

**STATE OF NEW JERSEY**

**COMMUNITY SERVICES BLOCK GRANT PROGRAM**

**AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009  
STATE PLAN**



**State of New Jersey**  
Jon S. Corzine, *Governor*

**Department of Community Affairs**  
Joseph V. Doria, Jr., *Commissioner*

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### III. EXECUTIVE SUMMARY

#### A. CSBG STATE LEGISLATION

The New Jersey Department of Community Affairs (DCA) is designated to administer the Community Services Block Grant Program under N.J.S.A. 52:27D-7 and as described in the Annual State Appropriation process.

#### B. DESIGNATION OF LEAD STATE AGENCY TO ADMINISTER THE CSBG RECOVERY ACT PROGRAM

As required under Section 676(a) of the Act, the DCA is the lead agency for the State. It was selected to allocate and administer funds to eligible community based organizations, which offer essential services having an immediate impact on the primary needs of low-income individuals and a potentially measurable impact on the causes of poverty.

Designated State Lead Agency: **New Jersey Department of Community Affairs**

Director/Administrator of Designated State Agency: **Joseph V. Doria, Jr., Commissioner**

#### C. PUBLIC INSPECTION REQUIREMENTS

##### 1. PUBLIC INSPECTION OF STATE CSBG RECOVERY ACT PLAN


The State supports maximum feasible participation of all interested individuals and groups in the development and implementation of the CSBG Recovery Act program at the State and local levels as required under Section 676(e)(2) of the Act. It expects local agencies to encourage participation of the public, private and low-income sectors in the planning of activities under the CSBG program.


Copies of the proposed Plan were made available to the community action agency network for their respective review and comments through the New Jersey Community Action Association. Announcement notice appeared in the legal section of the Home News Tribune, Burlington County Times, Courier Post and the Asbury Park Press. The CSBG Recovery Plan was made available for public inspection at DCA on May 21, 2009 in room 121 as well as DCA's website at [www.state.nj.us/dca/dhcr/](http://www.state.nj.us/dca/dhcr/).

### IV. STATEMENT OF FEDERAL AND CSBG RECOVERY ACT ASSURANCES

- A. As part of the plan required by Section 676 of the Community Services Block Grant Act, as amended, (The Act), the designee of the chief executive of the State hereby agrees to the Assurances in Section 676 of the Act, unless otherwise stated in the American Reinvestment and Recovery Act ("Recovery Act") of 2009.
- B. The State further agrees to the following, as required under the Recovery Act:
1. To submit a plan to the Secretary containing information and provisions that describe the programs for which assistance is sought under the Community Services Block Grant program prepared in accordance with and containing the information described in the Recovery Act.
  2. To distribute not less than 99 percent of the Recovery Act allocations made available to the State by the Secretary to make grants to "eligible entities" as defined by Section 673(1) of the CSBG Act for the stated purposes of the Recovery Act.
  3. To make such funds available to eligible entities for obligation during the fiscal year and the succeeding fiscal year, subject to the provisions regarding carryover of unobligated funds as stated in the Appropriations Act. (H.R. 3061)

4. To spend no more than 1 percent of the State allotment received under the Recovery Act for benefits enrollment coordination activities relating to the identification and enrollment of eligible individuals and families in Federal, State, and local benefit programs.
5. To fulfill supplemental reporting requirements for CSBG Recovery Act funds.
6. To provide information describing how the State will carry out activities and services supported by Recovery Act funds.

  
Signature

  
Date

Joseph V. Doria, Jr., Commissioner, New Jersey Department of Community Affairs

**Administrator/Director of Designated Lead Agency**

## V. THE NARRATIVE STATE PLAN

### A. ADMINISTRATIVE STRUCTURE

#### 1. State Administrative Agency

##### a. Role of the State Designated Agency

The New Jersey Department of Community Affairs (DCA) is designated to administer the Community Services Block Grant (CSBG) under the provisions of Public Law 97-35, Omnibus Budget Reconciliation Act of 1981 (OBRA); Public Law 98-668, Human Services Re-authorization Act of 1986; July 6, 1982, Federal Register, "Block Grant Programs: Final Rules;" October 13, 1987, Federal Register, amendment to the "Block Grant Programs: Final Rules;" Public Law 101-501, Augustus F. Hawkins Human Services Re-authorization Act of 1990; P. L. 103-252, Human Services Amendments of 1994 and the Poverty Income Guidelines as required under Section 673(2) of the Act.

The Community Services Block Grant Recovery Act Program 2009-2010 will provide a range of services and activities having a measurable and potentially major impact on the causes of poverty in New Jersey. The activities will be directed toward assisting low-income participants and families. The mission of the NJ Department of Community Affairs' Office of Community Action is to work with the Community Action network of New Jersey to promote family self-sufficiency and healthy communities for low-income people residing in the state. Through the use of Results Oriented Management and Accountability (ROMA) outcomes the State will be able to measure the impact of the CSBG Recovery Act Program and how it impacts the low-income population.

The Community Services Block Grant Recovery Act Plan (Plan) was prepared to comply with all statutory requirements for receiving the CSBG economic stimulus allotment. The Plan will be available for public access at [www.state.nj.us/dca/dhcr/](http://www.state.nj.us/dca/dhcr/) and in DCA prior to and after submission to the Secretary of the U.S. Department of Health and Human Services (HHS) and throughout the award period covered by the Plan.

The Plan sets forth the State's policy goals and objectives, the requirements eligible entities must meet to qualify for funds, and the procedures the State intends to implement in administering the program.

The function of the DCA, as the lead CSBG agency for the state, is to allocate and administer the CSBG Recovery Act Program funds to twenty-five eligible community based organizations, which offer essential services having an immediate impact on the primary needs of low-income individuals and a potentially measurable impact on the causes of poverty. To the maximum extent possible, the State will work with designated agencies to advocate efforts to address the causes of poverty. In addition to the basic requirements contained in contracts between DCA and its eligible entities, the provisions of OMB Circulars A-102, A-110, A-128, A-133, A-087 and A-122 will apply to the administration of the CSBG Recovery Act Program as appropriate.

##### b. New Jersey CSBG Goals and Objectives

The CSBG Recovery Act Program funds are intended to provide services and activities addressing employment, education, better use of available income, housing, nutrition, emergency services and/or health to combat the central causes of poverty. DCA will utilize funds appropriated for the CSBG Recovery Act Program to provide for the implementation of the following goals and objectives which address

the overall Purposes and Principles of Section 3 of the American Recovery and Reinvestment Act (ARRA) of 2009.

**Goal 1: Benefits Enrollment Coordination**

Administer a service delivery system for benefit enrollment coordination activities for the purpose of identifying and enrolling individuals and families in Federal, State, and local benefit programs.

**OBJECTIVE 1:** Strengthen community action agencies knowledge of federal, state, and local benefits programs & their requirements.

**METHODS:**

- Provide training and technical assistance to community action agencies.
- Conduct training workshops on benefits screening tools including health care, food stamps, child care assistance, and tax credits benefits.
- Assist in data production and review of benefit enrollment effectiveness.

**Goal 2: Self Sufficiency**

Provide direction and services that increase the number of individuals who become self-sufficient.

**OBJECTIVE 1:** Increase the resource base of programs designed to eliminate poverty therefore increasing the quality and quantity of programs targeting underserved families and individuals.

**METHODS:**

- Seek and identify additional funding sources that will complement services provided under the CSBG program.
- Fund programs which complement the services provided by CSBG eligible entities.
- Utilize ROMA and standardized Logic Models to determine benchmarks of client/family self sufficiency.

