

ANALYSIS OF THE NEW JERSEY
FISCAL YEAR 1998 - 1999 BUDGET



DEPARTMENT OF COMMUNITY AFFAIRS

PREPARED BY
OFFICE OF LEGISLATIVE SERVICES
NEW JERSEY LEGISLATURE
APRIL 1998

NEW JERSEY STATE LEGISLATURE

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DEPARTMENT OF COMMUNITY AFFAIRS

Budget Pages..... D-29 to D-42; E-2 to E-8; F-2 to F-4;
I-3, I-27

Fiscal Summary (\$000)

	Expended FY 1997	Adjusted. Appropriation FY 1998	Recommended FY 1999	Percent Change 1998-99
State Budgeted	\$902,231	\$898,244	\$890,277	(0.9)%
Federal Funds	173,093	182,000	184,603	1.4%
<u>Other</u>	<u>23,777</u>	<u>34,171</u>	<u>31,128</u>	<u>(8.9)%</u>
Grand Total	\$1,099,101	\$1,114,415	\$1,106,008	(0.8)%

Personnel Summary - Positions By Funding Source

	Actual FY 1997	Revised FY 1998	Funded FY 1999	Percent Change 1998-99
State	563	592	616	4.1%
Federal	236	251	256	2.0%
<u>Other</u>	<u>88</u>	<u>95</u>	<u>101</u>	<u>6.3%</u>
Total Positions	887	938	973	3.7%

FY 1997 and revised FY 1998 personnel data reflect actual payroll counts. FY 1999 data reflect the number of positions funded.

Introduction

The Department of Community Affairs was created on March 1, 1967 by P.L.1966, c.292 and is celebrating its thirty-first anniversary this year. The Department operates a wide variety of services and grant programs that support community life in New Jersey.

The Department provides housing assistance, local government financial assistance and oversight, and services to the disadvantaged and sets building safety and workplace standards. It administers a variety of programs through its five divisions, the Special Urban Services entity and the Office of State Planning. There are three quasi-independent agencies organizationally attached to DCA: the Council on Affordable Housing; the Hackensack Meadowlands Development Commission; and the New Jersey Housing and Mortgage Finance Agency.

Key Points

- ! The recommended Direct State Services appropriation for the Department of Community Affairs is \$26.8 million, \$242,000 less than the FY 1998 appropriation. This reduction is primarily reflected in a \$135,000 decrease in the DCA's State Budget salaries and wages accounts.
- ! DCA's combined State Aid funding for municipalities from both the General Fund and the Property Tax Relief Fund is recommended to decrease by \$3.1 million in FY 1999, from \$839.7 million in FY 1998 to \$836.6 million in FY 1999. Funding is eliminated for three programs: (a) payments to urban centers to raze vacant buildings, \$250,000, (b) Watershed Moratorium Offset Aid, \$2,000,000, and (c) county funding for cross acceptance, \$840,000. According to the DCA, razing vacant buildings in urban areas will be continued under the provisions of the "Urban and Rural Centers Unsafe Buildings Demolition Bond Act" (P.L.1997, c.125) that authorized \$20.0 million in bonds to fund an unsafe buildings demolition revolving loan fund program. The Watershed Moratorium Offset Aid item was added to the FY 1998 appropriations act by the Legislature and has not been continued in the FY 1999 proposed budget. County funding for cross acceptance was a one-time appropriation required only in a year when a new or updated State Plan is drafted; however, recommended budget language would authorize an unspecified amount to be appropriated to "... fund an impact assessment study on the interim State Development and Redevelopment Plan as part of the Cross Acceptance process"
- ! The FY 1999 recommended budget anticipates an increase of \$2.6 million (+1.4%) in Federal funds for the Department, primarily attributable to a \$2.1 million increase in Section 8 Existing Housing Rental Assistance and a \$0.5 million increase in funding for the Shelter Plus Care Program.
- ! The FY 1999 Budget anticipates a decrease of \$3.0 million (-8.9 %) in Other funds from the FY 1998 adjusted appropriation of \$34.2 million. This net decrease has five components. There are four funding decreases : (a) an absence of non-recurring prior year balances in the housing services program area, \$1.8 million, (b) reduced program revenue and interest income, \$0.7 million, (c) reduced administrative costs in the Boarding Home Rental Assistance Fund which reflects reduced program activity, \$0.2 million, and (d) the termination by the federal department of Housing and Urban Development of its contract with the Wildwood Housing Authority in FY 1999 for the administration of HUD'S section VIII rental assistance program and the subsequent reassignment of that function to the DCA, \$1.3 million. The reductions are offset by one funding increase of \$1.0 million in projected revenue growth from the Code Enforcement, Construction Code and Fire Code programs.
- ! A net \$4.6 million decrease in FY 1999 Grants-In-Aid total grants is recommended. This net decrease has two components. There are 74 individual local assistance grants, for local governments and non-profits added by the Legislature in FY 1998, which total \$9.6 million that are not recommended for FY 1999. These reductions are offset by one funding increase of \$5.0 million for a Faith-Based Community Development Initiative program. According to DCA, the Faith-Based Community Development Initiative funds are to be used for both capital project costs and technical assistance to expand the efforts of houses of worship in urban areas to help revitalize urban neighborhoods.

