

DEPARTMENT OF COMMUNITY AFFAIRS

OVERVIEW

The Department of Community Affairs represents the State's commitment to respond to the needs, and advocate solutions to the problems, of local governments and select community groups. It inter-relates a broad range of functions and programs – housing assistance, building safety standards, local government financial assistance and oversight, services to the aging, the disadvantaged and other social groups with unique needs – through the common bond of concern for the fabric of community life.

The Community Development Management component of the Department's budget focuses resources on the fiscal affairs of units of local government, on community housing needs and on upholding safety codes and standards for buildings and structures. The 1996 budget continues to convey substantial amounts of state aid to municipalities, much of which is targeted to the state's neediest areas. \$813 million in state aid payments are recommended, which will enable local officials to meet essential public safety and other service needs and to avert burdensome levels of property taxation. The Department's oversight of local budgetary practices and fiscal affairs, and other programs of local assistance, help maintain the quality and integrity of New Jersey local governments.

This budget features the merger of twelve separate unconditional programs into a single Consolidated Municipal Property Tax Relief Aid program, at once simplifying the system and stabilizing municipal aid entitlements. The budget also includes a unified, standard timetable for payment of aid which enhances municipal cash flow and facilitates investment planning by local officials.

This budget maintains resources for housing assistance programs at current levels, furthering efforts to put more units of safe, decent housing within the financial grasp of low and moderate income households. These programs also serve to prevent homelessness, to fund shelters for the homeless and to preserve viable neighborhoods. Administration of multiple dwelling, construction and fire safety codes and standards are also funded at levels to sustain or make modest improvements over current efforts.

The Social Services component of the Department's budget funds community-based assistance programs and statewide advocacy efforts targeted to the needs of groups such as women, the elderly, Hispanic citizens and economically disadvantaged persons. For Fiscal Year 1996 resources will be adequate to continue at current levels the wide variety of services and programs – nutritional and daily living support for elderly citizens, aid to community resource and action centers, assistance to displaced homemakers, victims of domestic violence, Hispanic citizens, and the urban poor, provision of guardianship services and protection of the institutionalized elderly – that the Department employs to enhance New Jersey's communities. This budget will allocate \$16.2 million in state funds and \$53.5 million in Federal funds, in the form of payments to community organizations and local governments, to help deliver these services.

SUMMARY OF APPROPRIATIONS BY PROGRAM
(thousands of dollars)

Year Ending June 30, 1994					Year Ending June 30, 1996			
Orig. & (S)Supplemental	Reapp. & (R)Recpts.	Transfers & (E)Emergencies	Total Available	Expended	1995 Adjusted Approp.	Requested	Recommended	
Community Development Management								
4,344	287	-143	4,488	4,280	Housing Code Enforcement	5,200	4,516	4,516
4,230	51	50	4,331	4,331	Housing Services	3,155	3,117	3,117
3,324	43	78	3,445	3,443	Local Government Services	3,378	3,352	3,352
3,465	1,268	-118	4,615	4,199	Uniform Construction Code	3,792	3,427	3,427
1,271	—	34	1,305	1,303	Boarding Home Regulation and Assistance	1,144	1,135	1,135
3,985	2,809	-1,444	5,350	5,341	Uniform Fire Code	4,154	3,863	3,863
20,619	4,458	-1,543	23,534	22,897	<i>Subtotal</i>	20,823	19,410	19,410
Social Services Programs								
303	—	10	313	313	Community Resources	320	319	319
720	—	7	727	726	Programs for the Aging	811	802	802
314	—	21	335	334	Ombudsman's Office	308	305	305
929	—	-7	922	921	Women's Programs	948	942	942
792	—	9	801	799	Office of the Public Guardian	744	744	744
3,058	—	40	3,098	3,093	<i>Subtotal</i>	3,131	3,112	3,112

COMMUNITY AFFAIRS

Year Ending June 30, 1994					Year Ending June 30, 1996		
Orig. & (S)Supple- mental	Reapp. & (R)Recpts.	Transfers & (E)Emer- gencies	Total Available	Expended	1995 Adjusted Approp.	Requested	Recom- mended
2,759	—	114	2,873	2,872	Management and Administration		
					Management and Administrative Services		
					2,748	2,677	2,677
2,759	—	114	2,873	2,872	<i>Subtotal</i>		
					2,748	2,677	2,677
26,436	4,458	-1,389	29,505	28,862	<i>Total Appropriation</i>		
					26,702	25,199	25,199