**Goal 3: Improve Community Conditions**

Facilitate improvement of the conditions in which low-income people live.

**OBJECTIVE 1:** Increase the resource base for development of projects designed to improve communities and neighborhoods therefore enhancing the quality of living conditions for underserved families and individuals.

**METHODS:**

- Fund programs that seek to fill identified gaps in service delivery.
- Fund programs which complement the services provided by CSBG eligible entities.
- Fund projects designed to address identified community needs.
- Utilize ROMA and standardized Logic Models to determine the impact of CSBG programs on communities and neighborhoods.

**Goal 4: Collaboration**

Provide direction and resources that increase collaboration among other community based providers, state agencies, local and county governments.

**OBJECTIVE 1:** Respond to local and statewide needs and conditions through the strengthening of communities' ability to coordinate resources and activities designed to eliminate poverty.

**METHODS:**

- Coordinate a minimum of four meetings annually between the New Jersey

Community Action Association and CSBG Staff, allowing time to network, share ideas, and collaborate on similar or complementary projects.

- Collaborate with other statewide and local initiatives that share the vision of eliminating poverty by participating in forums, attending relevant meetings, and sharing information on an on-going basis, to improve linkages to service providers on the state and local levels.
- Staff will share information gleaned from participation in statewide and local forums with Community Action Agencies (CAA) and other state sponsored programs on a regular basis.
- Identify and disseminate information regarding funding opportunities to CAA and other community partners, as appropriate.
- Staff will reach out to other State Departments to develop collaborations that will enhance the effectiveness of the ARRA funds.

**OBJECTIVE 2:** Ensure that CAA are complementary of other community service providers in offering a range of comprehensive services for low-income families and individuals, in an attempt to create measurable impacts on the causes of poverty in the community leading to self-sufficiency for underserved families.

**METHODS:**

- Inventory and assess social service programs provided within the State through the development and continued maintenance of a comprehensive uniform database.
- Fund programs that seek to fill identified gaps in service delivery.

**OBJECTIVE 3:** To increase the participation of community members in an effort to empower residents to respond to the unique problems and needs within their communities.

**METHODS:**

- Assess the needs of targeted neighborhoods and low-income families to identify gaps in services.
- Ensure active participation of low-income residents on local tripartite boards.
- Replicate, as appropriate, programs that have demonstrated effectiveness. The state will use the joint meetings between the Office of Community Action and the New Jersey Community Action network to showcase "Best Practice" models governing programs, service delivery, and the effective/cost efficient administration of the CSBG grant.

**Goal 5: Data Collection and Analysis**

Strengthen the organizations' ability to collect and analyze data and to use that information for the purposes of strengthening and improving programs and achieving measurable outcomes.

**OBJECTIVE 1:** Implement the 12 National Indicators that require CSBG funded Community Action Agencies to report on outcomes that occur as a result of services provided. Standardized Logic Models have been developed to collect data on a uniform basis so reporting accurately reflects program delivery and reporting on CSBG funded activities and programs using CSBG leveraged funds. Software has been disseminated to Community Action Agencies so that data collection is compiled uniformly, thus producing reports and data that better reflect the conditions of poverty (and its' amelioration) in the state.

**METHODS:**

- Implement the 12 National Indicators through the use of standardized Logic Models and ROMA.
- Provide technical assistance on outcomes-based reporting.

**OBJECTIVE 2:** Distribute annual outcomes data to interested parties for the purposes of strengthening and improving programs.

**METHODS:**

- Require Community Action Agencies to submit, at minimum, quarterly reports utilizing the 12 National Indicators.
- Prepare an Annual Report on the CSBG program and distribute to interested parties.
- Recovery funds will be expensed and reported to document effectiveness.

**Goal 6: Needs Assessment/Capacity Building**

Increase, develop, and strengthen programs and services that address the problems identified in the communities' needs assessments.

**OBJECTIVE 1:** Develop and implement innovative and effective community-based strategies attacking the causes and effects of poverty by requiring agency needs assessments as an instrument to determine programs and services.

**METHODS:**

- Assess the needs of targeted neighborhoods to identify gaps in services.
- Collaborate with interested municipalities to develop comprehensive strategic plans designed to address identified needs.
- Fund projects designed to address identified needs.
- Replicate, as appropriate, programs that have demonstrated effectiveness.

**2. Eligible Entities**

New Jersey's Plan for the use of the CSBG Recovery Act funds is formulated on the expectation that not less than 99% of the funds allotted to the State under Section 674 must be made available to eligible entities as defined in Section 673(1) of the CSBG Act. Actual distribution will depend upon Congressional appropriation of the CSBG Recovery Act funds. A maximum 1% of the funds will be utilized for benefit enrollment coordination.

a. New Jersey Community Action Agencies (CAAs) & Limited Purpose Agencies (LPAs)

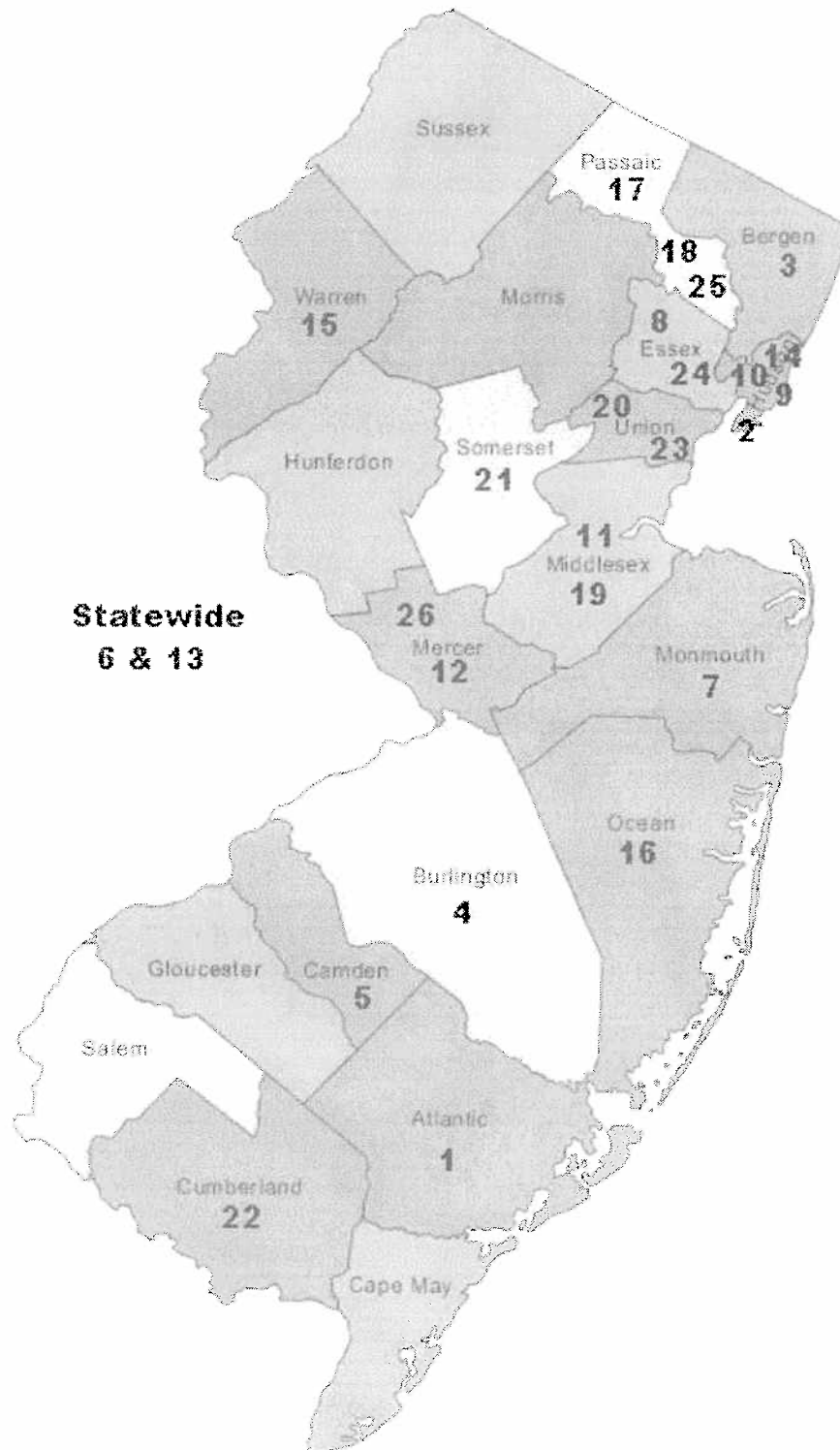
- |  |   |
|--|---|
| 1. Atlantic Human Resources, Inc. (AHR)<br>One South New York Avenue<br>Suite 303<br>Atlantic City, NJ 08401         | 4. Burlington County Community Action Program, Inc. (Burlington CAP)<br>718 Route 130 South<br>Burlington, NJ 08016         |
| 2. Bayonne Economic Opportunity Foundation, Inc. (BEOF)<br>555 Kennedy Boulevard<br>PO Box 1032<br>Bayonne, NJ 07002 | 5. Camden County Council On Economic Opportunity, Inc. (Camden OEO)<br>538 Broadway<br>Camden, NJ 08103                     |
| 3. Bergen County Community Action Program, Inc. (Bergen CAP)<br>241 Moore Street<br>Hackensack, NJ 07601             | 6. Comité de Apoyo a los (LPA) Trabajadores Agrícolas (CATA)<br>4 South Delsea Drive<br>P.O. Box 510<br>Glassboro, NJ 08028 |



