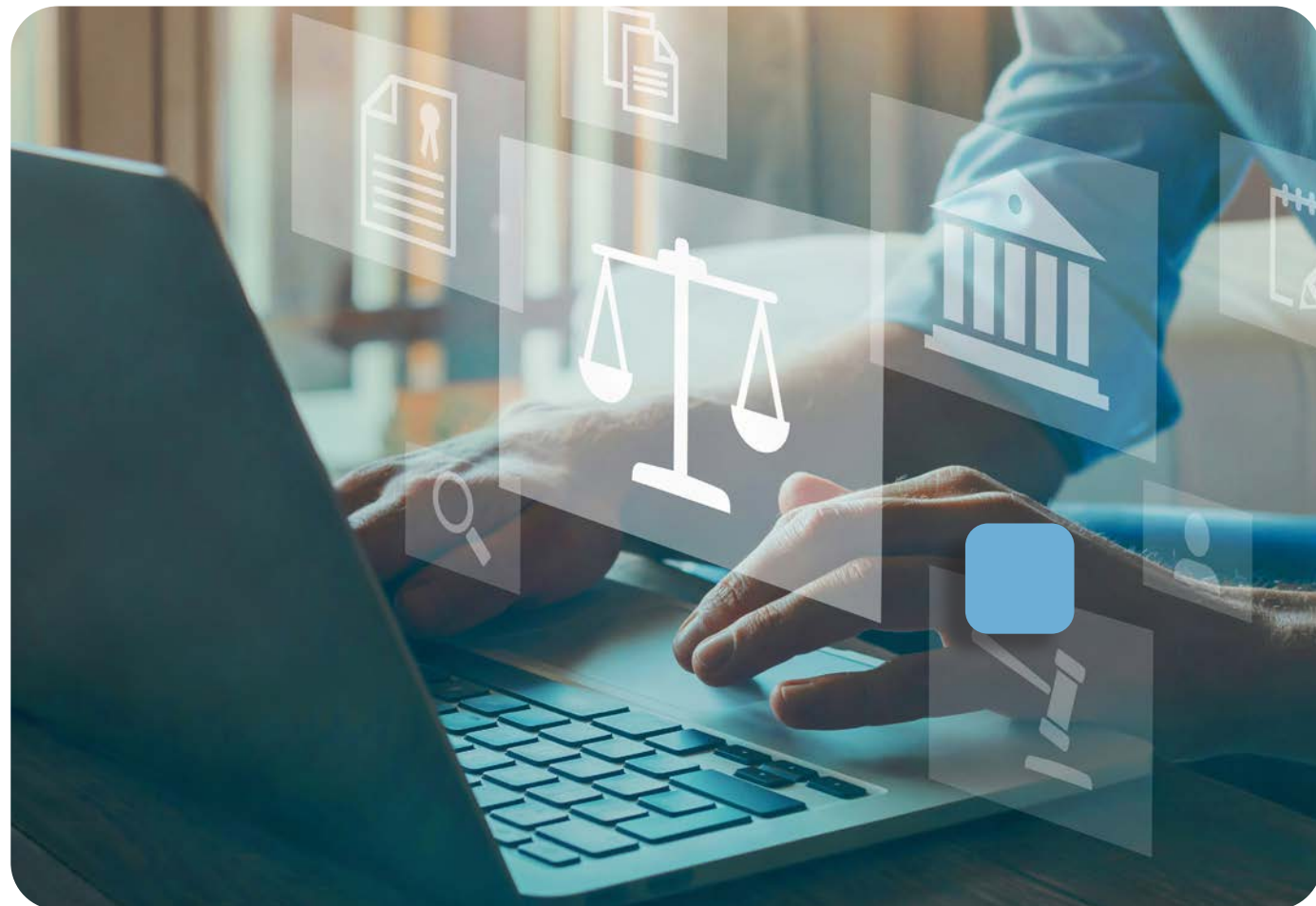
Portals, FAQs, instructionals, as well as dedicated email boxes to enable Covered Persons and Redactors to contact the OIP when assistance is needed.

Assistance Provided To:

Covered Persons (as defined by the statute).