40. COMMUNITY DEVELOPMENT AND ENVIRONMENTAL MANAGEMENT

41. COMMUNITY DEVELOPMENT MANAGEMENT

OBJECTIVES

1. To maintain the fiscal integrity of local government units, and provide intense financial, professional, and technical assistance in strengthening their fiscal, managerial and functional systems.
2. To continue neighborhood preservation and balanced housing activities throughout the State by providing grants and technical assistance to municipalities for the establishment of neighborhood rehabilitation programs, the development of revitalization strategies, and construction of low and moderate income housing.
3. To provide for the protection of the health, safety, welfare and rights of the residents of the State's rooming and boarding homes.
4. To preserve the existing multi-family housing stock in the State and protect the health and safety of the occupants.
5. To protect the public safety by ensuring that all buildings constructed in New Jersey meet required uniform construction standards.
6. To ensure that all the areas of the State are protected by a uniform, minimum fire safety code and that uniform and thorough fire safety inspections protect the public wherever buildings which pose a serious life safety hazard are found.
7. To administer the Safe and Clean Neighborhoods program, the Supplemental Safe Neighborhoods program and the Supplemental Fire Services program and to continue to provide for uniformed public safety personnel and neighborhood revitalization.
8. To protect purchasers of units in condominiums, cooperatives, retirement communities and other planned real estate developments by regulating such developments and requiring full and fair disclosure in their disposition.
9. To provide federal rental assistance payments to low income families and rehabilitation of existing housing units, with a special emphasis on services to the mentally and physically handicapped.
10. To provide a central staff agency to serve as a clearinghouse and information and referral service on general municipal law, local government problems and matters of concern to local officials.
11. To maximize the effectiveness of existing landlord/tenant laws and regulations by means of programs of information, education, training, outreach and enforcement, and to perform functions mandated by the Truth in Renting Act and tenants' rights legislation.
12. To continue providing to the residents of the State the opportunity to acquire low and moderate income housing through the efforts of the Council on Affordable Housing.
13. To continue addressing the needs of the homeless through prevention measures and to provide adequate shelter through rehabilitation and expansion of existing shelters.
14. To continue the orderly development of the Hackensack Meadowlands emphasizing solid waste management, the development of DeKorte Park and mass transit needs while ensuring the environmental integrity of the 20,000 acre district.

PROGRAM CLASSIFICATIONS

01. **Housing Code Enforcement.** Inspects, registers and issues appropriate certificates of registration and occupancy for hotels, motels and multiple dwellings; encourages participation in the cooperative housing inspection program; and maintains a statewide inventory of hotels and multiple dwellings.
02. **Housing Services.** Provides services in such areas as Truth in Renting (C46:8-43), the Relocation Assistance program (C52:31B-1), the Neighborhood Preservation program (P.L. 1975, c.248 and c.249), the Balanced Housing program (Fair Housing Act of 1985, C52:27D-10), the regulation of limited dividend and non-profit housing agencies (C55:16-1 et seq.), assistance to established housing authorities (C55:14A-1) and redevelopment agencies (C40:55C-1), and administers a federally funded leased housing assistance program, the Small Cities Community Development Block Grant program and the HOME Investment Partnerships program. The Prevention of Homelessness program provides assistance for the homeless by providing emergency accommodations, rental assistance and interest rate subsidies to low and moderate income families for affordable housing. The Shelter Assistance program provides assistance for construction and operation of emergency shelters for the homeless.
04. **Local Government Services.** Provides assistance to local governments and authorities in developing and strengthening managerial, planning and financial competence; provides research on local government finance and other operational data.
06. **Uniform Construction Code.** Ensures that all buildings are constructed to meet uniform standards; ensures that all local construction code officials are competent through a licensing program and all pre-manufactured buildings shipped into the State conform to the code (C55:13A-1, C52:27B-119); administers the New Home Warranty program (C46:3B-1 et seq.); and enforces the Planned Real Estate Full Disclosure Act (C45:22A-1).
12. **Boarding Home Regulation and Assistance.** Provides for the health, safety and welfare of all those who reside in rooming and boarding houses in the State; promotes the growth and continued improvement of boarding homes; and ensures that all State agencies work in unison for the protection and care of the residents of rooming houses, boarding houses and residential health care facilities. Provides rental assistance to residents of boarding homes for rental payments necessitated by the construction or acquisition of life safety improvements through the Boarding House Rental Assistance Fund.
18. **Uniform Fire Code (C52:27D-192 et seq.).** Provides for public education programs to inform the general public on fire prevention, coordinates volunteer emergency service loans and training for local firefighters. Provides services under the Uniform Fire Safety Act including research and planning, fire code enforcement, National Fire Incident Reporting System, training and technical assistance, inspection of State owned and leased buildings, licensing and warranting of fire systems installers, monitoring and compliance.

COMMUNITY AFFAIRS

20. Hackensack Meadowslands Development Commission (C13:17-1 et seq.). Responsible for the preservation and

physical development of 20,000 acres of salt water swamps, meadows and marshes in the Hackensack Meadowslands.

EVALUATION DATA

	Actual FY 1993	Actual FY 1994	Revised FY 1995	Budget Estimate FY 1996
PROGRAM DATA				
Housing Code Enforcement				
Buildings registered	102,960	102,960	102,960	102,960
Dwelling units registered	999,929	999,950	999,950	999,950
Dwelling units requiring inspection	199,986	199,990	199,990	199,990
Dwelling units inspected	156,251	149,192	159,992	169,992
Percentage of dwelling units inspected	78%	75%	80%	85%
Cost per unit inspected, State	\$24.00	\$24.00	\$24.00	\$24.00
Cost per unit inspected, local	\$27.00	\$27.00	\$27.00	\$27.00
Penalties issued	4,324	4,875	4,845	4,923
Housing Services				
Neighborhood Preservation				
Neighborhood improvement projects	43	44	44	40
Balanced housing projects	21	13	12	15
Balanced housing units	774	485	515	500
Technical assistance to non-profit housing developers	18	18	18	18
Homelessness Prevention				
Households assisted	2,561	2,609	2,350	2,120
Shelter beds funded	248	129	250	194
Relocation Assistance				
Families receiving State relocation funds	250	300	300	227
Relocation assistance programs approved	25	29	30	24
Complaints resolved	30	30	30	23
Local Government Services				
Managerial Competence				
Requests for Local Public Contracts Law assistance received and processed	430	450	475	475
Number of EDP operations approved	—	—	15	15
Number of deferred compensation plans approved	32	50	45	45
Number of cooperative purchasing plans approved	6	4	4	4
Number of joint insurance pools approved	4	4	9	6
Number of municipalities receiving self insurance assistance	8	11	18	20
Number of municipalities approved to join existing joint insurance pools	20	25	50	50
Number of municipal clerk exams administered	81	117	120	150
Number of municipal clerk certificates issued	39	44	60	75
Research and Technical Assistance				
Registered municipal accountants, finance officers and tax collectors assisted	1,800	1,900	2,000	2,000
Number of Tax Collector certificates issued	31	27	35	45
Number of Municipal Finance Officers certificates issued	55	32	35	35
Number of annual reports distributed	1,000	900	900	900
Number of budget amendments reviewed	3,000	1,300	1,400	1,400
Legislative comments rendered	100	100	100	100
Single Audit Reviews conducted	80	—	40	75
Municipalities receiving Safe and Clean Neighborhoods aid	58	58	58	— (a)
Municipalities eligible for Supplemental Safe Neighborhoods aid	481	481	478	— (a)
Municipalities receiving Supplemental Safe Neighborhoods Aid	465	463	461	— (a)