Key Points

- ! The recommended budget proposes the transfer of the Workplace Standards program to the DCA from the Department of Labor. The recommended funding of \$779,000 is unchanged from FY 1998. The objectives of the program are to prevent injuries to persons and damage to property from liquefied petroleum gases, and to prevent injuries and fatalities to the public on carnival amusement rides and ski lifts, boilers, machinery, pressure vessels, refrigeration systems, electric power generating plants, and nuclear installations. The Budget in Brief indicates that the incorporating of these programs with the DCA's existing inspection responsibilities will promote efficiency and eliminate duplication.
- ! The budget also recommends that two grant-in-aid items currently in the DCA be funded in the Department of the Treasury in FY 1999, the State Legal Services Office and a program established by P.L.1996, c.52 for the provision of legal assistance to the poor in civil matters by Legal Services of New Jersey. The Budget-in-Brief indicates that the move will consolidate legal representation matters in one agency. In FY 1998, a total of \$10.5 million was appropriated for the two accounts.
- ! The recommended budget also proposes the transfer of the Office of State Planning to the DCA from the Department of the Treasury in FY 1999. A \$1,208,000 appropriation is recommended for the Office of State Planning, which represents a \$249,000 reduction from the FY 1998 adjusted appropriation of \$1,457,000. The recommended reduction is primarily attributable to the elimination of a \$225,000 appropriation for the Brownfields Site Inventory Project. The Office of State Planning has as its primary objective the preparation of a State Development and Redevelopment Plan. The Office also assists and supports the State Planning Commission to ensure that its responsibilities and duties are fulfilled. According to the Budget in Brief, the transfer will align the work of the office with other planning programs currently in the DCA.
- ! Receipts of \$18,342,000 in FY 1999 to be deposited into the Affordable Housing Neighborhood Preservation - Fair Housing account from the collection of the realty transfer tax are anticipated to remain the same as those deposited in FY 1998. Of those receipts, \$2.0 million is recommended to be appropriated in FY 1999 for Shelter Assistance, representing a continuation from FY 1998 of funding Shelter Assistance from the realty transfer tax receipts.
- ! Receipts of \$674,000 in FY 1999 are anticipated from proposed fee adjustments for two programs: Boarding Home Licensing Fees (N.J.S.A.55:13A-12) are recommended to be increased from a current maximum of \$150 to a \$300 maximum per hotel or multiple dwelling, for a total of \$118,000; Housing Inspection Registration Fees (N.J.S.A.55:13B-7) are recommended to be increased per facility from \$10 currently to \$100, for a total of \$556,000.
- ! A General Fund language provision in FY 1999 (p.I-27) recommends that \$2.0 million be appropriated from the Boarding Home Rental Assistance Fund for transfer to the Casino Revenue Fund as State revenue.

Program Description and Overview

The Department of Community Affairs is a broad-based organization established to provide technical, advisory, and financial assistance to communities and individuals to enable them to manage their own circumstances and solve their own problems.

Acting as an advocate and service agency, the Department interrelates a broad range of functions, programs and services such as: housing assistance, local government finance, building safety and workplace standards, child care, Hispanic affairs programs, services that benefit women and the handicapped, low-income energy conservation services, local police services, local government management assistance, and programs focusing on rooming and boarding houses, affordable housing, and many other issues of community interest. Acting as a service agency, the Department coordinates resources to renew and revitalize New Jersey communities by administering three major State municipal aid and several special purpose aid programs and overseeing Community Services Block Grants. There are more than 139 programs in the Department available to local governments, civic organizations, non-profit corporations and individuals. These programs and services are provided through the Department's five divisions, the Special Urban Services entity, the Office of State Planning and three quasi-independent agencies.

The Department's five divisions are the Division of Codes and Standards, the Division of Housing and Community Resources, the Division of Local Government Services, the Division on Women, and the Division of Fire Safety.

The Division of Codes and Standards

The Division of Codes and Standards is responsible for the adoption and enforcement of regulations governing building construction and safety. The division's jurisdiction includes: the Uniform Construction Code, Workplace Standards, the Hotel and Multiple Dwelling Code, the Rooming and Boarding House Standards, and the Emergency Shelter Regulations. Additionally, the division administers the New Home Warranty Program, the Planned Real Estate Development Full Disclosure Act, the Continuing Care Retirement Community Regulations, and Site Improvement Standards, and operates the Office of Landlord and Tenant Information. State funds of \$12,175,000 are recommended for this Division in FY 1999, the same amount that was appropriated in FY 1998. In FY 1999 the division will absorb the functions of Workplace Standards previously provided by the Department of Labor which includes issuing licenses to power plant engineers and boiler operators and issuing approvals for the operation of boilers and nuclear components. The objectives of the Workplace Standards program are to prevent injuries to persons and damage to property from liquefied petroleum gases, and to prevent injuries and fatalities to the public on carnival amusement rides and ski lifts, boilers, machinery, pressure vessels, refrigeration systems, electric power generating plants, and nuclear installations.

Division of Housing and Community Resources

This division has two major program areas: the housing services program and the community resources program.

The housing services program is responsible for planning and implementing programs that address housing and community development needs in the State. This program has three elements: 1) Housing Sponsor Services, 2) Housing Assistance, and 3) Housing Production and Community Development. Recommended State funds of \$27.2 million for FY 1999 represent a \$210,000 reduction from FY 1998. The net \$210,000 reduction is due to the recommended elimination in FY 1999 of a \$250,000 State Aid item for Payments to Urban Centers to Raze Vacant Buildings and

Program Description and Overview

a recommended \$40,000 increase for costs associated with OTIS services.

