



Enrollment Period

Participants are certified for four years and may renew their certification for additional four-year terms. Participants can continue program services as long as needed; a participant may voluntarily withdraw from the program at any time.

Program Materials

Once the ACP receives and processes a program application, the ACP sends the new participant household a "Welcome Packet" that contains program instructions, forms and authorization cards. The authorization cards reflect the assigned substitute address. Program participants must present their authorization card when creating or changing public record.

Participant Confidentiality

Enrolling in the ACP protects some (but not all) types of information:

Confidential Information

- Actual street address
- mailing address, if different
- city of residence
- county of residence
- voting precinct
- phone number
- unique identifying information related to a participant's home, work or school address

Non-Confidential Information

- ACP participant status
- Date of ACP enrollment
- A participant's substitute address
- State of residence
- Records created over 90 days prior to ACP enrollment
- Information voluntarily provided by the participant to a state or local government agency

Requesting Additional Confidentiality

The New Jersey Law includes Protected Records request. If a participant submits a written request for additional confidentiality to a state or local government agency the following information (in addition to the above confidential information) shall not be made available on the internet. For example:

- Personal e-mail address
- Photographs of the participant



Verification of Participation of Third Parties

The ACP can verify a participant's enrollment in the program, as well as whether an ACP authorization card is current and valid. ACP will not release the confidential information listed above.

Emergency Release of Participant Address Information N.J.R.S 47:4-1 et seq.

The ACP is required to release a participant's address to the courts or law enforcement. Requesting officials must meet the requirements set out in the statutes. No information will be release unless all requirements are met.

Eligibility Requirements

The applicant must be a victim or survivor of sexual assault, domestic violence, stalking or reproductive health care providers or patients who fears for their safety.

Co-applicants can be listed on the application, if they reside with an enrolling survivor, and their enrollment will contribute to the survivor's safety. Co-applicants can be children or adults, but all adults must understand and agree to enrollment terms before signing the application.

The applicant must have made a report to the courts or law enforcement.

The applicant has relocated or is planning to relocate.

Enrollment process

1. Meet with an Application Assistant a person who provides counseling, referral or other direct victim services, and has been trained and registered by the ACP. A listing of enrolling agencies is found at the end of this page. (click for link)
2. You and the Application Assistant will discuss your eligibility for the ACP and assess whether the program is a good fit for the individual. Application Assistants are not employees of the ACP. At this time, only the Application Assistants can make ACP referrals and submit applications.
3. If you and the Application Assistant determine that the ACP should become part of your overall safety plan, you and the application assistant will complete and sign the ACP application form together. Anyone you intend to list as a co-applicant who is 18 years of age or older must be present at the meeting to sign the application form.
4. The Application Assistant submits the application to ACP through the mail and the application is processed within one to two business days.
5. The ACP assigns your household a substitute address and mails you a welcome packet containing the program information, guidance related forms and participant cards with instructions for finalization.



DIVISION ON
WOMEN



NEW JERSEY DEPARTMENT OF
CHILDREN AND FAMILIES

Application Assistant Locations

To begin the enrollment process, contact an application center in your area and request a meeting with an application assistant a listing of application assistants and enrolling agencies can be found here, [\(click\)](#)