COMMUNITY AFFAIRS

	Actual FY 1993	Actual FY 1994	Revised FY 1995	Budget Estimate FY 1996
Supplemental Fire Services Program				
Municipalities eligible for assistance	481	481	479	—(a)
Municipalities receiving grants	454	467	468	—(a)
Fire districts eligible for assistance	185	185	185	—(a)
Fire districts receiving grants	178	179	180	—(a)
Municipalities receiving Urban Aid	50	51	53	—(a)
Supplemental Municipal Property Tax Relief Program				
Municipalities applying for discretionary aid	282	231	142	250
Municipalities receiving discretionary aid	80	95	101	110
Municipal Revitalization Program				
Number of municipalities applying for grants	60	68	59	—(a)
Number of municipalities receiving grants	46	50	52	—(a)
Authority Regulation				
Authority budgets approved	189	234	209	209
Special district and other authority budgets approved	194	189	189	189
Authority project financing proposals reviewed	114	107	120	125
Authorities assisted	404	411	415	420
Registered municipal accountants and certified public accountants assisted	185	189	210	220
Number of budget amendments approved	238	130	150	150
Local Government Ethics Law				
Financial disclosure statements filed	35,500	35,500	35,000	35,000
Complaints filed against local officials	28	35	40	40
Local codes of ethics reviewed	20	20	10	8
Requests for advisory opinions	60	55	60	60
Uniform Construction Code				
Permits issued	6,235	6,881	7,432	7,432
Inspections	21,633	23,790	25,693	25,693
Officials licensed	4,559	4,444	4,500	4,500
Plans reviewed	472	464	501	501
State Building Unit				
Annual permits	32	29	31	31
Construction permits issued	728	918	786	786
Certificates of occupancy and approvals issued	245	390	265	265
Asbestos Safety Unit				
Asbestos removals monitored	630	420	378	378
Asbestos control monitors authorized or reauthorized	53	52	48	48
Asbestos safety technicians certified or recertified	499	451	406	406
Continuing education and training programs offered	190	190	190	190
Elevator Safety Unit				
Devices Registered	19,199	20,144	20,643	20,643
State-Administered Municipalities	276	281	279	279
Boarding Home Regulation and Assistance				
Evaluations	1,369	1,542	1,550	1,550
Reevaluations	1,014	1,383	1,390	1,390
Closings—imminent hazard	—	3	3	3
Permanent licenses	4,159	4,312	4,300	4,300
Penalties issued	95	186	186	186
Complaints filed	321	335	335	335
Uniform Fire Code				
Life hazards registered	49,855	61,076	70,000	79,000
State inspections or reinspections performed	11,622	10,057	11,000	12,100
Fire officials and inspectors certified	1,903	1,637	1,907	2,128
State owned and maintained buildings inspected or reinspected	2,801	2,297	2,527	2,780
National Fire Incident Reporting – Participating organizations	472	473	500	525
Local enforcement monitoring	36	36	36	36

COMMUNITY AFFAIRS

	Actual FY 1993	Actual FY 1994	Revised FY 1995	Budget Estimate FY 1996
PERSONNEL DATA				
Position Data				
Filled Positions by Funding Source				
State Supported	471	455	425	441
Federal	197	213	209	224
All Other	61	66	63	90
Total Positions	729	734	697	755
Filled Positions by Program Class				
Housing Code Enforcement	108	98	96	118
Housing Services	283	299	274	307
Local Government Services	66	65	62	64
Uniform Construction Code	150	158	154	154
Boarding Home Regulation and Assistance	30	28	27	28
Uniform Fire Code	92	86	84	84
Total Positions	729	734	697	755

Notes: Actual fiscal years 1993 and 1994 and Revised fiscal year 1995 position data reflect actual payroll counts. The Budget Estimate for fiscal year 1996 reflects the number of positions funded

(a) Program merged into Consolidated Municipal Property Tax Relief Aid program.

APPROPRIATIONS DATA (thousands of dollars)