Contact:

609-815-3939 OIP@dca.nj.gov
<https://www.danielslaw.nj.gov>



GOVERNMENT RECORDS COUNCIL (GRC)

The **Government Records Council (GRC)** was established by the Open Public Records Act (OPRA) to govern public access to government records. The GRC assists public agencies and members of the public by providing guidance and information, as well as resolving denial of access disputes. There is no fee for services provided by this agency.

The Council comprises the Departments of Community Affairs and Education Commissioners (or their designees), plus three (3) public members, who are appointed by the Governor with the advice and consent of the State Senate. Of those three (3) members, no more than two (2) can be from the same party affiliation. The Council:

- Receives, hears, reviews, and adjudicates complaints concerning a denial of access to a government record by a records custodian;
- Maintains a toll-free helpline and an informational website;
- Delivers training on OPRA;
- Administers an informal mediation program; and
- Issues public information about OPRA and services provided by the Council.



For further information, please call the telephone number listed for each particular program, or call the main telephone number.

New Jersey Department of Community Affairs
 Government Records Council
 PO Box 819
 Trenton, NJ 08625 - 0819
 (866) 850-0511 | (609) 292-6830
<https://www.nj.gov/grc/> government.records@dca.nj.gov

NEW JERSEY HISTORIC TRUST (NJHT)

The **New Jersey Historic Trust (NJHT)** provides financial support and technical assistance to historic preservation projects throughout the state of New Jersey. Funding assistance is available for units of local, state, and county government or qualified nonprofit organizations. Technical assistance and easement advice is available to public and private owners of historic resources.

The mission of the Trust is to advance historic preservation in New Jersey for the benefit of future generations through education, stewardship, and financial investment programs that save our heritage and strengthen our communities.



Note: For all the grant and loan programs listed here, the following applies:

- Assistance Provided To:** Agencies or entities of state, county, or municipal government; and certified tax-exempt nonprofit organizations that comply with New Jersey charity registration laws.
- Property Qualifications:** Properties must be listed or eligible for listing in the New Jersey or National Register of Historic Places.
- Contact:** (609) 984-0473

PRESERVE NEW JERSEY HISTORIC PRESERVATION FUND

Type of Assistance:



Description:

Provides four categories of matching grants for the preservation of historic properties: Capital Preservation Grants are for construction expenses related to the repair, preservation, restoration, and rehabilitation of historic properties; Historic Site Management Grants are for planning exercises that promote effective building and resources management at historic sites; Historic Site Management Grants for Municipal, County, or Regional Planning are for planning exercises that empower local preservation efforts; and Historic Site Management Grants for Heritage Tourism are for planning or interpretive exercises that promote and enhance visitor experiences at New Jersey's many unique historic, cultural, and natural assets.

CAPITAL PRESERVATION GRANTS

Type of Assistance:



Description:

Provides grants related to the preservation, restoration, and rehabilitation of historic properties and associated architectural, archeological, and engineering expenses.

Funding Source:

Preserve New Jersey Historic Preservation Fund.

Requirement for Matching Funds:

Grants of \$150,000 or less are eligible for a 3:2 funding match, with the grantee providing at least \$2 in funds for every \$3 of grant money awarded. Grants of more than \$150,000 will require a 1:1 match, with the grantee providing at least \$1 in funds for every \$1 of grant money awarded.

For further information, please call the telephone number listed for each particular program, or call the main telephone number.

- New Jersey Department of Community Affairs
New Jersey Historic Trust
PO Box 457
Trenton, NJ 08625-0457
- (609) 984-0473
- www.njht.org njht@dca.nj.gov

HISTORIC SITE MANAGEMENT GRANTS

Type of Assistance:	
Description:	Provides grants related to non-construction expenses for preservation planning, historic register nominations, strategic planning, and archaeological investigations that enhance long-term planning for the operations and programs of historic sites.
Funding Source:	Preserve New Jersey Historic Preservation Fund.
Requirement for Matching Funds:	Requirement for Matching Funds: Grants are eligible for a 3:1 funding match, with the grantee providing at least \$1 in funds for every \$3 of grant money awarded.

HISTORIC SITE MANAGEMENT GRANTS FOR MUNICIPAL, COUNTY, OR REGIONAL PLANNING

Type of Assistance:	
Description:	Provides grants related to non-construction expenses for historic preservation components of Master Plans, preservation ordinances, and architectural surveys.
Funding Source:	Preserve New Jersey Historic Preservation Fund.
Requirement for Matching Funds:	Grants are eligible for a 3:1 funding match, with the grantee providing at least \$1 in funds for every \$3 of grant money awarded.