7. Check-Mate, Inc.  
910 Fourth Avenue  
Asbury Park, NJ 07712
8. Essex County  
Department of Citizen Services  
Division of Community Action  
50 South Clinton Avenue, Suite 540B  
East Orange, NJ 07018
9. Hoboken Organization Against  
Poverty & Economic Stress, Inc. (HOPES)  
124 Grand Street  
Hoboken, NJ 07030
10. City of Jersey City  
Division of Community Development  
30 Montgomery Street – Suite 404  
Jersey City, NJ 07302
11. Jewish Renaissance Foundation (JRF)  
149 Kearny Avenue  
Perth Amboy, NJ 08861
12. Mercer County  
Division of Community Service  
640 South Broad Street  
Trenton, NJ 08626
13. New Jersey Association on  
Correction, Inc. (NJAC) (LPA)  
986 South Broad Street  
Trenton, NJ 08611
14. North Hudson Community Action  
Corporation, Inc. (NHCAC)  
5301 Broadway  
West New York, NJ 07093
15. Northwest NJ Community Action  
Program, Inc. (NORWESCAP)  
350 Marshall Street  
Phillipsburg, NJ 08865
16. Ocean Community Economic Action  
Now, Inc. (OCEAN, Inc.)  
40 Washington Street  
Toms River, NJ 08754-1029
17. Passaic County  
Department of Human Services  
401 Grand Street Room 417  
Paterson, NJ 07505
18. Paterson Task Force for Community  
Action, Inc. (PTF)  
9 Colt Street  
Paterson, NJ 07505
19. Puerto Rican Action Board, Inc. (PRAB)  
90 Jersey Avenue  
PO Box 240  
New Brunswick, NJ 08903-0240
20. Plainfield Action Services  
City Hall Annex  
510 Watchung Avenue  
Plainfield, NJ 07061
21. Somerset Community Action  
Program, Inc. (SCAP)  
900 Hamilton Street  
P.O. Box 189  
Somerset, NJ 08875-0189
22. Tri - County Community Action Agency,  
Inc. (Tri-County CAA)  
110 Cohansey Street  
Bridgeton, NJ 08302
23. Union County  
Administration Building  
Department of Human Services  
10 Elizabethtown Plaza  
Elizabeth, NJ 07207
24. United Community Corporation, Inc.  
(UCC)  
31 Fulton Street  
Newark, NJ 07102
25. United Passaic Organization, Inc. (UPO)  
41 Myrtle Street  
Passaic, NJ 07055
26. United Progress, Inc. (UPI)  
162 West State Street  
Trenton, NJ 08608

b. Geographic areas served

The DCA currently contracts with twenty-four CAAs and two LPAs, as defined in Section 673(1) of P.L.97-35. Low-income persons throughout the State receive assistance through any one of the twenty-five eligible entities or the entities' delegate agency(ies).



### 3. Distribution and Allocation of Funds

The DCA will use the same funding formula used for grants allocated under the regular annual CSBG appropriations to allocate New Jersey's CSBG Recovery Act award of \$27,391,962. The distribution figures listed below represent 99% of the CSBG Recovery Act funds available.

<u>AGENCY</u>	<u>CSBG Funding</u>
AHR	\$ 1,344,905
BEOF	\$ 246,477
BERGEN CAP	\$ 1,744,090
BURLINGTON CAP	\$ 771,579
CAMDEN OEO	\$ 1,979,850
CATA	\$ 88,595
CHECK-MATE	\$ 1,460,106
ESSEX COUNTY	\$ 1,738,732
HOPES	\$ 232,063
JERSEY CITY	\$ 1,596,740
JRF	\$ 884,813
MERCER COUNTY	\$ 442,050
NJAC	\$ 238,514
NORTH HUDSON CAC	\$ 1,540,479
NORWESCAP	\$ 1,240,420
OCEAN, INC.	\$ 1,379,733
PASSAIC COUNTY	\$ 506,349
PTF	\$ 1,208,271
PLAINFIELD ACTION SERVICES	\$ 267,909
PRAB	\$ 900,068
SCAP	\$ 447,409
TRI-COUNTY CAP	\$ 1,610,135
UNION COUNTY	\$ 1,395,808
UCC	\$ 2,614,795
UPO	\$ 578,684
UPI	\$ 659,468
<b>Total</b>	<b>\$27,118,042</b>

### B. DESCRIPTION OF CRITERIA AND DISTRIBUTION FORMULA

Ninety-nine percent of the CSBG funds provided to New Jersey under the federal FY 2009 CSBG Recovery Act will be allocated to "eligible entities" (i.e. Community Action Agencies) determined by the same funding formula used for grants allocated under the regular annual CSBG appropriation. This formula reflects each agency's prior year funding level and its percentage of the State's low-income population at 125% of the poverty level in service area. Under this formula, eligible entities are held harmless at their base funding levels for the prior funding year.

#### 1. New Jersey's 125% Poverty Guidelines

Section 673(2) of the Omnibus Budget Reconciliation Act (OBRA) of 1981 (42 U.S.C. 9902(2)) requires the Secretary of the Department of Health and Human Services to update, at least annually, the poverty guidelines, which shall be used as an eligibility criterion for the CSBG program. In accordance with the CSBG Recovery Act the DCA will require all eligible entities to apply the last sentence of section 673(2) of the Act by substituting "200 percent" for 125 percent when determining client eligibility for CSBG funded services.