The community resources program provides financial and technical assistance to non-profit and local government agencies in an effort to improve the quality of life for New Jersey's low-income, handicapped, and disadvantaged citizens. Its Office of Community Services administers the Community Services Block Grant program which provides funds to community action agencies and other eligible non-profit community groups throughout the State. These agencies provide various services needed by the State's most disadvantaged residents, including emergency assistance of food, clothing and shelter, alcoholism counseling and treatment, transportation, job training, child care, weatherization assistance and educational assistance. Other offices funded through the division include the Office of Low-Income Energy Conservation, the Office of Recreation, the Center for Hispanic Policy, Research and Development and the Intergovernmental Review and Assistance Unit. The State budget for this program is recommended at \$8.0 million for FY 1999, a reduction of \$4.5 million from FY 1998. The \$4.5 million reduction is principally due to the elimination in FY 1999 of 74 individual grants to non-profit agencies. These grants were added to the FY 1998 Appropriations Act during the legislative process.

Division of Local Government Services

The Division of Local Government Services, through its bureaus and programs, reaches out to local governments, overseeing municipal finance and helping to ensure the financial stability of municipalities and counties. Specifically, it provides technical assistance to local governments and authorities in developing and strengthening managerial, planning, and financial competence. The direct State service component of the division's budget is recommended at \$3.2 million for FY 1999 and represents a \$50,000 increase from FY 1998. This increase is due to restoration of a FY 1998 OTIS overcharge.

Since 1991, new legislation and policy initiatives such as the revised budget cap law, the fiscal year change, the Supplemental Municipal Property Tax Relief Act - Discretionary Aid component, the Local Government Ethics Act, finance officers' certification, tenant rebates and interlocal service agreements have placed new demands on the Division. The FY 1999 State Budget charges the division with overseeing a continuing \$500,000 Joint Services Incentive Aid program. This program will promote and encourage interlocal service activities and consolidation efforts among local governments and will serve to develop better ways to save dollars and serve taxpayers.

The FY 1999 recommended Property Tax Relief Fund - State Aid appropriation for the division of \$786,054,000, consists of funding for two programs:

(1) the Discretionary Aid component of the Supplemental Municipal Property Tax Relief Act, which is funded at a recommended \$30,000,000 in FY 1999. This FY 1999 funding level is unchanged from FY 1998. Budget language for the first time in FY 1999 provides that the Director of the Division of Local Government Services may use funds from the Discretionary Aid component for shared and regionalized services, and

(2) the Consolidated Municipal Property Tax Relief Aid (CMPTRA) program, which is funded at a recommended \$756,054,000 for FY 1999, also unchanged from FY 1998.

The division is also responsible in FY 1999 to support local voluntary efforts to conform municipal and county accounting and financial reporting systems to Generally Accepted Accounting Principles (GAAP). Budget language provides that the unexpended balance as of June

Program Description and Overview

30, 1998 in the Aid for GAAP Accounting Implementation account be made available for State agency GAAP costs. In FY 1999 no new funding for the State aid GAAP program is recommended by the Governor.

The Division on Women

This division is the central State agency for coordinating services and programs for women. It administers grants and provides technical assistance to displaced homemaker programs, urban and Hispanic women's centers, women's shelters and Women's Referral Central. The division's training and its education and policy development on domestic violence prevention are being expanded to the larger issue of violence against women. Grants to such local programs and centers are recommended to total \$2,165,000 in FY 1999, which represents a \$105,000 reduction from FY 1998. This recommended reduction in FY 1999 reflects the elimination of two grants: Women for Women - Union County, \$30,000 and New Jersey Association of Women Business Owners, Resources for Women in Business, \$75,000. Funding is provided for statewide hotlines on domestic violence and general women's referral issues. The direct State service component of the division's budget is recommended at \$832,000 for FY 1999, which represents the same funding level as FY 1998. Overall, the State budget for the division is recommended to decrease by \$105,000 to \$2,997,000 in FY 1999.

Division of Fire Safety

This division constitutes the Department's central fire safety element. It provides public education programs to inform the general public about fire prevention, and coordinates volunteer emergency service loans and training for local firefighters. It provides services under the Uniform Fire Safety Act including research and planning, fire code enforcement, the National Fire Incident Reporting System, training and technical assistance, inspection of State owned and leased buildings, licensing and warranting of fire systems installers, and monitoring and compliance activities. The direct State service element of the division's budget is recommended at \$3,497,000 for FY 1999 and represents a \$50,000 increase from FY 1998 due to costs associated with OTIS services. In total, the State budget for the division is recommended to increase by \$50,000 to \$12,068,000 in FY 1999.

Special Urban Services

Special Urban Services is the central State facilitator for the planning and coordination of programs for the revitalization of the State's urban areas. A \$1,350,000 State appropriation is recommended for Special Urban Services, an amount \$100,000 less than was appropriated in FY 1998 due to the recommended elimination in FY 1999 of the Capital City Redevelopment Corporation Transition Funding. Special Urban Services contains two elements: the Urban Coordinating Council; and the Office of Neighborhood Empowerment.