HISTORIC SITE MANAGEMENT GRANTS FOR HERITAGE TOURISM

Type of Assistance:	
Description:	Provides grants related to non-construction expenses for site interpretation, creation of links among sites, visitor-readiness assessments; performance evaluation systems, and heritage tourism or fundraising plans.
Funding Source:	Preserve New Jersey Historic Preservation Fund.
Requirement for Matching Funds:	Grants are eligible for a 3:1 funding match, with the grantee providing at least \$1 in funds for every \$3 of grant money awarded.

CULTURAL TRUST CAPITAL PRESERVATION GRANTS

Type of Assistance:	
Description:	Aids nonprofit history and humanities organizations to construct, expand, renovate, plan for, repair, rehabilitate, restore, adaptively reuse, purchase, replace, relocate, or otherwise improve cultural and historical properties and facilities, including any work relating to providing access for persons with disabilities. Applicants must be certified by the New Jersey Cultural Trust.
Funding Source:	New Jersey Cultural Trust.
Requirement for Matching Funds:	If an organization's project costs more than is being requested, the proposal must clearly demonstrate organization's ability to provide the remaining necessary funds.



DISCOVER NEW JERSEY HISTORY LICENSE PLATE GRANTS

Type of Assistance:	
Description:	Provides small \$5,000 nonmatching grants to nonprofit organizations and entities of government to support heritage tourism initiatives.
Funding Source:	Sale of Discover New Jersey History License Plates.

EMERGENCY INTERVENTION FUND

Type of Assistance:	
Description:	Provides emergency funding for planning or capital intervention to address an emergency created by any human-made or natural event that threatens the immediate viability of a historic resource.
Funding Source:	Preserve New Jersey Fund.
Requirement for Matching Funds:	No requirement for matching funds.

EMERGENCY LOAN FUND

Type of Assistance:	
Description:	Provides small emergency loans for capital preservation projects for historic properties.
Funding Source:	New Jersey Historic Trust accounts.

NEW JERSEY LEGACIES PROGRAM

Type of Assistance:	
Description:	Assists New Jersey owners of historic homes to safeguard their property for future generations, reduce estate taxes and potentially realize immediate tax benefits by making a charitable donation of their property.
Funding Source:	Donation.

PRESERVATION EASEMENT PROGRAM

Type of Assistance:	
Description:	Offers permanent legal protection to a wide range of historic properties including residences, commercial structures, farmsteads, and historic landscapes. Easement donors can be private or nonprofit property owners and may realize significant tax benefits for their charitable donations. The Trust also has a limited ability to purchase the value of a preservation easement to provide permanent protection for significant historic resources.
Funding Source:	By donation and Preserve New Jersey Fund.

REVOLVING LOAN FUND

Type of Assistance:	
Description:	Provides financing for the preservation, improvement, restoration, rehabilitation and acquisition of historic properties and certain ancillary non-construction activities.
Funding Source:	State General Obligation Bonds.



NEW JERSEY HOUSING & MORTGAGE FINANCE AGENCY (HMFA)

The **New Jersey Housing and Mortgage Finance Agency (HMFA)** is dedicated to increasing the availability and accessibility of affordable housing throughout New Jersey. Its financing programs support traditional affordable rental and for-sale housing developments, first-time and urban homebuyers, citizens in senior and assisted living facilities, and residents with special needs. HMFA also administers the New Jersey Housing Resource Center, an online searchable registry of affordable and accessible housing in New Jersey.



For further information, please call the telephone number listed for each particular program, or call the main telephone number.

✉ New Jersey Department of Community Affairs
New Jersey Housing and Mortgage Finance Agency
PO Box 18550
Trenton, NJ 08625

☎ (609) 278-7400 or 1(800) NJ-HOUSE ✉ askstaff@njhmfa.gov

🔗 <https://www.nj.gov/dca/hmfa/> or <https://www.njhousing.gov>

SINGLE-FAMILY PROGRAMS

This Division provides an array of residential mortgage programs and housing counseling resources that primarily serve working families and prospective first-time homebuyers throughout New Jersey. The programs below are subject to change and funding availability

HOMEBUYER MORTGAGE PROGRAMS

Type of Assistance:



Description:

Provides competitive fixed-interest rates for conventional and government insured mortgages with 30-year terms.

