



**State of New Jersey**  
**DEPARTMENT OF COMMUNITY AFFAIRS**  
101 SOUTH BROAD STREET  
PO Box 811  
TRENTON, NJ 08625-0806

JON S. CORZINE  
GOVERNOR

JOSEPH V. DORIA, JR.  
COMMISSIONER

**PROGRAM POLICY BULLETIN # 09-03**

**DATE:** June 24, 2009

**TO:** NJ Community Action Agency (CAA) Executive Directors

**AFFECTED PROGRAMS:** Private, Non-Profit Community Action Grantees

**SUPERSEDES:** Policy Bulletin #04-3, #08-03

**SUBJECT:** **Private, Non-profit Tripartite Board Requirements**

**POLICY SUMMARY:** CSBG Act states in section 678B (a) “(1) In order for a private, non-profit entity to be considered to be an eligible entity for the purpose of section 673(1), the entity shall administer the community services block grant program through a tripartite board described in the paragraph (2) that fully participants in the development, planning, implementation, and evaluation of the program to serve low-income communities.”

No fewer than 1/3 of the members shall be low income members who reside in the neighborhood represented and be democratically selected.

One-third of the board members shall be elected public officials, holding office on the date of selection OR their representatives OR appointed, by the elected officials, public officials OR their representatives.

The remaining members are officials or members of major groups or interest in the community. They are normally representatives from business, industry, labor, religious, law enforcement, and education.




Whenever the tripartite board compliance requirement is not met the agency shall fill the vacant position within 90 days from when the seat was vacated.

**DISCUSSION:**

At a minimum the Tripartite Board must consist of at least 1/3 low income consumer, 1/3 public officials and the remaining positions representatives from other major groups or interests in the community.

Please contact your NJDCA/DCR Regional Representative should you have any questions regarding this issue.

SIGNED:   
Mary Ann Barkus, Manager  
Community Services Element  
Division of Housing & Community Resources

c. Paul G. Stridick, AIA, Director  
CSBG Related State Staff