The Urban Coordinating Council in FY 1999 is recommended to be consolidated within the Office of Neighborhood Empowerment (ONE). The ONE was established pursuant to section 45 of P.L.1996, c.62 (C.55:19-60) in, but not of, the Department of Community Affairs. The UCC is designed to ensure through interagency teams that State agencies coordinate responses and provide assistance to projects and programs established by those State agencies or by local governments, wherein a neighborhood empowerment plan has been adopted pursuant to section 49 of P.L.1996, c.62 (C.55:19-63).

Program Description and Overview

The Office of Neighborhood Empowerment (ONE) was established pursuant to section 48 of P.L.1996, c.62, the "New Jersey Urban Redevelopment Act" in, but not of, the Department of Community Affairs. Its principal duty is to provide support for a community director who is to assist local sponsors in developing or implementing neighborhood empowerment plans, projects and programs established by the New Jersey Redevelopment Authority, and the New Jersey Economic Development Authority, and development initiatives proposed by municipal and county governments. Each project is to be assigned an interagency team of State representatives. Each project will be co-chaired by a case manager from the Office of Neighborhood Empowerment and by the community director of the project and will include at least one representative of the council. The executive director of this element reports solely to the Urban Coordinating Council.

Three quasi-independent agencies that are in, but not of, the Department of Community Affairs are as follows:

! Hackensack Meadowlands Development Commission

This commission is responsible for the preservation and physical development of 20,000 acres of salt water swamps, meadows and marshes in the Hackensack Meadowlands. The State budget in FY 1999, just as in FY 1998, recommends no State funds for the Commission.

! Housing and Mortgage Finance Agency

The New Jersey Housing and Mortgage Finance Agency Act of 1983 consolidated the New Jersey Housing Finance Agency and the New Jersey Mortgage Finance Agency into the New Jersey Housing and Mortgage Finance Agency (HMFA). HMFA promotes safe and affordable housing by providing low-interest construction mortgage loans, purchase-rehabilitation programs, and home improvement loans. The agency also provides financing to municipalities seeking to comply with Mount Laurel-related housing obligations, as authorized by the Fair Housing Act of 1985. HMFA raises its housing finance funds through the sale of tax-exempt bonds to private-sector investors and meets its administrative and operating expenses with revenues collected from bond repayment. Basically, the HMFA offers financing for the construction of multi-family rental properties and single family home ownership and allocates federal low income housing tax credit subsidies. HMFA does not receive a State appropriation for its operations.

! Council on Affordable Housing

The Council on Affordable Housing (COAH) was created as part of the "Fair Housing Act, of 1985" (P.L.1985, c.222) to assist municipalities in determining their need for low-and-moderate-income housing and monitoring the fulfillment of their affordable housing obligations. COAH also works with the DCA's Division of Housing and Community Resources and the HMFA on various programs. The recommended direct State service element of the council's budget is \$1,358,000 in FY 1999, unchanged from FY 1998.

SUMMARY

For FY 1999, the total recommended State budget for the Department is \$890.3 million, a decrease of \$8.0 million (-0.9%) from the FY 1998 adjusted appropriation.

The direct State services element of the DCA's FY 1999 budget is recommended to decrease by \$242,000. The Governor has recommended that the State budget salaries and wages accounts

Program Description and Overview

in the DCA be decreased by a total of \$135,000 for FY 1999. This recommendation represents a 0.7% decrease from the FY 1998 adjusted appropriation and is the major reason for the net \$242,000 decrease in the direct State services element of the DCA's FY 1999 budget. Direct State Service General Fund appropriations for all of the divisions in FY 1999 either remained the same or decreased as compared to their appropriations in FY 1998, except for the Division of Fire Safety which increased by \$50,000 or 1.5% due to a recommended \$50,000 increase within the services other than personal appropriation for costs associated with OTIS services.

The Department's combined State Aid funding for municipalities from both the General Fund and the Property Tax Relief Fund is recommended to decrease by \$3,090,000. This decrease has three components: payments to urban centers to raze vacant buildings (\$250,000); Watershed Moratorium Offset Aid (\$2,000,000);* and, county funding for cross acceptance (\$840,000). According to the DCA, razing vacant buildings in urban areas will be continued under the provisions of the "Urban and Rural Centers Unsafe Buildings Demolition Bond Act" (P.L.1997, c.125) that authorized \$20.0 million in bonds to fund an unsafe buildings demolition revolving loan fund program. The Watershed Moratorium Offset Aid item was added to the FY 1998 appropriations act by the Legislature. County funding for cross acceptance was a one-time appropriation required only in a year when a new State Plan requires acceptance.

The Grants-In-Aid element of the DCA's FY 1999 budget is recommended to decrease by \$4.6 million. This net decrease has two components: elimination in FY 1999 of \$9.6 million in funding for 74 local government and non-profit social services programs that was added by the Legislature in FY 1998 and is not recommended for FY 1999; a \$5.0 million Faith-Based Community Development Initiative first recommended in FY 1999. This program according to DCA will facilitate DCA's working in partnership with private industry to expand the efforts of New Jersey's urban houses of worship to revitalize urban neighborhoods.