## **2. Allocation and Use of Funds**

Funds awarded to eligible entities pursuant to this plan must be utilized to ensure compliance with Section 675C of the Community Services Block Grant Act. A contract between the DCA and each eligible entity will govern the individual use of funds. DCA may condition the agencies' receipt of CSBG Recovery Act funds on such terms as it deems appropriate, provided the terms are consistent with the federal law governing the Block Grant. The DCA will require justification that the proportion of administrative funds is in appropriate relation to the amount of overall program and other administrative funds available.

CSBG Recovery Act contracts will be awarded with a termination date of September 30, 2010, eliminating the need for carry over balance procedures. Following each objective are measurable methodologies that describe the activities to accomplish the objectives.

## **C. DESCRIPTION OF DISTRIBUTION AND USE OF RESTRICTED FUNDS**

### **1. Benefit Enrollment Coordination**

The Department will award a contract to NJ Community Action Agency (NJCAA), our state association, to administer the service delivery system for benefit enrollment coordination activities for the purpose of identifying and enrolling low-income individuals and families in Federal, State, and local benefit programs. NJCAA will receive 1% of New Jersey's award, \$273,920, to provide training and technical assistance, as well as data production and review to analyze the effectiveness and outcomes of benefit enrollment coordination.

### **2. Recovery Act Purposes**

The funds will further the stated purpose of the Recovery Act by providing short and long-term services and activities addressing employment, education, nutrition, housing, emergency services, asset building and/or health that make meaningful progress towards creating and sustaining economic growth and employment opportunities.

## **D. STATE COMMUNITY SERVICES PROGRAM IMPLEMENTATION**

### **1. Program Overview**

The CSBG Recovery Act funding will provide benefit coordination, employment, education, better use of available income, financial education, asset building, housing, nutrition, emergency services and health programs to help target populations to achieve economic self-sufficiency.

The DCA requested plans from all eligible entities for the FY 2009-2010 CSBG Recovery Act Program in March 2009 with a May 1, 2009 due date for submittals. Applications based on their submitted plans will be submitted on the DCA's State Access to Grants Electronically (SAGE) system in May 2009. Applications will be reviewed by the DCA in the order in which they are submitted. Every attempt will be made to provide assistance to applicants having difficulty completing and submitting the application. Notice of grant awards will be made as completed applications are reviewed and approved for funding.

a. The Service Delivery System of Benefit Enrollment Coordination Activities

Training and technical assistance will be provided to all CAA agencies in New Jersey on federal, state, and local benefits programs. Benefits screening tools including health care, food stamps, child care assistance, and tax credits will be explained and provided if needed. NJCAA will seek partners to work with them to provide this assistance. Community action programs and services are provided in all 21 counties in the State, therefore, the entire state will be covered under this initiative.

b. Description of Recovery Act Projects

EMPLOYMENT

Project Name: Community Job Development

Job developers will work with low-income residents who have completed training through the NJ Department of Labor & Workforce Development, but are still unemployed. The major component of this service is to develop relationships with private sector employers and to gain an understanding of the job placement and hiring process at each employer. Active communication will be maintained with these employers to identify job openings that may not be publicly advertised. The job developers will then coach low-income participants seeking employment to teach them job search skills while helping them find employment. Other support services will insure that frequent barriers to employment, such as transportation and child care, have been mitigated to allow participants to pursue job opportunities.

Project Name: Job Readiness Learning Center

A Job Developer will facilitate the progression along career pathways for program participants. Facilitation is to include but not be limited to placement in basic education classes, job training courses, part or full time employment, apprenticeships, internships, post-secondary education, and/or services with specially-funded work programs. The Job Developer will also incorporate the computer program, Learning Link, to deliver instruction in reading, writing, and math skills; communication, financial literacy, job search, and employability and life skills to adult learners. This computerized learning environment will be staffed with a Learning Link Instructor and be equipped with the necessary computers, software, projector, etc.

Project Name: Drivers License Restoration Program

Individuals seeking employment will be offered assistance with paying New Jersey Department of Motor Vehicle surcharges and restoration fees (a maximum of \$1600.00 per client) to restore driving privileges when appropriate. As a requirement to participate in the program, individuals will be required to submit a current résumé along with 3 to 5 prospective job leads.

Project Name: Early Childhood Job Training Program

On-the-job training for individuals interested in the childcare profession will be provided in an early childhood setting. Each trainee will receive a 6 month stipend. Criminal background and child abuse checks will be conducted at no cost to the trainee. In-classroom experience and support for the trainee on a 6 month rotating basis and up to 40 hours of professional development will be provided.

Project Name: Construction Training

In conjunction with the Office of Employment and Training, a new job training facility will be created. Low-income individuals will be hired and trained in each of three planned 3-month construction training sessions and will be paid during their training experience. Participants in the construction training component will attend classes, as well as take part in on-site training to learn painting, drywall, landscaping, cement/masonry, and flooring installation.

Project Name: Medical Certification

The medical billing program is designed as a hands-on training class in a smaller group setting than a traditional college classes. Participants will receive a medical certification. Medical jobs and careers in the healthcare field have demonstrated a demand despite the economic downturn. Training that is limited in length can quickly create a job placement opportunity with a self-sufficiency wage. Participants will be provided with weekly classes; Certification/Test Preparation and Job Placement Services.

Project Name: Skills Enhancements and Job Training Program

This project will train and place unemployed individuals in growth industries, food service, health care, specialized sewing, video production and a combined chauffeurs drivers license-auto mechanic program. Training agreements will be made with the New Jersey community colleges to place interested and eligible clients in growth area programs offered by the colleges.

Project Name: Employment Training

Low-income individuals will be provided with educational programs that include Adult Basic Education, ESL, GED, computer training, vocational training, and post-secondary education. Participants can receive computer training and data entry with specific skills training in Microsoft Office, hands-on and lab projects. The computer training will be provided four nights per week, during after work hours, for 24 weeks (480 hours of instruction). Another component will provide occupational orientation, automotive and/or auto body repair; paint preparation and detailing. Automotive repair training will be provided four nights per week, for 24 weeks (480 hours of instruction). Students will also participate in job readiness skills such as image enhancement, preparing resumes, interviewing procedures and time management.

#### INFORMATION AND REFERRAL

Project Name: Resource and Referral Program

Services to the low-income population will be provided through a wide range of programs designed to meet the special needs of the target population. The Resource and Referral Program will address the need to coordinate with the CAA programs, and to establish linkages between those programs and those of other social service agencies to ensure effective service delivery to low-income individuals. Case Management and Service Coordination will be utilized to provide information and resource coordination for low-income individuals and families, including Post-TANF families and military families.

## HOUSING ASSISTANCE

Project Name: Homelessness Prevention and Rapid Re-housing Program

The project provides low-income individuals and families at risk of homelessness a one-time rental assistance payment up to \$1,000.00 if they are behind at least three (3) months in their rent. Individuals or families in need of additional assistance will be assisted through other agency programs and/or through referrals to other community resources. This project will also assist individuals and families in need of medium-term rental assistance for rental costs accrued over a period of 4 to 18 months, or who are in need of utility deposits, utility payments, moving cost assistance, and motel and hotel vouchers.

Project Name: Entrepreneurship - Housing Program

Low-income people with viable business proposals will be provided with rental subsidies that will allow for savings within a one year period. The money saved will be the seed money to start a small business. Individuals will also be linked to the Small Business Administration where other resources are available. Average savings will be \$7,200.00 per year.

Project Name: Homeless Prevention Outreach and Financial Assistance - Client Dollars

Housing Assistance Counselors will work with individuals at or below 200% of federal poverty guidelines that are at risk or are experiencing a housing crisis. The Counselors will review housing options, screen for financial assistance for state, federal and local programs, develop a household budget, and help to secure safe and affordable housing. Individuals ineligible for financial assistance may be eligible to receive client assistance dollars allocated for housing assistance.