Assistance Provided To:

Eligible homebuyers, eligibility requirements, income limits, and purchase price limits may vary.

Contact:

☎ 1(800) NJ-HOUSE

🔗 <https://nj.gov/dca/hmfa/consumers/homebuyers/>

DOWN PAYMENT ASSISTANCE

Type of Assistance:



Description:

The program provides either \$10,000 or \$15,000, dependent on county, in down payment and closing costs with a zero-interest subordinate loan that is forgiven after five years.

Assistance Provided To:

Eligible first-time home purchasers utilizing a Homebuyer Mortgage Program to purchase a primary residence. *Income and purchase price limits apply.*

Contact:

☎ 1(800) NJ-HOUSE

🔗 <https://nj.gov/dca/hmfa/consumers/homebuyers/>



POLICE AND FIREMEN'S RETIREMENT SYSTEM MORTGAGE PROGRAM

Type of Assistance:

Description: Members may buy a home (first-time or trade-up) or refinance an existing home. Interest rate is 30-year fixed. *Mortgage loan limits apply.*

Assistance Provided To: Active members of the Police and Fire Retirement System seeking to purchase a primary residence.

Contact: 1(800) NJ-HOUSE
 <https://nj.gov/dca/hmfa/consumers/homebuyers/>

NEW JERSEY EMERGENCY RESCUE MORTGAGE ASSISTANCE (ERMA)

Type of Assistance:

Description: The program leverages New Jersey's Homeowner Assistance Fund to facilitate a reinstatement of a delinquent mortgage to bring the household current and/or four months of monthly payments, as well municipal tax liens, delinquent property taxes, and Homeowner's Association dues.

Assistance Provided To: New Jersey homeowners below 150% of the county Area Median Income who are at risk of losing their primary residences to foreclosure or tax sale as a result of COVID-19-related financial hardships. Covers mortgage delinquencies, mortgage payments, and payments to release eligible liens.

Contact: (855) 647-7700 or (609) 278-7660 HAFServicing@njhmfa.gov
 <https://njerma.com/>

NEW JERSEY HOUSING COUNSELING PROGRAMS

Type of Assistance:

Description: HUD-certified housing counselors provide resources to families at risk of losing their homes to foreclosure. Counselors can help families in pre-foreclosure review their options, create budgets for getting back on track, and apply for assistance programs. Families in foreclosure can use counselors as resources during mediation proceedings.

Assistance Provided To: New Jersey homeowners at risk of losing their primary residences to foreclosure.

Contact: (855) 647-7700 or (609) 278-7660 HAFServicing@njhmfa.gov
 <https://nj.gov/dca/hmfa/consumers/foreclosure/counselor/>

MULTIFAMILY PROGRAMS

This Division provides construction and/or permanent financing for the new construction, rehabilitation and preservation of multiple-unit rental housing.

MULTIFAMILY RENTAL HOUSING PROGRAMS

Type of Assistance:

Description: Provides low-interest financing through the sale of tax-exempt and taxable multifamily housing revenue bonds for new construction, rehabilitation and/or permanent financing loans for the creation and/or preservation of multi-unit rental housing for low- and moderate-income families and individuals.

Assistance Provided To: Nonprofit and for-profit developers.

Contact: Multifamily@njhmfa.gov
 <https://nj.gov/dca/hmfa/developers/multifamily>

CONDUIT BOND FINANCING PROGRAM

Type of Assistance:

Description: HMFA serves as a conduit issuer of tax-exempt multifamily housing revenue bonds. The program allows for qualified borrowers to secure optimal bond pricing and AAA-rated bonds while simultaneously utilizing HMFA tax-exempt bond financing in concert with Low-Income Housing Tax Credits where appropriate.

Assistance Provided To: Nonprofit and for-profit developers.