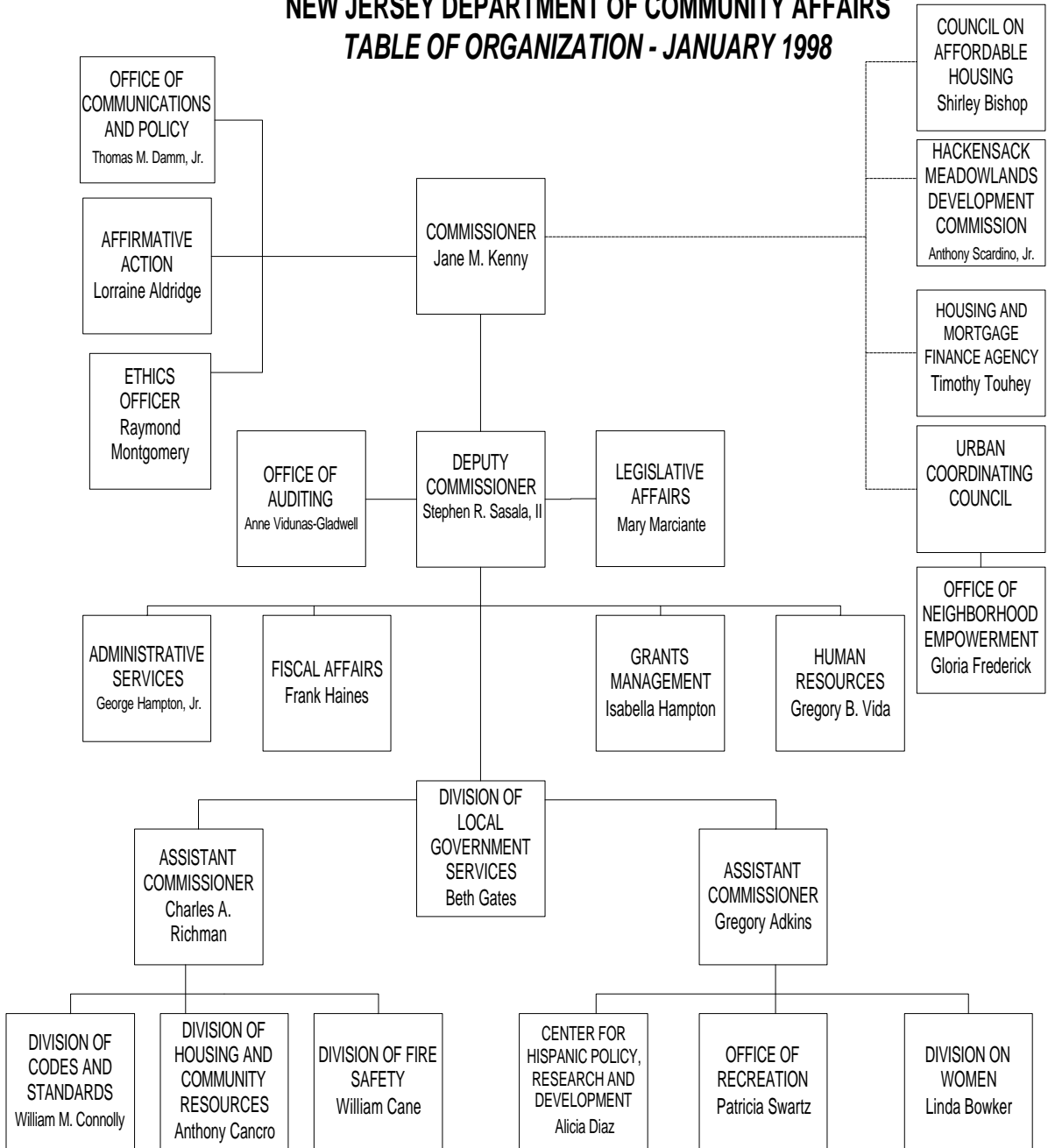
The FY 1999 recommended budget anticipates an increase of \$2.6 million (+ 1.4%) in Federal funds for the Department, primarily in Section 8 Existing Housing Rental Assistance, \$2.1 million, and \$0.5 million in Shelter Plus Care Program funding.

The recommendation for Other funds in FY 1999 represents a decrease of \$3.0 million over the FY 1998 adjusted appropriation of \$34.2 million. This net decrease has five components. There are four funding decreases : (a) an absence of non-recurring prior year balances in the housing services program area, \$1.8 million, (b) reduced program revenue and interest income, \$0.7 million, (c) reduced administrative costs in the Boarding Home Rental Assistance Fund which reflects reduced program activity, \$0.2 million, (d) the termination by the federal department of Housing and Urban Development of its contract with the Wildwood Housing Authority in FY 1999 for the administration of HUD'S section VIII rental assistance program and the subsequent reassignment of that function to the DCA, \$1.3 million. The reductions are offset by one funding increase of \$1.0 million in projected revenue growth from the Code Enforcement, Construction Code and Fire Code programs.

* FY 1998 watershed moratorium offset aid payments: Vernon Twp. (Sussex) \$334,000, Hardyston Twp. (Sussex) \$244,000, Rockaway Twp. (Morris) \$136,000, Jefferson Twp. (Morris) \$250,000, Kinnelon Bor. (Morris) \$9,000, West Milford Twp. (Passaic) \$1,027,000.