Project Name: Rental Assistance Program

This project will help eligible clients with up to \$3,000 maintain housing, avoid eviction and prevent homelessness. The project will assist clients facing eviction by helping them to mitigate their arrears and provide a monthly subsidy voucher allowing them to replace income lost due to cutback in hours or temporary lay-off. Through this project clients will be assisted for a maximum of 18 months and receive up to \$400 per month in rent subsidies.

Project Name: Housing Stabilization

A home repair program will be provided for elderly and/or handicapped individuals over a 15 month period to make the homes safe and prevent problems from worsening. In the very worst cases, the program may save families from homelessness or properties from abandonment.

Project Name: Comprehensive Housing Counseling

Assistance will be provided to help financially stretched low and moderate income homeowners obtain loan modification, refinancing or other assistance to ease a difficulty that could cause them to lose their homes. Assistance will also be provided to low to moderate income individuals and families in purchasing a place to live.

Project Name: Homeless Prevention

This project provides a rapid re-housing model, under which homeless families are placed in permanent housing immediately and have their rent subsidized for up to 16 months. Clients will be responsible for up to 30% of the rent with a subsidy covering the balance. Rent levels will be fair market value. Clients will be interviewed to determine their current housing status and underlying reasons for homelessness. An individual service plan will be developed to include financial literacy, budgeting, life skills training, tenancy counseling, and employability skills development to increase employment.

#### IDA AND FINANCIAL LITERACY

Project Name: Client Financial Resources and Credit Counseling

Clients will learn sound financial principles and be assisted in the process and strategy to improve their credit score, correct ineffective money management behaviors and overcome financial indebtedness. They will be guided in developing successful strategies for achieving their financial goals. A qualified Financial Manager/Counselor will develop a curriculum that focuses on the development of personal financial management and introduces the products and services of financial institutions, micro-business programs and Individual Development Accounts.

Project Name: Dollar to Dollars IDA Programs

The Dollar to Dollars IDA Program is a savings program that provides the opportunity for individuals and families to achieve greater self sufficiency and economic stability through owning a home, starting or expanding a business or getting an education. Eligible participants agree to save \$25 to \$160 per month and agree to attend 16 hours of financial education and counseling in order to receive a 2:1 match. The annual savings cap is \$2000 which participants can use for automobile and home rehabilitation. Participants will receive individualized case management, economic educational courses and business and technical planning assistance. The program will also address financial literacy for youth of elementary and high school age who will save for educational tools, such as computers, to assist them in their academic goals.

Project Name: Individual Development Account Program-Match Dollars and Case Management

This project would provide match dollars for the IDA program with a maximum match rate of 3:1, up to \$4,500 per participant. The program will only be available for a 12 month period and will only match savings amounts for the twelve month period. The IDA match dollars would target adults up to 200% of federal poverty rate. Additionally, this IDA program would include an asset approved goal of a vehicle. All IDA participants will include 16 hour of financial literacy classes, eight general hours of financial literacy and eight hours of asset specific training. This will assist clients to obtain and retain their asset, after program graduation. The program will work on a one to one basis with individuals enrolled in the program to save toward an asset goal.



## NUTRITION AND FOOD

### Project Name: Nutritional Food Expansion

This project will purchase fresh fruit and nutritional meals for children that attend the Summer Feeding Program one day a week and nutritional items for the Backpack Program during the school year. This project will also provide food for homeless individuals while they are residing in an emergency shelter.

### Project Name: Urban Farm and Community Kitchen

The urban farm will be developed to provide fresh produce for residents by the Community Action Agency. The produce will be distributed to unemployed or of low-income residents in the region, through a food recovery and distribution program. The farm will also provide a positive educational experience for children through field trips to the farm, where they will receive first-hand education about agriculture and container farming.

In addition, a Community Kitchen will be operated that will distribute a steady supply of nutritious foods, using the urban farm gleaning program. The Community Kitchen will also hold classes on food preservation and distribute canning kits to low-income residents to help facilitate food preservation.

### Project Name: Community Nutrition Program

A Community Nutrition Program will be implemented to provide nutritious meals to low-income individuals, their families and the elderly. The services will be offered to children who are eligible for free lunch but are unable to access that program during the summer months. A nutrition specialist and an assistant will provide nutrition education and counseling to help prevent obesity and other health problems related to unhealthy diet.

The program will also include exercise and physical activity workshops for children. As part of this program, "*I am Moving, I am Healthy*" will be implemented to provide children and their families with the knowledge and skills needed to develop and maintain healthy eating habits and a physically active lifestyle. This program will help the children develop into healthy adults and prevent obesity, diabetes, and other health problems that stem from lack of good nutrition and adequate physical activity.

## HEALTHCARE SERVICES

### Project Name: Healthcare Services

Low-income and/or homeless individuals and families will receive referrals to health agencies that will conduct health screenings. They will be able to receive free and/or affordable prescriptions and access to free and/or affordable healthcare services.

## PARTNERSHIPS

### Project Name: Partnerships

Organizations and agencies, both public and private, will become involved in agreements to expand the resources and provide assistance to clients of the agency in their efforts to improve the delivery of services to their constituents.

c. The Service Delivery System for Recovery Act Projects

<b>PROJECTS</b>	<b>Community Action Programs</b>	<b>Total Number of Participants</b>	<b>Total Amount Budgeted</b>
Employment Services	BCCAP, HOPES, NHCAC, Passaic County, PTF, UPO, UCC, Norwescap, NJ Association on Corrections, Atlantic Human Resources, Camden County, Mercer County, Burlington, Jersey City, CATA, Plainfield, Check-Mate, UPI, Checkmate, JRF, PRAB	<b>4,383</b>	<b>\$8,618,295</b>
I & R: Central Access to Essential Benefits/Case Management	BCCAP, UCC, Norwescap, NJ Association on Corrections, Atlantic Human Resources, Camden County, Mercer County, Burlington, Check-Mate, Union County, JRF, PRAB	<b>7,731</b>	<b>\$2,718,391</b>
Housing Assistance	BCCAP, UCC, Norwescap, NJ Association on Corrections, Atlantic Human Resources, Camden County, Mercer County, Burlington, NHCAC, Essex County, JRF, PRAB	<b>10,009</b>	<b>\$5,594,676</b>
IDA and Financial Literacy	BCCAP, Norwescap, Camden, Burlington, Union County, Check-Mate, Jersey City, Tri-County, Somerset, JRF, PRAB	<b>1,722</b>	<b>\$2,621,811</b>
Nutrition and Food	HOPES,UCC, Norwescap, Tri-County, Somerset, Burlington, Jersey City, BEOF, JRF, PRAB	<b>9,850</b>	<b>\$1,500,654</b>
Healthcare Services	Jersey City, NHCAC, UPI	<b>360</b>	<b>\$829,655</b>
Partnerships	BCCAP, UCC, PRAB	<b>0</b>	<b>\$419,500</b>
Internal Capacity Building	UCC, UPI, Norwescap, PRAB	<b>0</b>	<b>\$530,929</b>
<b>Totals:</b>		<b>34,055</b>	<b>\$22,004,256*</b>

\*This amount as per DHHS excludes the 15% of the 2008 allocation for agencies administration, the 1% allocation for Benefit Enrollment Coordination.