Year Ending June 30, 1994					Year Ending June 30, 1996				
Orig. & (S)Supple- mental	Reapp. & (R)Recpts.	Transfers & (E)Emer- gencies	Total Available	Expended	Prog. Class.	1995 Adjusted Approp.	Requested	Recom- mended	
Distribution by Program									
4,344	287	-143	4,488	4,280	Housing Code Enforcement	01	5,200	4,516	4,516
4,230	51	50	4,331	4,331	Housing Services	02	3,155	3,117	3,117
3,324	43	78	3,445	3,443	Local Government Services	04	3,378	3,352	3,352
3,465	1,268	-118	4,615	4,199	Uniform Construction Code	06	3,792	3,427	3,427
1,271	—	34	1,305	1,303	Boarding Home Regulation and Assistance	12	1,144	1,135	1,135
<u>3,985</u>	<u>2,809</u>	<u>-1,444</u>	<u>5,350</u>	<u>5,341</u>	Uniform Fire Code	18	<u>4,154</u>	<u>3,863</u>	<u>3,863</u>
20,619	4,458	-1,543	23,534	22,897	Total Appropriation		20,823^(a)	19,410	19,410
Distribution by Object									
Personal Services:									
84	—	—	84	84	Board Members (7@ \$12,000)		84	84	84
	1				Salaries and Wages		14,808	14,148	14,148
14,410	4,039 ^R	-1,322	17,128	14,927	Employee Benefits		—	—	—
<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>1,889</u>	Total Personal Services		<u>14,892</u>	<u>14,232</u>	<u>14,232</u>
14,494	4,040	-1,322	17,212	16,900	Materials and Supplies		232	192	192
232	11	29	272	249	Services Other Than Personal		1,537	1,310	1,310
1,684	69	4	1,757	1,536	Maintenance and Fixed Charges		1,021	696	696
1,038	—	33	1,071	988	Special Purpose:				
—	287	-287	—	—	Housing Code Enforcement	01	—	—	—
246	—	-3	243	243	Prevention of Homelessness	02	243	243	243
40	47 ^R	—	87	87	Truth In Renting	02	40	—	—
1,050	—	—	1,050	1,050	Neighborhood Preservation- Fair Housing (P.L. 1985, c. 222)	02	1,050	1,050	1,050
1,350	—	—	1,350	1,350	Council on Affordable Housing	02	1,350	1,350	1,350
120	—	—	120	120	Main Street New Jersey ^(b)	02	93	150	150
<u>360</u>	<u>—</u>	<u>—</u>	<u>360</u>	<u>360</u>	Local Fire Fighters' Training	18	<u>360</u>	<u>182</u>	<u>182</u>
3,166	334	-290	3,210	3,210	Total Special Purpose		3,136	2,975	2,975
5	4	3	12	14	Additions, Improvements and Equipment		5	5	5

COMMUNITY AFFAIRS

Year Ending June 30, 1994					Year Ending June 30, 1996				
Orig. & (S)Supplemental	Reapp. & (R)Recpts.	Transfers & (E)Emergencies	Total Available	Expended	Prog. Class.	1995 Adjusted Approp.	Requested	Recommended	
OTHER RELATED APPROPRIATIONS									
16,045	5,893	1,341	23,279	20,028	<i>Total Grants-in-Aid</i>	16,164	16,069	16,069	
<u>281,447</u>	<u>2,866</u>	<u>—</u>	<u>284,313</u>	<u>281,363</u>	<i>Total State Aid</i>	<u>265,750</u>	<u>22,971</u>	<u>22,971</u>	
318,111	13,217	-202	331,126	324,288	<i>Total General Fund</i>	302,737	58,450	58,450	
365,700	—	—	365,700	365,691	<i>Total Property Tax Relief Fund - State Aid</i>	359,101	787,807	787,807	
<u>365,700</u>	<u>—</u>	<u>—</u>	<u>365,700</u>	<u>365,691</u>	<i>Total Property Tax Relief Fund</i>	<u>359,101</u>	<u>787,807</u>	<u>787,807</u>	
<u>3,200</u>	<u>—</u>	<u>—</u>	<u>3,200</u>	<u>3,200</u>	<i>Total Casino Revenue Fund - Grants-in-Aid</i>	<u>1,600</u>	<u>—</u>	<u>—</u>	
<u>3,200</u>	<u>—</u>	<u>—</u>	<u>3,200</u>	<u>3,200</u>	<i>Total Casino Revenue Fund</i>	<u>1,600</u>	<u>—</u>	<u>—</u>	
<u>687,011</u>	<u>13,217</u>	<u>-202</u>	<u>700,026</u>	<u>693,179</u>	TOTAL STATE APPROPRIATIONS	663,438	846,257	846,257	
Federal Funds									
213,887						146,381			
94 ^S	16,064	663	230,708	122,996	Housing Services	100 ^S	151,877	151,877	
—	7	—	11	11	Uniform Construction Code	06	—	—	
—	4 ^R	—	10	—	Fire Safety Program	17	—	—	
<u>20</u>	<u>—</u>	<u>—</u>	<u>20</u>	<u>—</u>	Uniform Fire Code	18	—	—	
<u>214,001</u>	<u>16,085</u>	<u>663</u>	<u>230,749</u>	<u>123,007</u>	Total Federal Funds	146,481	151,877	151,877	
All Other Funds									
—	—	—	—	—	Housing Code Enforcement	01	170	537	
—	7,035	—	—	—	Housing Services	02	3,176	3,368	
—	22,739 ^R	4	29,778	20,618	Uniform Construction Code	06	6,969	7,090	
—	1	—	5,684	4,550	Boarding Home Regulation and Assistance	12	485	485	
—	5,683 ^R	—	441	434	Uniform Fire Code	18	2,102	1,914	
—	441 ^R	—	74	68	Hackensack Meadowlands Development Commission	20	3,005	3,005	
—	74 ^R	—	—	—	Total All Other Funds	15,907	16,399	16,399	
<u>—</u>	<u>35,973</u>	<u>4</u>	<u>35,977</u>	<u>25,670</u>	GRAND TOTAL	825,826	1,014,533	1,014,533	
<u>901,012</u>	<u>65,275</u>	<u>465</u>	<u>966,752</u>	<u>841,856</u>					

Notes: (a) The 1995 appropriation has been adjusted for the allocation of salary program, which includes \$286,000 in appropriated receipts from Housing Code Enforcement fees, \$447,000 in appropriated receipts from Uniform Construction Code fees and \$280,000 in appropriated receipts from Uniform Fire Code fees, to reflect an additional \$681,000 in appropriated receipts from Housing Code Enforcement fees, and has been reduced to reflect transfer of funds to the Salary and Other Benefits accounts.