Organization Chart

**NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS
TABLE OF ORGANIZATION - JANUARY 1998**



Fiscal and Personnel Summary

AGENCY FUNDING BY SOURCE OF FUNDS (\$000)

	<u>FY 1997</u>	Adj. Approp. <u>FY 1998</u>	Recom. <u>FY 1999</u>	<u>Percent Change</u>	
				<u>1997-99</u>	<u>1998-99</u>
<u>General Fund</u>					
Direct State Services	\$30,018	\$27,114	\$26,872	-10.5%	-0.9%
Grants - In - Aid	30,356	31,450	26,815	-11.7%	-14.7%
State Aid	56,757	53,626	50,536	-11.0%	-5.8%
Capital Construction	0	0	0	0.0%	0.0%
Debt Service	0	0	0	0.0%	0.0%
Sub-Total	\$117,131	\$112,190	\$104,223	-11.0%	-7.1%
<u>Property Tax Relief Fund</u>					
Direct State Services	\$0	\$0	\$0	0.0%	0.0%
Grants-In-Aid	0	0	0	0.0%	0.0%
State Aid	785,100	786,054	786,054	0.1%	0.0%
Sub-Total	\$785,100	\$786,054	\$786,054	0.1%	0.0%
<u>Casino Revenue Fund</u>	\$0	\$0	\$0	0.0%	0.0%
<u>Casino Control Fund</u>	\$0	\$0	\$0	0.0%	0.0%
State Total	\$902,231	\$898,244	\$890,277	-1.3%	-0.9%
<u>Federal Funds</u>	\$173,093	\$182,000	\$184,603	6.7%	1.4%
<u>Other Funds</u>	\$23,777	\$34,171	\$31,128	30.9%	-8.9%
Grand Total	\$1,099,101	\$1,114,415	\$1,106,008	0.6%	-0.8%

PERSONNEL SUMMARY - POSITIONS BY FUNDING SOURCE

	<u>Actual FY 1997</u>	<u>Revised FY 1998</u>	<u>Funded FY 1999</u>	<u>Percent Change</u>	
				<u>1997-99</u>	<u>1998-99</u>
State	563	592	616	9.4%	4.1%
Federal	236	251	256	8.5%	2.0%
All Other	88	95	101	14.8%	6.3%
Total Positions	887	938	973	9.7%	3.7%

FY 1997 and revised FY 1998 personnel data reflect actual payroll counts. FY 1999 data reflect the number of positions funded.

AFFIRMATIVE ACTION DATA

Total Minority Percent	27.9%	27.9%	27.9%	----	----
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Significant Changes/New Programs (\$000)

<u>Budget Item</u>	<u>Adj. Approp. FY 1998</u>	<u>Recomm. FY 1999</u>	<u>Dollar Change</u>	<u>Percent Change</u>	<u>Budget Page</u>
DIRECT STATE SERVICES					D-34,37
Salaries and Wages	\$18,643	\$18,508	(\$135)	(0.7)%	40,42

DCA's State budget salaries and wages accounts are recommended to be decreased by a total of \$135,000 for FY 1999. This recommendation represents a 0.7% decrease from the FY 1998 adjusted appropriation. This decrease, according to OMB detail data, primarily reflects a \$111,000 recommended salary reduction in FY 1999 made within the management and administrative services program area.

Office of State Planning	\$1,457	\$1,208	(\$249)	(17.1)%	D-40
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This FY 1999 \$1,208,000 recommended appropriation is for the Office of State Planning that is proposed to be transferred to the DCA from the Department of the Treasury in FY 1999. The primary reason for the recommended \$249,000 reduction in FY 1999 is the elimination of funding for a FY 1998 \$225,000 Brownfields Site Inventory Project that is almost completed. The Office of State Planning has as its objectives the preparation of a State Development and Redevelopment Plan, the issuance of an annual status report and the publication of current estimates and forecasts of population, employment, housing and land needs. The Office also assists and supports the State Planning Commission to ensure that its responsibilities and duties are fulfilled. To this end it facilitates a cooperative planning process with participation of State, county, and local governments, as well as public and private sector interests. Its overall goal is to enhance the development of the State and to formulate sound, consistent and integrated State, county and local plans.

Uniform Fire Code	\$3,447	\$3,497	\$50	1.5%	D-34
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The Division of Fire Safety's uniform fire code program is recommended to increase by \$50,000 for FY 1999. This recommendation represents a 1.5% increase due mainly to a recommended \$50,000 increase for costs associated with OTIS services.

GRANTS-IN-AID

Social Services Programs	\$14,500	\$9,865	(\$4,635)	(32.0)%	E-4,5, 6, 7, 8
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The \$4.6 million decrease in FY 1999 Grants-In-Aid total grants is due in major part to the elimination of 74 individual grants for local governments and non-profits added by the Legislature that totaled \$9.6 million in FY 1998, which are not recommended for FY 1999. These reductions are offset by one funding increase of \$5.0 million for a Faith-Based Community Development Initiative program. According to DCA, the Faith-Based Community Development Initiative funds are to be used for both capital project costs and technical assistance to expand the efforts of houses of worship in urban areas to help revitalize urban neighborhoods.