Geographical Service Area

<u>AGENCY</u>	<u>AREA SERVED</u>
ATLANTIC HUMAN RESOURCES BAYONNE ECONOMIC OPPORTUNITY FOUNDATION	Atlantic & Cape May Counties City of Bayonne (Hudson Co.)
BERGEN CAP	Bergen County
BURLINGTON CAP	Burlington County
CAMDEN OEO	Camden County
CATA (FARM WORKERS)	Statewide
CHECK-MATE	Monmouth County
ESSEX CO.	Essex County (ex. City of Newark)
HOBOKEN ORGANIATION AGAINST POVERTY AND ECONOMIC STRESS	City of Hoboken (Hudson Co.)
JERSEY CITY	City of Jersey City (Hudson Co.)
JEWISH RENAISSANCE FOUNDATION	Middlesex County - East
MERCER CO.	Mercer County (ex. City of Trenton)
NJ ASSOCIATION ON CORRECTIONS	Statewide
NORTH HUDSON CAC	Hudson County (ex. Cities of Bayonne, Hoboken & Jersey City)
NORTHWEST NJ COMMUNITY ACTION PROGRAM	Hunterdon, Morris, Sussex & Warren Counties
OCEAN, INC.	Ocean County
PASSAIC CO.	Passaic County (ex. Cities of Passaic & Paterson)
PATERSON TASK FORCE	City of Paterson (Passaic Co.)
PUERTO RICAN ACTION BOARD	Middlesex County - West
PLAINFIELD ACTION SERVICES	City of Plainfield (Union Co.)
SOMERSET CAP	Somerset County
TRI-COUNTY CAP	Cumberland, Gloucester & Salem Counties
UNION CO.	Union County (ex. City of Plainfield)
UNITED COMMUNITY CORPORATION	City of Newark (Essex County)
UNITED PASSAIC ORGANIZATION	City of Passaic (Passaic County)
UNITED PROGRESS, INC.	City of Trenton (Mercer County)

d. Linkages

The New Jersey Community Action network coordinates and establishes linkages between governmental and other social services programs to ensure the effective delivery of such services to low-income individuals and to avoid duplication of such services.

e. Coordination with Other Public and Private Resources

It is the intent of the State to promote community-based planning and encourage the private sector to help ameliorate poverty in the community. Low-income persons in New Jersey's twenty-one (21) counties are currently served by twenty-five (25) community-based agencies. Given New Jersey's diversified population and needs, program diversity is beneficial provided that local priorities are consistent with the intent and requirements of the CSBG Act.

The State already encourages its designated agencies to coordinate their planning and service delivery with each county's Human Services Advisory Council (HSAC) planning process. Such coordination insures that local resources are used effectively to address the most pressing needs of low-income people. Priorities from needs

assessments include, but are not limited to, education, job training, economic development, health care, and child care, all of which address the causes of poverty.

f. **Innovative Community and Neighborhood-based Initiatives**

The State requires that local agencies identified as eligible for funding provide a range of services and activities having a measurable and potentially major impact on the causes of poverty in the areas to be served through the implementation of innovative programs. Additionally, the state will invite relevant representatives from the public, private, and local sectors to meetings held between the NJ Department of Community Affairs and the Community Action Agencies to address possible linkages for the better administration of CSBG services.

**2. Community Needs Assessment**

In accordance with P. L. 103-252, Human Services Amendments of 1994, Section 675(c)(13), States are required to secure from each eligible entity, as a condition of funding, under the CSBG Act, a community action plan which includes: (1) a community needs assessment; (2) a description of the service delivery system targeted to low-income individuals and families in the service area; (3) a description of how linkages will be developed to fill identified gaps in services through information, referral, case management, and follow up ; (4) a description of how funding under the Act will be coordinated with other public and private resources; and (5) a description of outcome measures to be used to monitor success in promoting self-sufficiency, family stability and community revitalization. The DCA requires that the CAAs complement existing needs assessments with targeted needs assessments for their target population. All CAAs must submit their latest community needs assessment to the NJ Office of Community Action with their application.

**E. FISCAL CONTROLS AND MONITORING**

**1. State Program Monitoring**

On-site visits are conducted by DCA program representatives on a regular basis to ensure that contractual obligations are being fulfilled, programmatic goals are being achieved, and that services are being provided in a timely, efficient, and effective manner. Program representatives are responsible for identifying potential and actual problems, and aiding agencies in implementing corrective actions. If deficiencies are identified, a corrective action plan must be developed giving the agency time for remediation. All community based agencies, at a minimum, receive a full on-site review every three years. All of the community action agencies received a full on-site monitoring visit in 2008. Agencies that submit a corrective action plan are re-visited within the year.

- a. DCA program representatives ensure that all compliance requirements are addressed by the local agencies utilizing a standardized Field Monitoring Report. All monitoring reviews and reports are standardized and consistent. DCA program representatives are responsible for providing or arranging for training and technical assistance to local agencies in areas of program planning, management, board responsibilities, duties and procedures.

A Fiscal Report and Logic Models are filed by every agency on a quarterly basis. This report is due no later than 5 days after completion of the quarter. In order to receive reimbursement for expenses, the fiscal report must be accompanied by a signed invoice for payment.

All agencies are also contractually required to submit Logic Models on their activities. Additionally, DCA program representatives conduct annual evaluations on the administration and service delivery of the Community Services Block Grant recipient agencies.

An auditing firm currently under contract with the State of New Jersey provides fiscal and program monitoring of CSBG grantees. An entrance conference is conducted prior to the monitoring. After each monitoring visit the firm produces a completed monitoring instrument, a summary report highlighting all findings and conducts exit conference with the Executive Director or his/her designee.

- b. Presently each of New Jersey's twenty-one counties are served by one or more CAA or LPA to ensure that low-income persons throughout the state receive assistance through any one of the twenty-five eligible entities or the entities' delegate agency(ies). Should there be a need for a newly designated entity, the state will comply with the requirements under Section 678(B) of the Act.
- c. The agencies must ensure compliance with applicable federal and state requirements and that the performance goals and objectives are being achieved in accordance with the Agreement. The agencies must continually monitor the performance of the CSBG supported activities to ensure that time schedules are being met, projected outcome units by time periods are being accomplished, and other performance goals and objectives are being achieved in accordance with the activities delineated.
- d. The agencies shall inform the NJ Department of Community Affairs in writing of the following types of conditions that may affect project objectives and performance as soon as they become known:
  - (i) Problems, delays, or adverse conditions which will materially affect the ability to attain project objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any Department assistance needed to resolve the situation.
  - (ii) Favorable developments or events that enable the time schedules and goals to be met sooner than anticipated or at less cost or to produce more work units than originally projected.

The Department may, at its discretion, make site visits to:

- (iii) Review project accomplishments and management control systems;
- (iv) Provide such technical assistance as may be required; and
- (v) Perform fiscal reviews to ensure that funds are being properly expended and in a timely manner.

e. Eligible Entities and Date of Audit

Agency Name	Last Audit Received	Agency Name	Last Audit Received
AHR	July 7, 2008	Paterson Task Force	August 18, 2008
BEOF	October 16, 2008	PRAB	September 24, 2009
Bergen CAP	March 31, 2009	Somerset CAP	May 11, 2009
Burlington CAP	November 14, 2008	Tri-County	February 25, 2009
Camden OEO	November 26, 2008	UCC	October 19, 2007
CATA	September 24, 2008	UPO	November 6, 2008
Check-Mate	November 12, 2008	UPI	June 30, 2008
HOPES	January 28, 2009	County of Essex	November 31, 2008
JRF	March 2, 2010	Jersey City	March 5, 2008
NJ Association on Correction	January 28, 2009	County of Mercer	December 14, 2008
North Hudson CAC	November 26, 2008	County of Passaic	November 14, 2008
NORWESCAP	April 6, 2009	Plainfield City	February 25, 2008
Ocean	September 15, 2008	Union County	August 11, 2008

**2. Corrective Action, Termination and Reduction of Funding**

DCA may suspend funding to a grantee when a monitoring, evaluation or independent audit report indicates noncompliance with an established policy, approved program, contract requirement, accounting procedure or fiscal control requirement. If problems identified are not corrected, DCA may terminate its contract with the local agency and reallocate the remaining funds to another eligible grantee. Action to reduce or terminate funding will not be taken until communication with the Governing Board fails to produce corrective action acceptable to DCA. DCA will consider the record, as well as past performance of the local agency, before reaching any determination. All reductions and terminations of funding for cause will be carried out in compliance with the provision of the 1991 New Jersey Community Action Agency Act and Section 678C of the Community Services Block Grant Act.