(b) This program has been transferred from the Department of Environmental Protection.

LANGUAGE PROVISIONS

It is recommended that the amount hereinabove for the Housing Code Enforcement program classification be payable out of the fees and penalties derived from bureau activities. If the receipts are less than anticipated, the appropriation shall be reduced proportionately.

It is further recommended that the unexpended balance as of June 30, 1995, in the Housing Code Enforcement program classification, together with any receipts in excess of the amount anticipated, be appropriated, subject to the approval of the Director of the Division of Budget and Accounting.

It is further recommended that any receipts from the sale of truth in renting statements, including fees, fines, and penalties, be appropriated.

It is further recommended that receipts from the New Jersey Housing and Mortgage Finance Agency charges for the Affordable Housing Management Service to municipalities and the unexpended balance as of June 30, 1995, be appropriated for the operation of the Affordable Housing Management Service within the Division of Housing.

It is further recommended that the amount hereinabove for the Council on Affordable Housing and Neighborhood Preservation-Fair Housing accounts be payable from the receipts of the portion of the realty transfer tax directed to be credited to the Neighborhood Preservation Nonlapsing Revolving Fund pursuant to

section 4 of P.L. 1968, c. 49 (C46:15-8) and from the receipts of the portion of the realty transfer tax directed to be credited to the Neighborhood Preservation Nonlapsing Revolving Fund pursuant to section 4 of P.L. 1975, c. 176 (C46:15-10.1), and that any receipts in excess of the amount anticipated be appropriated, subject to the approval of the Director of the Division of Budget and Accounting.

It is further recommended that receipts from the Division of Local Government Services be appropriated, subject to the approval of the Director of the Division of Budget and Accounting.

It is further recommended that fees for local government, authority, and special district audits, education program administration, debt financing, expedited budget review and other fiscal services be appropriated for associated expenses, subject to the approval of the Director of the Division of Budget and Accounting.

It is further recommended that the unexpended balance as of June 30, 1995, in the Uniform Construction Code fees account, together with any receipts in excess of the amount anticipated, be appropriated for expenses of code enforcement activities, subject to the approval of the Director of the Division of Budget and Accounting.

It is further recommended that the unexpended balance as of June 30, 1995, in the Planned Real Estate Development Full Disclosure Act fees account together with any receipts in excess of the amount anticipated be appropriated, subject to the approval of the Director of the Division of Budget and Accounting.

It is further recommended that the amounts received by the Uniform Construction Code Revolving Fund attributable to that portion of the surcharge fee in excess of \$0.0006, and to surcharges on other construction, be dedicated to the general support of the Uniform Construction Code Program, and, notwithstanding the provisions of section 2 of P.L. 1979, c. 121 (C52:27D-124.1), be available for training and non-training purposes.

It is further recommended that such sums as may be required for the registration of builders and reviewing and paying claims under the New Home Warranty and Builders Registration Act, P.L. 1977, c. 467 (C46:3B-1 et seq.) be appropriated from the Home Warranty Security Fund in accordance with section 7 of P.L. 1977, c. 467 (C46:3B-7), subject to the approval of the Director of the Division of Budget and Accounting.

It is further recommended that pursuant to section 15 of P.L. 1983, c. 530 (C55:14K-15), the Commissioner shall determine, at least annually, the eligibility of each boarding house resident for rental assistance payments; and any appropriations made from the Boarding Home Rental Assistance Fund created pursuant to section 14 of P.L. 1983, c. 530 (C55:14K-14), may be used by the Commissioner to make payments to the Housing Finance Agency, in the form of rental assistance or otherwise, necessary to meet debt service on Housing Finance Agency life safety improvement loans.

It is further recommended that the amounts hereinabove for the Uniform Fire Code program classification be payable out of the fees and penalties derived from code enforcement activities. If the receipts are less than anticipated, the appropriations shall be reduced proportionately.

It is further recommended that the unexpended balance as of June 30, 1995, in the Uniform Fire Code program classification, together with any receipts in excess of the amount anticipated, be appropriated, subject to the approval of the Director of the Division of Budget and Accounting.

50. ECONOMIC PLANNING, DEVELOPMENT AND SECURITY

55. SOCIAL SERVICES PROGRAMS

OBJECTIVES

1. To promote and encourage advocacy for the aging population at the federal, State, county and municipal levels in order to ensure that the elderly will not be deprived of their rights, privileges, entitlements or benefits.
2. To continue to address the needs of New Jersey's disadvantaged population through community-based organizations and agencies of local government.
3. To serve as the central permanent agency for the coordination of programs and services for the women of New Jersey, and as a planning agency for the development of new programs and services with the underlying theme of expanding both rights and opportunities for all of New Jersey's women.
4. To provide the means for local initiatives to respond to the demands for services by the State's Hispanic community.
5. To promote, advocate and insure, as a whole and in particular cases, the adequacy of the care received, and the quality of life experienced, by elderly patients, residents and clients of institutional facilities within this State.
6. To increase energy conservation and reduce the utility costs of low-income households through the weatherization of single and multi-family dwellings.
7. To assure through the County Offices on Aging that congregate and in-home nutrition services are provided on a daily basis to residents aged 60 years and older with emphasis on those in greatest need.
8. To assist in providing adequate legal services to the low-income and disadvantaged citizens of New Jersey.
9. To continue to serve as an effective and visible advocate for the elderly through programs for the aging.
10. To assess and respond to the recreation needs of New Jersey citizens, with special emphasis on mentally retarded and physically handicapped citizens through events such as the Special Olympics and the Tournament of Champions.
11. To provide assistance to elderly citizens who have been found by the court to need a guardian or conservator and to administer those services in order to provide a better quality of life for each individual represented.
12. To promote representation of the interests and needs of the State's low - income people in state policy deliberations on issues of relevance to them.