Significant Changes/New Programs (\$000)

<u>Budget Item</u>	<u>Adj. Approp. FY 1998</u>	<u>Recomm. FY 1999</u>	<u>Dollar Change</u>	<u>Percent Change</u>	<u>Budget Page</u>
STATE AID					
General Fund	\$53,626	\$50,536	(\$3,090)	(5.8)%	F2 to F6
Property Tax Relief Fund	<u>\$786,054</u>	<u>\$786,054</u>	<u>\$0</u>	<u>0.0%</u>	I-3
Total	\$839,680	\$836,590	\$(3,090)	(0.4)%	

The FY 1999 recommended decrease of \$3,090,000 for the State aid accounts in this department is the result of several factors:

Funding is eliminated for three programs: (a) payments to urban centers to raze vacant buildings, \$250,000, (b) Watershed Moratorium Offset Aid, \$2,000,000, and (c) county funding for cross acceptance, \$840,000. According to the DCA, razing vacant buildings in urban areas will be continued under the provisions of the "Urban and Rural Centers Unsafe Buildings Demolition Bond Act" (P.L.1997, c.125) that authorized \$20.0 million in bonds to fund an unsafe buildings demolition revolving loan fund program. The Watershed Moratorium Offset Aid item was added to the FY 1998 appropriations act by the Legislature and has not been continued in the FY 1999 proposed budget. County funding for cross acceptance was a one-time appropriation required only in a year when a new or updated State Plan is drafted; however, recommended budget language would authorize an unspecified amount to be appropriated to "... fund an impact assessment study on the interim State Development and Redevelopment Plan as part of the Cross Acceptance process"

**FEDERAL FUNDS-
REVENUES****Section 8 Existing
Housing Rental
Assistance**

	\$68,835	\$70,946	\$2,111	3.1%	C-22
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An increase of \$2.1 million in federal Section 8 Existing Housing Rental Assistance funding is anticipated for FY 1999. This funding increase is primarily the result of the termination by the federal department of Housing and Urban Development of its \$1.3 million contract with the Wildwood Housing Authority in FY 1999 for the administration of HUD'S section VIII rental assistance program and the subsequent reassignment of that function to the DCA.

**Shelter Plus Care
Program**

	\$61	\$540	\$479	785.2%	C-22
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An increase of approximately \$0.5 million in Shelter Plus Care Program funding is anticipated for FY 1999. This program, which is part of the McKinney Program, is designed to provide housing and supportive services on a long term basis for homeless persons with disabilities.

Language Provisions

1998 Appropriations Handbook

1999 Budget Recommendations

p.B -27

Notwithstanding any other law to the contrary, the amount appropriated hereinabove for Capital City Redevelopment Corporation - Transition Funding shall be allocated to provide for the continued expenses related to the betterment of the capital district during the transition period underway pursuant to P.L.1996, c.62 (C.55:19-20 et seq.).

No similar language.

Explanation

This FY 1998 language was added to the FY 1998 budget by the Legislature to ensure that funding for this purpose would be made available. As a previously anticipated restructuring of the functions of the Capital City Redevelopment Corporation has not yet occurred, the FY 1999 budget does not reflect any appropriations for transition activities.



1998 Appropriations Handbook

1999 Budget Recommendations

No similar language.

p. D-38

The Director of the Division of Budget and Accounting is hereby authorized to transfer such sums as are necessary between the Department of Labor and the Department of Community Affairs for the administration of the Workplace Standards program.

Explanation

This recommended FY 1999 language reflects the recommended transition of the Workplace Standards program from the Department of Labor to the Department of Community Affairs. The language authorizes the Director of the Division of Budget and Accounting to transfer funds, if such a transfer becomes necessary due to revisions in the reorganization plan for the transfer of the program, between the departments to fund the administration of the Workplace Standards program.

Language Provisions

1998 Appropriations Handbook

No similar language.

1999 Budget Recommendations

p. D-41

In addition to the amounts hereinabove, such additional sum as may be necessary are appropriated to fund an impact assessment study on the interim State Development and Redevelopment Plan as part of the Cross Acceptance process, subject to the approval of the Director of the Division of Budget and Accounting.

Explanation

This recommended FY 1999 language is intended to permit the expenditure of additional funds by the Office of State Planning to fund an impact assessment study, if such a study is deemed to be necessary during the cross-acceptance process between the State and local governments.

1998 Appropriations Handbook

No similar language.

1999 Budget Recommendations

p. D-41

The unexpended balances as of June 30, 1998 in the Brownfields Site Inventory Project Account is appropriated for the same purposes.

Explanation

The Office of State Planning is currently assisting in the inventorying of all brownfields sites in the State, and is working in concert with the Departments of Environmental Protection, Commerce and Transportation and other State agencies to develop solutions to the redevelopment of brownfields sites. In FY 1998, the Office of State Planning was appropriated \$225,000 to cover its costs under this project. This language permits the unexpended funds from 1998 to be used for the same purpose in FY 1999.

Language Provisions

1998 Appropriations Handbook

1999 Budget Recommendations

p. C-3

There are appropriated such sums as may be necessary, not to exceed \$1,000,000, to meet the emergency and transitional shelter needs of the homeless and domestic violence victims and related costs, subject to the approval of the Director of the Division of Budget and Accounting.

No similar language.

Explanation

This FY 1998 language has not been recommended for inclusion in the FY 1999 budget because the equivalent funding has been recommended under Grants-In-Aid in FY 1999. The \$1,000,000 appropriation appears in the FY 1999 budget as "Supplemental Shelter Support."