For the purpose of making a determination with respect to termination or a reduction below the proportional share of funding agencies received in the previous fiscal year, the term "cause" includes:

- a. A Statewide redistribution of funds under CSBG to respond to:
  - The results of the most recently available census or other appropriate data.
  - The establishment of a new eligible entity.
  - Severe economic dislocation.
  
- b. Non-compliance with corrective measures to bring any agency or organization into compliance with the terms of its agreement to provide services under the CSBG Act. An agency's funds will only be withheld in the event that a corrective action plan's requirements for compliance are not accomplished within a time limit specified by the DCA.

An aggrieved community action agency shall be entitled to an administrative hearing in accordance with the "Administrative Procedure Act," P.L.1968, c 410 (C.52:14B-1 et seq.), and the Uniform Administrative Procedure Rules, N.J.A.C. In accordance with the "Administrative Procedure Act," the Commissioner or designee shall issue the final decision in all cases. The request for hearings and appeals shall be filed with the Commissioner within 15 days of the receipt of the Department of

Community Affairs decision.

If requested by the community action agency, the Commissioner's decision regarding the termination or reduction of funding shall be subject to the review of the Secretary of the U.S. Department of Health and Human Services, consistent with the CSBG Act.

### **3. Tracking**

The Department of Community Affairs (DCA) utilizes a grant tracking system known as System for Administering Grants Electronically (SAGE). All grants awarded under the Recovery Plan will have individual contracts issued via SAGE. All Recovery funds will be tracked separately from FY '09 CSBG funds. Each grant awarded under the CSBG Recovery funding will have a different contract. These contracts are separate and in addition to the CSBG contract awarded under the FY '09 CSBG appropriation.

Financial Status Reports (FSR) are submitted via SAGE. A grant manager reviews and provides initial approval for all FSRs. The Office Community Action administrator provides the second level approval for payments. The Division of Community Resources' fiscal office processes the payment. Final payment authorization is provided by the Department's fiscal office.

Each grantee is required to submit a quarterly FSR report unless more frequent reporting is a requirement for the Recovery funds. Annual 269 forms will be utilized to report expenditures to the US Department of HHS unless more frequent reporting is required. Quarterly financial reports will be sent to the State's Office of Management and Budget.

## **F. REPORTING AND REGISTRATION REQUIREMENTS**

In accordance with Section 1512 of the American Recovery and Reinvestment Act of 2009, Public Law 111-5, the designee of the chief executive of the state hereby agrees to the following reporting and registration requirements:

- a. This award requires the recipient to complete projects or activities which are funded under the American Recovery and Reinvestment Act of 2009 ("Recovery Act") and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.
- b. The reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act.
- c. Recipients and their first-tier recipients must maintain current registrations in the Central Contractor Registration ([www.ccr.gov](http://www.ccr.gov)) at all times during which they have active federal awards funded with Recovery Act funds. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number ([www.dnb.com](http://www.dnb.com)) is one of the requirements for registration in the Central Contractor Registration.
- d. The recipient shall report the information described in section 1512(c) using the reporting instructions and data elements that will be provided online at [www.FederalReporting.gov](http://www.FederalReporting.gov) and ensure that any information that is pre-filled is corrected or updated as needed.

## **VI APPENDICES**

### **A. CERTIFICATION BY NEW JERSEY GOVERNOR**





**State of New Jersey**

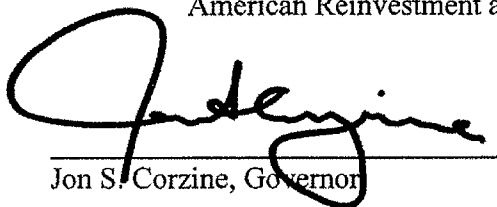
OFFICE OF THE GOVERNOR  
PO Box 001  
TRENTON NJ 08625-0001

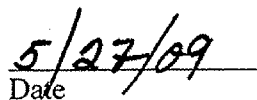
JON S. CORZINE  
*Governor*

**CERTIFICATION**

By his signature below, New Jersey Governor and Chief Executive Officer Jon S. Corzine designates the NJ Department of Community Affairs to act as lead State agency for the administration of the following grant programs.

1. Community Services Block Grant
2. Community Services Block Grant,  
American Reinvestment and Recovery Act of 2009

  
\_\_\_\_\_  
Jon S. Corzine, Governor

  
\_\_\_\_\_  
Date

## **B. DOCUMENTATION OF PUBLIC INSPECTION**

1. Notice of Public Inspection
2. Affidavit of Publication - Asbury Park Press
3. Affidavit of Publication - Burlington County Times
4. Email to New Jersey Community Action Agencies
5. Email to Courier Post
6. Email to Home News Tribune

NOTICE OF PUBLIC INSPECTION  
ON THE  
NEW JERSEY DEPARTMENT  
OF COMMUNITY AFFAIRS  
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
COMMUNITY SERVICES BLOCK GRANT PROGRAM

Please take notice that the New Jersey Department of Community Affairs, Division of Housing and Community Resources, Office of Community Action, is providing public notice regarding the New Jersey State Plan and Grant Application for the U.S. Department of Health & Human Services' (DHHS) American Recovery and Reinvestment Act of 2009 (ARRA) Community Services Block Grant (CSBG) Program.

The CSBG Recovery Plan is available for public inspection at <http://www.nj.gov/dca/divisions/dhcr/offices/comact.html>. Comments on the Plan will be accepted through May 27, 2009.

Please submit comments on the CSBG Recovery Plan

- Email comments to: [csbgprogram@dca.state.nj.us](mailto:csbgprogram@dca.state.nj.us)
- Send comments to:
  - NJ Office of Community Action
  - New Jersey Department of Community Affairs
  - Division of Housing and Community Resources
  - PO Box 811, 5th Floor
  - Trenton, NJ 08625-0811
- The Plan will be available for public inspection & written comments on May 21 at the NJ Department of Community Affairs, 101 South Broad Street, Trenton, NJ in Room 129 from 2:00 pm to 3:00 PM.

For additional information:

Contact Person: Rubin Alicea  
Phone #: (609) 292-5855  
Email: [Ralicea@dca.state.nj.us](mailto:Ralicea@dca.state.nj.us)

# Affidavit of Publication

Publisher's Fee \$46.98 Affidavit \$35.00

State of New Jersey }  
Monmouth/Ocean Counties } SS.