PROGRAM CLASSIFICATIONS

05. **Community Resources.** Provides assistance to non-profit groups, local governments, legal service agencies and other local organizations in improving the quality of life for the State's low - income population. In addition to serving as the New Jersey Office of Economic Opportunity (C52:27D-7), supports programs for disadvantaged groups, legal services, community action agencies, community development, community recreation (especially for the handicapped), the Hispanic community, and weatherization.

The State Legal Services Office provides funds for representation in civil matters for those unable to afford representation.

The Center for Hispanic Policy, Research and Development (formerly Office of Hispanic Affairs) provides financial and supportive services for innovative projects at the State and local level. Programs developed include special impact projects for assistance to Spanish-speaking organizations, narcotics addiction control programs, job employment programs and housing renovation projects.

Special Olympics, supported through volunteers, is a statewide program of sports training and athletic competition for mentally, physically, and learning disabled children and adults.

07. **Sports and Recreation.** Provides support for physical fitness, recreation and health related issues in order to improve the well-being of the citizens of the State. Provides financial support for the Garden State Games.

08. **Programs for the Aging.** The Division on Aging (C52:27D-28.1) supports programs which improve the quality of life for New Jersey's older citizens through technical assistance and grants to local entities. Funded

programs include congregate and home delivered meals, informational assistance, outreach, personal care, legal services, transportation, telephone reassurance, housekeeping and chore services, and case management. These programs are financed with both State and federal funds. The 21 County Offices on Aging are also supported with state aid.

14. **Ombudsman's Office.** The Ombudsman for the Institutionalized Elderly (C52:27G-1 et seq.) receives, investigates and resolves complaints concerning health care facilities serving the elderly, and initiates actions to secure, preserve and promote the health, safety, welfare and the civil and human rights of the institutionalized elderly. The Office reviews requests for the withdrawal or withholding of life-sustaining treatment for persons without advance directives for health care.

15. **Women's Programs.** The Division on Women (C52:27D-43.9) serves as the central permanent agency for the coordination of programs and services for the women of New Jersey, and as a planning agency for the development of new programs and services. Executive Order No. 61 (1992) established the Office on the Prevention of Violence Against Women within the Division. The Division on Women administers grants to programs for displaced homemakers, urban women, Hispanic women, information hotlines, women's shelters and child care, and carries out multiple activities to expand both rights and opportunities for all of New Jersey's women.

16. **Office of the Public Guardian.** The Public Guardian (C52:27G-20 et seq.) provides guardianship services for elderly adults who have been deemed by the courts to be in need of a guardian or conservator. Services include legal assistance, individualized social service plans, investigations into family/social history, and financial management, dependent on the client's personal needs.

EVALUATION DATA

PROGRAM DATA	Actual FY 1993	Actual FY 1994	Revised FY 1995	Budget Estimate FY 1996
Community Resources				
Legal services assistance to clients	10,450	10,450	10,450	10,450
Hispanic population served	107,000	107,000	107,000	109,000
Community action agencies	27	27	27	27
Persons served by Community action agencies	94,000 ^(a)	150,425	152,885	152,885
Recreation programs for individuals with disabilities	73	73	78	80
Athletic programs for individuals with disabilities	4	4	4	4
Number of athletes with disabilities helped through Special Olympics	30,000	30,000	30,000	30,000
Number of persons with disabilities served through recreation programs	8,200	8,200	8,200	10,000
Training and technical assistance provided to individuals with disabilities	3,500	3,500	3,500	3,500
Units weatherized	5,000	4,875 ^(b)	3,814	3,500
Sports and Recreation				
Number of Participants:				
Garden State Games	14,000	14,000	14,000	14,000

COMMUNITY AFFAIRS

	Actual FY 1993	Actual FY 1994	Revised FY 1995	Budget Estimate FY 1996
Programs for the Aging				
Services and Service Units Provided:				
Congregate meals service	3,022,638	2,701,000	2,413,000	2,200,000
Home delivered meals service	2,677,076	2,356,000	2,330,000	2,470,000
Transportation service	1,354,830	1,279,000	1,073,000	1,138,000
Information and referral service	385,651	380,000	363,000	385,000
Telephone reassurance service	309,231	307,000	280,000	297,000
Outreach service	58,014	47,000	40,000	43,000
Personal care service	116,486	101,000	101,000	102,000
Legal service	25,987	23,000	24,000	26,000
Housekeeping and chore services	48,191	46,000	47,000	50,000
Education and training services	68,640	66,000	66,000	70,000
Case management service	23,364	24,000	24,000	25,000
Physical health services	78,110	86,000	86,000	92,000
Congregate Housing Services Program				
Persons served	1,800	1,800	1,700	1,700
Site locations	56	56	56	56
Adult Protective Services				
Persons Served	3,635	3,750	4,000	4,200
Health Insurance Counseling				
Clients served	8,250	8,400	10,000	10,000
Security Housing and Transportation				
Clients served	23,500	23,500	22,000	20,000
Ombudsman's Office				
Institutionalized elderly	70,080	68,697	70,167	72,191
Total number of complaints	3,250	3,118	3,250	3,500
Involving administration/staff	130	141	156	175
Involving financial concerns	175	184	193	212
Involving residential care/abuse	2,000	2,112	2,223	2,444
All other	945	681	678	669
Total number of Conroy/Peter/Farrell-type inquiries/complaints	405	331	400	470
Inquiries	1,175	1,195	1,215	1,250
Nursing homes visited	2,115	2,085	2,125	2,257
Boarding homes visited	50	32	55	90
Residential health care facilities/sheltered care visited	101	142	177	191
Cases referred to enforcement agencies	150	170	190	210
Women's Programs				
Clients served by Women's Referral Central Hot Line	25,000	25,000	25,000	25,000
Displaced homemakers served by funded programs	6,000	7,000	7,000	7,000
Participants in Violence Against Women Training				
Law enforcement/Judiciary	2,500	2,500	2,500	2,500
Educators	500	500	500	500
Health care professionals	1,500	1,500	1,500	1,500
Others	3,000	3,000	3,000	3,000
Outreach to membership of statewide women's organizations	6,000	6,000	6,000	6,000
Outreach to private sector employers	750	750	750	750
Urban women served by grant programs	3,000	3,000	3,000	3,000
Hispanic women served by grant programs	2,500	2,500	2,500	2,500
Clients served by Women's Domestic Violence Hotline	4,250	4,250	4,250	4,250
Office of the Public Guardian				
Number of inquiries	230	231	250	275
Number of cases handled	282	282	309	325
Number of court-appointed cases	131	131	150	160