Contact: Multifamily@njhmfa.gov
 <https://nj.gov/dca/hmfa/developers/multifamily/conduitprogram/>



AFFORDABLE HOUSING PRODUCTION FUND

Type of Assistance:	
Description:	The program provides subsidy financing for projects that are 100-percent affordable and are included in an approved Mount Laurel Fair Share Settlement Agreement.
Assistance Provided To:	Nonprofit and for-profit developers.
Contact:	Multifamily@njhmfa.gov https://nj.gov/dca/hmfa/developers/multifamily/

THE LOW-INCOME HOUSING TAX CREDIT PROGRAM

HMFA is the designated tax credit allocating authority for the state of New Jersey, thereby vesting HMFA with the administrative responsibility of allocation and compliance oversight of the federal Low-Income Housing Tax Credit Program within the state.

LOW-INCOME HOUSING TAX CREDITS

Type of Assistance:	
Description:	Federal Low-Income Housing Tax Credits provide a dollar-for-dollar reduction in federal tax liability and act as a catalyst to attract private investment to the affordable housing market. The additional capital mitigates the debt burden incurred in the construction and rehabilitation development process. Per capita tax credits are available through competitive rounds each year. State regulations and the Internal Revenue Code impose minimum construction/rehabilitation requirements. Once credits are allocated, the project must maintain continuous compliance with the program for a minimum of 15 years. Affordability restrictions on rent and income are imposed for a minimum of 15 years.
Assistance Provided To:	Developers of affordable housing.
Contact:	NJHMFAtaxcredits@njhmfa.gov https://nj.gov/dca/hmfa/developers/lihtc/



SUPPORTIVE HOUSING PROGRAMS

HMFA administers financing and support programs for service-enriched housing developments and housing for people with special needs and provides technical assistance and coordination within HMFA and with developers and other state agencies. The HMFA works to improve the housing situation for some of New Jersey's most vulnerable residents, including people with developmental disabilities, mental health consumers, the homeless, elderly, people with HIV/AIDS and other under-served communities.

SECTION 811 PROJECT RENTAL ASSISTANCE PROGRAM HOUSED UNDER ASSET MANAGEMENT

Type of Assistance:	
Description:	HMFA, in partnership with the New Jersey Department of Human Services (DHS), provides rental assistance to individuals leaving developmental centers and state psychiatric hospitals, as well as those who are at risk of institutionalization.
Assistance Provided To:	Developers of supportive housing.
Contact:	(609) 278-8837 lhenry@njhmfa.gov https://nj.gov/dca/hmfa/developers/supportivehousing/

MONEY FOLLOWS THE PERSON HOUSING PARTNERSHIP PROGRAM





Type of Assistance:	
Description:	The Money Follows the Person Housing Partnership Program ("MFPHPP") is a partnership between HMFA and the New Jersey Department of Human Services, Division of Aging Services ("DoAS"). Housing developers may apply for MFPHPP financing for up to five one-bedroom units in any one project, with additional financing considered on a case-by-case basis. The maximum capital subsidy per set-aside unit is \$75,000.
Assistance Provided To:	Developers of supportive housing.
Contact:	Multifamily@njhmfa.gov https://nj.gov/dca/hmfa/developers/supportivehousing/

SPECIAL NEEDS HOUSING TRUST FUND



Type of Assistance:	
Description:	The Special Needs Housing Trust Fund provides capital financing to create permanent supportive housing and community residences for individuals with special needs. Funding for rent and operating subsidies and supportive services is not available through the Trust Fund.
Assistance Provided To:	Developers of supportive housing.
Contact:	 Multifamily@njhmfa.gov  https://nj.gov/dca/hmfa/developers/multifamily/

ADDITIONAL RESOURCES





NJ HOUSING RESOURCE CENTER (HRC)

Type of Assistance:	
Description:	The HRC is a free online housing information clearinghouse located at www.nj.gov/njhrc . The HRC has two major components. Part 1 is a searchable registry of affordable for-rent and for-sale housing and housing with accessibility features located throughout New Jersey. Part 2 is an ever-changing, always improving collection of housing-related links for consumers, agencies, and property owners and managers. The HRC was created through a partnership among HMFA, DCA and the Department of Human Services' Division of Disability Services.
Assistance Provided To:	People seeking affordable housing and providers of affordable housing.
Contact:	 NJHMFAtaxcredits@njhmfa.gov  2-1-1 (a live Call Agent will assist you).  https://NJHRC.gov/

HOUSING AFFORDABILITY SERVICE (HAS)