Personally appeared **Manju Gupta**

Of the **Asbury Park Press**, a newspaper printed in Freehold, New Jersey and published in Neptune, in said County and State, and of general circulation in said county, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

5/19/09

JOHN L. FAGAN  
NOTARY PUBLIC OF NEW JERSEY  
MY COMMISSION EXPIRES APRIL 14, 2013

A.D. 2009

Manju Gupta  
Sworn and subscribed before me, this  
19 day of **May**, 2009

John L. Fagan  
Notary Public of New Jersey

## STATE OF NEW JERSEY

NOTICE OF PUBLIC  
INSPECTION  
ON THE  
NEW JERSEY  
DEPARTMENT  
OF COMMUNITY  
AFFAIRS  
AMERICAN  
RECOVERY AND  
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New Jersey  
Department of  
Community Affairs  
Division of Housing  
and Community  
Resources  
PO Box 811,  
5th Floor  
Trenton, NJ  
08625-0811  
\*The Plan will be  
available for public

inspection & written  
comments on May  
21 at the NJ Depart-  
ment of Community  
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ton, NJ in Room 129  
from 2:00 pm to  
3:00 PM.  
For additional  
information:  
Contact Person: .  
Rubin Alicea  
Phone #  
(609) 292-5855  
Email: [Ralicea@dca.state.nj.us](mailto:Ralicea@dca.state.nj.us)  
(346.98) 960764

State of New Jersey }  
County of Burlington } SS.

NJ DEPT OF COMM AFFAIRS  
PO BOX 811  
TRENTON, NJ 086250811

Ad Content Proof

NOTICE OF PUBLIC  
INSPECTION  
ON THE  
NEW JERSEY  
DEPARTMENT  
OF COMMUNITY  
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AMERICAN RECOVERY  
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Rubin Alicea

Phone #: (609) 292-5855

Email:  
[Ralicea@dca.state.nj.us](mailto:Ralicea@dca.state.nj.us)

Adv. Fee: \$42.48  
BCT: May 19, 2009  
Aff. Chg.: \$20.00

2-017057003  
0005673098-01

Laurie Clark being duly sworn or affirmed according to law, deposes and says that she is the Legal Billing Coordinator of the BURLINGTON TIMES, INC. Publisher of the "Burlington County Times" and that a copy of a notice published in such paper on

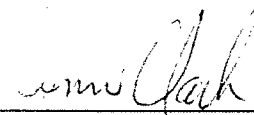
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May 19, 2009  
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appears hereto, exactly as published in said newspaper



LEGAL BILLING CO-ORDINATOR

Sworn and subscribed to before me this 19th day of May 2009 A.D.



Ann Clark  
My Commission expires on  
May 04, 2010

**Swartz, Pat**

**From:** Julian, Laura  
**Sent:** Wednesday, May 20, 2009 10:08 AM  
**To:** Swartz, Pat  
**Cc:** Rodriguez, Willie; Alicea, Ruben  
**Subject:** FW: Public Notice- CSBG Reinvestment & Recovery Plan  
**Importance:** High

**From:** Julian, Laura  
**Sent:** Wednesday, May 20, 2009 10:06 AM  
**To:** ajordan@njaconline.org; akelly@tricityca.org; Aliya Anderson; Angelo Venezia (abovenezia@aol.com); Arnold Byrd (abyrd@cccceo.com); catamn@aol.com; catanj@aol.com; Christopher F. Irizarry (cirizarry@nhcac.org); Darice Bell (darice@jcnj.org); DTODD@TRICOUNTYCAA.ORG; Ed Lyons (elyons@unitedpassaic.org); Eleanor Tiefenwerth (admin@beof.org); Floyd Melvin (floydmel@aol.com); gberry@check-mateinc.org; Isaac Dorsey (idorsey@somersetcap.org); imtheh00k@aol.com; Joseph Gaynor (mrjegsr@atlhmrccs.com); Leslie Dona (ldona@unitedprogress.org); Marygrace Billek (mbillek@mercercounty.org); mmattaliano@mercercounty.org; newhardt@norwescap.org; Ora Welch (owelch@hopes.org); Pamela Owen (pamelao@passaiccountynj.org); pdhunt@njcaanet.org; Priscilla L. Castles (pcastles1@verizon.net); Rev. Ronald Huff (patersontaskforce@verizon.net); Robert F. Halsch Jr. (robert.halsch@bergencap.org.); Robert Nartey; Sandra Sinon; Silas Townsend (stownsend@bccap.org); Theodore Gooding (Business Fax); trinkleg@norwescap.org; Trisha Stone (tstone@ucnj.org); Wayne Griffith (wgriffith@njcaanet.org); Winona Cleveland (winonac@passaiccountynj.org)  
**Subject:** Public Notice- CSBG Reinvestment & Recovery Plan  
**Importance:** High

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Please submit comments on the CSBG Recovery Plan –

- Email comments to: [csbgprogram@dca.state.nj.us](mailto:csbgprogram@dca.state.nj.us)
- Send comments to:  
NJ Office of Community Action  
New Jersey Department of Community Affairs  
Division of Housing and Community Resources  
PO Box 811, 5th Floor  
Trenton, NJ 08625-0811

**Swartz, Pat**

---

**From:** Margraf, Pam  
**Sent:** Monday, May 18, 2009 11:46 AM  
**To:** 'legals@courierpostonline.com'  
**Cc:** Swartz, Pat; Goodman, Shanel  
**Subject:** RE: Public Notice Run for 5/19/09

Thank you. Please send a tear sheet and send the bill to:

Ms. Shanel Goodman  
New Jersey Department of Community Affairs Division of Housing and Community Resources  
P.O. Box 811 Trenton, NJ 08625-0811

Thanks again. Pam Margraf

-----Original Message-----

From: legals@courierpostonline.com [mailto:legals@courierpostonline.com]  
Sent: Monday, May 18, 2009 2:35 PM  
To: Margraf, Pam  
Subject: Re: Public Notice Run for 5/19/09

will run ad on 5/19

Beverly

Quoting "Margraf, Pam" <pmargraf@DCA.state.nj.us>:

> I would like to place the attached notice in the legal section of the  
> Courier Post for run date, 5/19/09. It should be a one column. Will  
> we make the run?  
>  
> Thank you. Pam Margraf on behalf of Shanel Goodman, NJ Department of  
> Community Affairs, Division of Housing and Community Resources.  
>  
>  
> Pamela Margraf  
>  
> 609-633-6061  
>  
>  
>

---

This message was sent using IMP, the Internet Messaging Program.



**Swartz, Pat**

---

**From:** Margraf, Pam  
**Sent:** Monday, May 18, 2009 12:26 PM  
**To:** 'LEGALS, HNT'  
**Cc:** Swartz, Pat; Goodman, Shanel  
**Subject:** RE: Public Notice Run for tomorrow 5/19/09

That will be fine. Please run for wed. 5/20/09. Pam Margraf

---

**From:** Williams, Cathy [mailto:cmwilli@asbury.gannett.com] **On Behalf Of** LEGALS, HNT  
**Sent:** Monday, May 18, 2009 12:16 PM  
**To:** Margraf, Pam  
**Subject:** RE: Public Notice Run for tomorrow 5/19/09

we are working on ads for wednesday 5/20...

---

**From:** Margraf, Pam [mailto:pmargraf@DCA.state.nj.us]  
**Sent:** Monday, May 18, 2009 11:06 AM  
**To:** LEGALS, HNT  
**Cc:** Swartz, Pat; Goodman, Shanel  
**Subject:** Public Notice Run for tomorrow 5/19/09

I would like to place the attached notice in the legal section of the Home News Tribune for run date, 5/19/09. It should be a one column. Will we make the run?

Thank you. Pam Margraf on behalf of Shanel Goodman, NJ Department of Community Affairs, Division of Housing and Community Resources.

Pamela Margraf  
609-633-6061