COMMUNITY AFFAIRS

	Actual FY 1993	Actual FY 1994	Revised FY 1995	Budget Estimate FY 1996
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PERSONNEL DATA

Position Data

Filled Positions by Funding Source

State Supported	63	62	58	60
Federal	73	72	70	57
All Other	—	5	7	10
Total Positions	136	139	135	127

Filled Positions by Program Class

Community Resources	44	43	44	30
Sports and Recreation	1	1	—	—
Programs for the Aging	42	40	38	39
Ombudsman's Office	17	17	18	17
Women's Programs	15	18	16	17
Office of the Public Guardian	17	20	19	24
Total Positions	136	139	135	127

Notes: Actual fiscal years 1993 and 1994 and Revised fiscal year 1995 position data reflect actual payroll counts. The Budget Estimate for fiscal year 1996 reflects the number of positions funded.

(a) Units of service; subsequent fiscal years report persons served.

(b) Decrease in number of units weatherized after fiscal year 1993 reflects change in formula which allows greater expenditures per unit.

APPROPRIATIONS DATA (thousands of dollars)

Year Ending June 30, 1994					Year Ending June 30, 1996			
Orig. & (S)Supple- mental	Reapp. & (R)Recpts.	Transfers & (E)Emer- gencies	Total Available	Expended	Prog. Class.	1995 Adjusted Approp.	Requested	Recom- mended
					Distribution by Program			
303	—	10	313	313	05	320	319	319
720	—	7	727	726	08	811	802	802
314	—	21	335	334	14	308	305	305
929	—	-7	922	921	15	948	942	942
<u>792</u>	<u>—</u>	<u>9</u>	<u>801</u>	<u>799</u>	16	<u>744</u>	<u>744</u>	<u>744</u>
3,058	—	40	3,098	3,093		3,131^(a)	3,112	3,112
					Distribution by Object			
					Personal Services:			
<u>1,832</u>	<u>—</u>	<u>59</u>	<u>1,891</u>	<u>1,891</u>		<u>1,935</u>	<u>1,935</u>	<u>1,935</u>
1,832	—	59	1,891	1,891		1,935	1,935	1,935
66	—	-13	53	51		98	98	98
463	—	-27	436	437		411	400	400
78	—	1	79	77		69	61	61
					Special Purpose:			
410	—	—	410	410	08	410	410	410
7	—	—	7	7	15	7	7	7
<u>200</u>	<u>—</u>	<u>—</u>	<u>200</u>	<u>200</u>	15	<u>200</u>	<u>200</u>	<u>200</u>
617	—	—	617	617		617	617	617
2	—	20	22	20		1	1	1

COMMUNITY AFFAIRS

Year Ending June 30, 1994					Year Ending June 30, 1996			
Orig. & (S) Supplemental	Reapp. & (R) Recpts.	Transfers & (E) Emergencies	Total Available	Expended	Prog. Class.	1995 Adjusted Approp.	Requested	Recommended
OTHER RELATED APPROPRIATIONS								
7,428	160	94	7,682	7,570		7,846	7,326	7,326
<u>2,245</u>	<u>—</u>	<u>—</u>	<u>2,245</u>	<u>2,245</u>	Total Grants-in-Aid	<u>2,245</u>	<u>2,245</u>	<u>2,245</u>
12,731	160	134	13,025	12,908	Total State Aid	13,222	12,683	12,683
365	—	150	515	508	Total General Fund	365	365	365
<u>6,993</u>	<u>—</u>	<u>-150</u>	<u>6,843</u>	<u>6,842</u>	Total Casino Revenue Fund - Direct State Services	<u>6,993</u>	<u>6,713</u>	<u>6,713</u>
<u>7,358</u>	<u>—</u>	<u>—</u>	<u>7,358</u>	<u>7,350</u>	Total Casino Revenue Fund - Grants-in-Aid	<u>7,358</u>	<u>7,078</u>	<u>7,078</u>
20,089	160	134	20,383	20,258	TOTAL STATE APPROPRIATIONS	20,580	19,761	19,761
Federal Funds								
21,060						22,108		
300 ^S	1,235	240	22,835	18,225	Community Resources	7 ^S	22,137	22,137
32,497								
288 ^S	511	-330	32,966	30,006	Programs for the Aging	08	35,687	34,648
—	20	512	532	313	Ombudsman's Office	14	550	250
<u>43</u>	<u>84</u>	<u>—</u>	<u>127</u>	<u>107</u>	Women's Programs	15	<u>43</u>	<u>43</u>
54,188	1,850	422	56,460	48,651	Total Federal Funds	58,395	57,078	57,078
All Other Funds								
—	142	—	2,985	2,715	Programs for the Aging	08	—	—
—	2,843 ^R	—	444	32	Women's Programs	15	750	660
—	444 ^R	—	234	233	Office of the Public Guardian	16	<u>194</u>	<u>332</u>
—	79	—	3,663	2,980	Total All Other Funds	944	<u>992</u>	<u>992</u>
<u>—</u>	<u>155^R</u>	<u>—</u>	<u>2,500</u>	<u>—</u>	Community Resources	05	<u>—</u>	<u>—</u>
—	3,663	—	2,500	—	Total Petroleum Overcharge Reimbursement Fund	<u>—</u>	<u>—</u>	<u>—</u>
<u>2,500</u>	<u>—</u>	<u>—</u>	<u>2,500</u>	<u>—</u>	GRAND TOTAL	79,919	77,831	77,831
76,777	5,673	556	83,006	71,889				