Type of Assistance:	
Description:	The Housing Affordability Service (HAS) provides administrative services to municipalities based on the requirements of the Uniform Housing Affordability Controls (N.J.A.C. 5:80-26.1), as well as additional services that help municipalities maintain their stock of affordable housing. HAS partners with municipal clients to ensure compliance by offering guidance, training for developers and property managers, monitoring report preparation, and foreclosure prevention assistance.
Assistance Provided To:	Municipalities, developers, property managers, and owners of affordable housing units currently contracted or looking for HAS services.
Contact:	 (609) 278-7505  https://nj.gov/dca/hmfa/about/has/

HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS)

Type of Assistance:	
Description:	New Jersey's Homeless Management Information System (HMIS) collects data on households that are receiving homeless or homeless prevention services. HMIS serves 319 agencies and over 2300 different programs throughout all 21 counties in the state of New Jersey to deploy software, train staff, monitor data quality and assist in applying for funding opportunities. Recently, HMIS staff deployed the finger scanning bio-metric technology at five sites in four counties to perform real time information and improved data quality.
Assistance Provided To:	Homeless service providers and homeless planning communities.
Contact:	 (609) 278-7567  cbrewster@njhmfa.gov  https://www.nj.gov/dca/hmfa/about/hmis/

NEW JERSEY REDEVELOPMENT AUTHORITY (NJRA)

The **New Jersey Redevelopment Authority (NJRA)** is an independent state financing authority committed to revitalizing urban New Jersey. NJRA invests financial and technical resources into redevelopment projects to ensure that projects are urban-focused, neighborhood-based and investment-driven. Committed to revitalizing urban New Jersey, NJRA coordinates efforts, leverages resources and provides financial assistance to viable redevelopment initiatives. NJRA partners with eligible municipalities, developers and businesses to identify and coordinate resources for revitalization.



For further information, please call the telephone number listed for each particular program, or call the main telephone number.

✉ New Jersey Department of Community Affairs
New Jersey Redevelopment Authority
PO Box 790
Trenton, NJ 08625-0790
☎ 609-292-3739 ✉ njra@njra.us
🌐 <https://www.njra.us/>

Note: The following programs provide assistance to 67 eligible municipalities, nonprofit entities and for-profit developers.

TECHNICAL ASSISTANCE

DIVISION OF STRATEGIC PARTNERSHIPS

Type of Assistance:



Description:

The Division of Strategic Partnerships provides a number of technical assistance to foster redevelopment efforts, assists NJRA's client base in acquiring information to assist with projects, and administers seminars, workshops, and training in the area of community development with a special emphasis on project development.

Contact:

☎ (609) 278-5174

NJRA TRAINING INSTITUTE

Type of Assistance:



Description:

The NJRA Training Institute (TI) offers intensive intermediate-level training courses, which focus on development and redevelopment fundamentals, topics and issues. The TI is designed to provide nonprofit and for-profit developers, professional consultants, licensed practitioners, entrepreneurs and city/state/county staff with a body of knowledge of the redevelopment and real estate development process. Classes, which focus on urban and suburban mixed-used and commercial communities, are offered in half-day, full-day and multi-day courses with the goal of providing case driven real life example instruction resulting in an enhanced level of knowledge for participants to be better engaged in the redevelopment and planning process.

Contact:

☎ (609) 278-5174



MUNICIPAL CONSULTATIONS

Type of Assistance:	
Description:	The Municipal Consultation is geared toward providing municipalities with technical assistance on their specific redevelopment needs. The consultation is provided by leading industry experts using an interdisciplinary approach in the field of planning and development to help municipalities assess the feasibility and the best approach to the redevelopment of a specific project in their town.
Contact:	(609) 278-5174

CUSTOMIZABLE TRAINING

Type of Assistance:	
Description:	The New Jersey Redevelopment Authority (NJRA) offers Customized Training. Our Customized Training offers the same expert instruction as our public sessions but is conducted at your preferred location or via the utilization of virtual meeting spaces. We will assess your redevelopment goals and develop materials and a customized course based on your needs. This training provided through NJRA will enable your development staff to acquire skills that will promote growth and knowledge to facilitate redevelopment activities in your communities. The NJRA Customized Training will utilize a case study approach where applicable.
Contact:	(609) 278-5174