Notes: (a) The 1995 appropriation has been adjusted for the allocation of salary program and has been reduced to reflect the transfer of funds to the Salary and Other Benefits accounts.

LANGUAGE PROVISIONS

It is recommended that in addition to the amount hereinabove for the Ombudsman's office, there be appropriated, subject to the approval of the Director of the Division of Budget and Accounting, additional sums as may be required, if any, equal to the difference between \$543,000 and the amount of federal funds received, whereby the total funds available to the office equals \$848,000.

It is further recommended that receipts from divorce filing fees pursuant to P.L. 1993, c. 188, be appropriated.

It is further recommended that receipts from the Office of the Public Guardian be appropriated.

70. GOVERNMENT DIRECTION, MANAGEMENT AND CONTROL

76. MANAGEMENT AND ADMINISTRATION

OBJECTIVES

1. To maximize efficiency in all departmental operating programs and to maintain and continue to improve budgeting and accounting, personnel, grant policy and procedures, operational analysis, office automation, data processing, public information and both the State and Federal legislative review subsystems.
2. To enhance the delivery of services to local governments and

constituent groups by evaluating the impact of changing Federal and State aid systems and by initiating and advocating priority legislation and other actions in their best interest.

3. To maintain an effective affirmative action policy.
4. To continue to undertake needed special research studies for the Governor, the Commissioner, the Legislature and local governments.

PROGRAM CLASSIFICATIONS

99. **Management and Administrative Services.** Provides, through the office of the Commissioner, executive and management leadership for the Department and provides staff services for grant coordination and management, fiscal

control, data processing, personnel, public information, management services, legislative review and intergovernmental relations. In addition, the Department (C52:27D-1 et seq.) provides assistance in improving the management, financial and planning capability of New Jersey's 567 municipalities and 21 counties.

EVALUATION DATA

	Actual FY 1993	Actual FY 1994	Revised FY 1995	Budget Estimate FY 1996
PERSONNEL DATA				
Affirmative Action Data				
Male Minority	69	64	63	63
Male Minority %	7.1	6.7	6.7	6.7
Female Minority	209	202	202	202
Female Minority %	21.5	21.2	21.3	21.3
Total Minority	278	266	265	265
Total Minority %	28.7	27.9	28.0	28.0
Position Data				
Filled Positions by Funding Source				
State Supported	56	55	45	46
All Other	8	8	8	8
Total Positions	64	63	53	54
Filled Positions by Program Class				
Management and Administrative Services	64	63	53	54
Total Positions	64	63	53	54

Notes: Actual fiscal years 1993 and 1994 and Revised fiscal year 1995 position data reflect actual payroll counts. The Budget Estimate for fiscal year 1996 reflects the number of positions funded.

APPROPRIATIONS DATA
(thousands of dollars)

Year Ending June 30, 1994					Year Ending June 30, 1996			
Orig. & (S)Supple- mental	Reapp. & (R)Recpts.	Transfers & (E)Emer- gencies	Total Available	Expended	Prog. Class.	1995 Adjusted Approp.	Requested	Recom- mended
2,759	—	114	2,873	2,872	Distribution by Program			
2,759	—	114	2,873	2,872	99	2,748	2,677	2,677
						2,748 ^(a)	2,677	2,677
					Distribution by Object			
					Personal Services:			
2,248	—	114	2,362	2,362		2,277	2,231	2,231
2,248	—	114	2,362	2,362		2,277	2,231	2,231
12	—	11	23	22		12	12	12
390	—	-8	382	382		350	343	343
48	—	-3	45	45		48	30	30
					Special Purpose:			
60	—	—	60	60		60	60	60
					99	60	60	60
60	—	—	60	60		60	60	60
1	—	—	1	1		1	1	1

COMMUNITY AFFAIRS

Year Ending June 30, 1994					Year Ending June 30, 1996				
Orig. & (S)Supplemental	Reapp. & (R)Recpts.	Transfers & (E)Emergencies	Total Available	Expended	Prog. Class.	1995 Adjusted Approp.	Requested	Recommended	
OTHER RELATED APPROPRIATIONS									
All Other Funds									
—	69 484 ^R	236	789	706	Management and Administrative Services	99	—	—	—
—	553	236	789	706	<i>Total All Other Funds</i>	—	—	—	
2,759	553	350	3,662	3,578	GRAND TOTAL	2,748	2,677	2,677	

Notes: (a) The fiscal year 1995 appropriation has been adjusted for the allocation of salary program and has been reduced to reflect the transfer of funds to the Salary and Other Benefits accounts.

26,436	4,458	-1,389	29,505	28,862	Total Appropriation, Department of Community Affairs	26,702	25,199	25,199
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