DIVISION OF BUSINESS DEVELOPMENT

Type of Assistance:	
Description:	The Division of Business Development is responsible for marketing NJRA's programs and services. The Division fosters ongoing relationships with potential borrowers, public/private sector organizations, municipalities, developers and other organizations interested in applying for financing through NJRA.
Contact:	(609) 278-5178

FINANCING PROGRAMS

NEW JERSEY REDEVELOPMENT INVESTMENT FUND (RIF)

Type of Assistance:	
Description:	Through the RIF, NJRA offers direct loans, real estate equity, loan guarantees and other forms of credit enhancements.
Procedure for Applying:	Visit NJRA's website for specific application guidelines. https://www.njra.us/
Contact:	(609) 278-5178

NEW JERSEY PRE-DEVELOPMENT LOAN PROGRAM (NJ-PLP)

Type of Assistance:	
Description:	The NJ-PLP is a \$2.5 million financing pool that provides funding to cover various pre-development activities, including feasibility studies, architectural costs, environmental and engineering studies, legal and other related soft costs for development to occur. This program offers flexible financing at the early stages of development. The NJ-PLP increases the available resources for community redevelopment projects in the NJRA's eligible municipalities.
Procedure for Applying:	Visit NJRA's web site for specific application guidelines. https://www.njra.us/
Contact:	(609) 278-5178

NEW JERSEY URBAN SITE ACQUISITION PROGRAM (NJ-USA)

Type of Assistance:	
Description:	The NJ-USA Program is a \$20 million revolving loan fund that facilitates the acquisition, site preparation and redevelopment of properties. Developers, nonprofits, community development corporations and municipalities are eligible for assistance through the NJ-USA program. Funding through this initiative provides a form of bridge financing to acquire title to property and for other acquisition-related costs.
Procedure for Applying:	Visit NJRA's web site for specific application guidelines. https://www.njra.us/
Contact:	(609) 278-5178

BOND PROGRAM


Type of Assistance: 

Description: NJRA sells bonds to raise capital for making long-term loans at attractive, below-market interest rates to a broad range of qualified businesses and not-for-profit organizations. NJRA has the ability to issue \$100 million of taxable and tax-exempt bonds annually to stimulate revitalization in New Jersey’s urban areas.

Procedure for Applying: The bond application process is outlined on NJRA’s website.
 <https://www.njra.us/>


Contact:  (609) 278-5178

WORKING IN NEWARK’S NEIGHBORHOODS (WINN)

Type of Assistance: 

Description: Working in Newark’s neighborhoods is a subsidiary of the New Jersey Redevelopment Authority. WINN, a \$10 million revolving loan program, focuses on redevelopment efforts in the city of Newark’s neighborhoods.

WINN funds can be used for: Pre-development, site preparation, acquisition & demolition.

Contact:  (609) 278-5178



URBAN ENTERPRISE ZONE AUTHORITY

The New Jersey **Urban Enterprise Zone Authority (UEZA)**, enacted in 1983, is an affiliate of Department of Community Affairs. The Program’s charter is to foster an economic climate that revitalizes designated urban communities and stimulates their growth by encouraging businesses to develop and create private sector jobs through public and private investment.



For further information, please call the telephone number listed for each particular program, or call the main telephone number.

-  New Jersey Department of Community Affairs
Urban Enterprise Zone Authority
PO Box 822
Trenton, NJ 08625-0822
-  (609) 292-1912 or (877) 913-6837  UEZinfo@dca.nj.gov
-  <https://www.nj.gov/dca/uez/>

URBAN ENTERPRISE ZONE AUTHORITY

Type of Assistance:

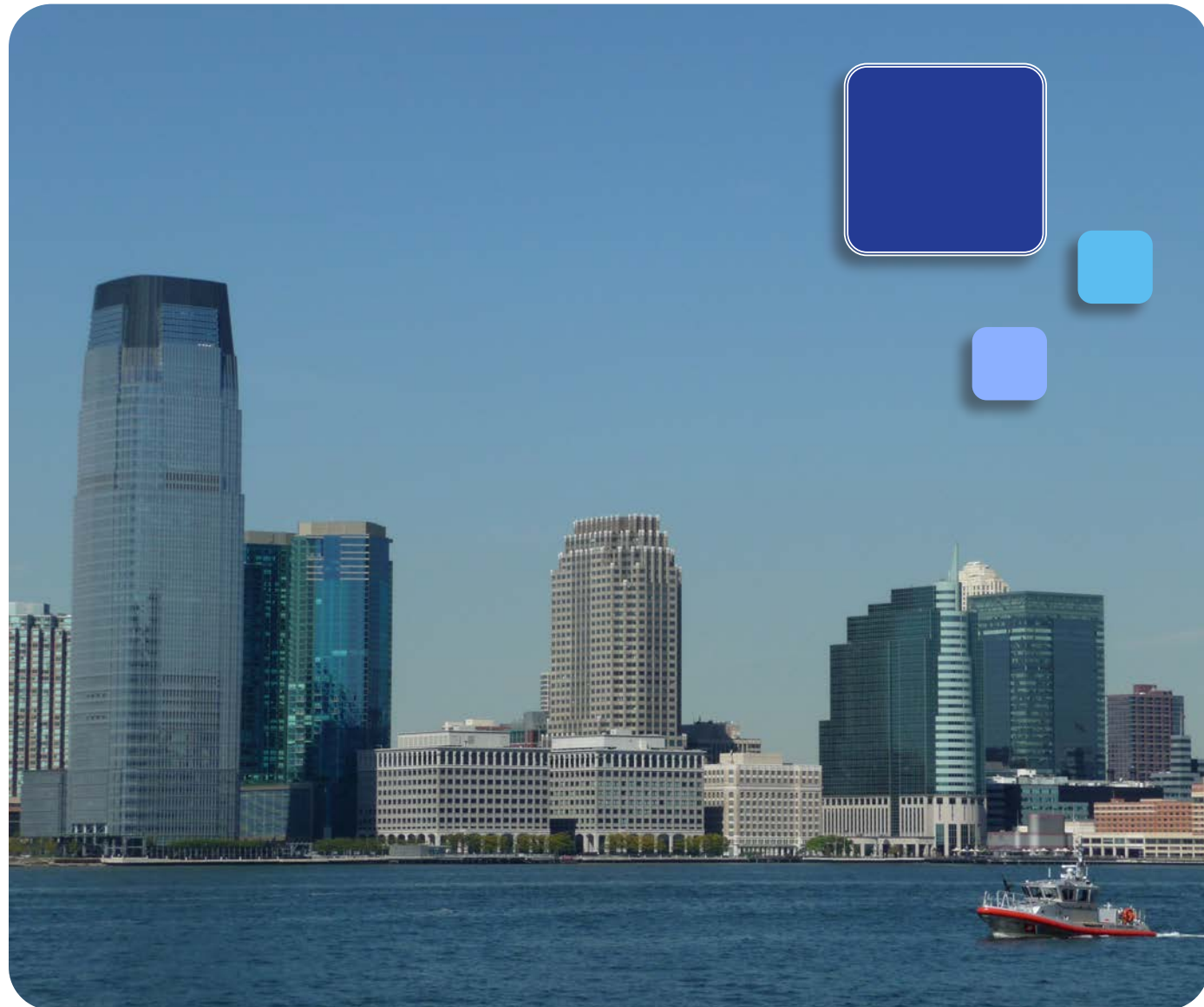


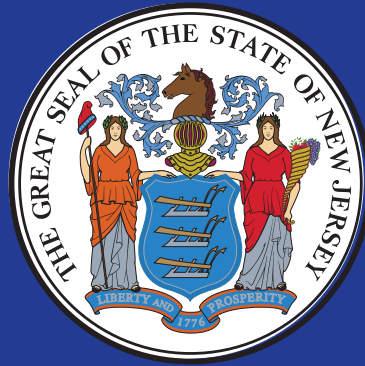
Description:

New Jersey has 32 active Urban Enterprise Zones in 37 municipalities throughout the state. Approximately 6,500 certified UEZ businesses, with over 140,000 full time employees, participate and benefit from the advantages of the UEZ Program, and new businesses are being certified continuously online. Benefits include a number of tax and other financial incentives.

Contact:

☎ (609) 292-1912 or (877) 913-6837





State of New Jersey

Phil Murphy, Governor

Tahesha L. Way, Lieutenant Governor




NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS

101 South Broad Street

Post Office Box 800

Trenton, New Jersey 08625-0800

 (609) 292-6055

 <https://www.nj.gov/dca>