1998 Appropriations Handbook

1999 Budget Recommendations

p. C-7

The unexpended balance as of June 30, 1997 in the Senior Citizen Center, Wayne Township grant appropriation account is appropriated for the same purpose.

No similar language.

Explanation

The Governor has not recommended funding for this purpose in FY 1999. This was a special grant added by the Legislature to meet the special needs of a specific organization and as such was not recommended for funding in FY 1999.

Language Provisions

1998 Appropriations Handbook

1999 Budget Recommendations

p. C-7

In addition to the amount appropriated for the Community Resources program classification, there is appropriated \$15,000 to the Cranbury Historical Society for the celebration 300th anniversary of the founding of Cranbury, subject to the approval of the Director of the Division of Budget and Accounting.

No similar language.

Explanation

The Governor has not recommended funding for this purpose in FY 1999. This was a special grant added by the Legislature to meet the special needs of a specific organization in FY 1998 and as such was not recommended for funding in FY 1999.



1998 Appropriations Handbook

1999 Budget Recommendations

p. C-7

In addition to the amount appropriated to the Community Resources program classification, there is appropriated \$25,000 to the Borough of Jamesburg for town hall repairs, subject to the approval of the Director of the Division of Budget and Accounting.

No similar language.

Explanation

The Governor has not recommended funding for this purpose in FY 1999. This was a special grant added by the Legislature to meet the special needs of a specific municipality in FY 1998 and as such was not recommended for funding in FY 1999.



Language Provisions

1998 Appropriations Handbook

1999 Budget Recommendations

p. D-2

Of the sum hereinabove for Neighborhood Preservation, an amount not to exceed \$2,750,000 is payable from revenues transferred to the General Fund from the Mortgage Assistance Fund created by section 4 of P.L.1976, c.94, and shall be expended for purposes authorized by P.L.1975, c.248 (C.52:27D-142 et seq.) or P.L.1975, c.249 (C.52:27D-152 et seq.).

No similar language.

Explanation

This FY 1998 language has not been recommended for inclusion in the FY 1999 budget because it is anticipated by the Department of Community Affairs that the Mortgage Assistance Fund will not have a sufficient cash surplus available in FY 1999 to permit a repeated use of such funds in FY 1999 for General Fund purposes. This funding was used in FY 1998 to fund a portion of the Neighborhood Preservation program, which provides residential housing maintenance and rehabilitation loans and grants to municipalities so they can preserve threatened but still viable neighborhoods. This purpose will be State-supported in FY 1999 through the use of General Fund monies.



1998 Appropriations Handbook

1999 Budget Recommendations

p. D-2

Of the amount hereinabove for Neighborhood Preservation - Fair Housing, an amount not to exceed \$1,250,000 may be used to provide technical assistance grants to non-profit housing organizations and authorities for creating and supporting affordable housing opportunities.

p. F-3

Of the amount hereinabove for Neighborhood Preservation - Fair Housing, an amount not to exceed [~~\$1,250,000~~] \$1,500,000 may be used to provide technical assistance grants to non-profit housing organizations and authorities for creating and supporting affordable housing opportunities.

Explanation

This recommended FY 1999 language represents a \$250,000 increase in funding for the same purpose over FY 1998's amount. The Department of Community Affairs indicates that the purpose of this \$250,000 increase in funding is to provide more money to non-profit housing organizations

Language Provisions

and authorities in technical assistance grants for creating and supporting affordable housing.



1998 Appropriations Handbook

1999 Budget Recommendations

p. D-3

The amount appropriated hereinabove for Watershed Moratorium Offset Aid shall be distributed among the same municipalities in the same amounts as were distributed from this aid program during fiscal year 1997.

No similar language.

Explanation

The Governor has not recommended funding for this purpose in FY 1999. This was added by the Legislature in FY 1998 to offset the impact of certain long-standing tax appeal judgments awarded in favor of the City of Newark on city-owned land in Vernon Township, Hardyston Township, Rockaway Township, Jefferson Township, Kinnelon Borough and West Milford Township.



1998 Appropriations Handbook

1999 Budget Recommendations

p. D-3

The unexpended balance as of June 30, 1997 in the Extraordinary Municipal Costs Related to Chemical Plant Explosion -- Lodi Borough account is appropriated. The Director of the Division of Local Government Services is authorized to disburse unexpended balances in the account for the purposes of offsetting the borough's emergency appropriation for such purposes as were outstanding as of June 30, 1995.

No similar language.

Explanation

This FY 1998 language was not recommended for FY 1999 because the problem it was intended to address has been resolved. In early 1996, a chemical plant exploded in the Borough of Lodi. The Borough of Lodi received a special Legislative grant of funds in FY 1997 to help cover

Language Provisions

municipal costs relative to the explosion. The Division of Local Government Services has indicated that this grant account is now closed.



1998 Appropriations Handbook

1999 Budget Recommendations

p. G-2

From the amount appropriated hereinabove for Consolidated Municipal Property Tax Relief Aid there shall also be paid to each municipality an amount, equal to an amount, if any, received in Additional Payments to Municipalities for Services to State-Owned Property pursuant to the fiscal year 1997 annual appropriations act, P.L.1996, c.42.

No similar language.

Explanation

This special aid was first paid in FY 1997 to Bridgeton and Trenton in the form of Additional Payments to Municipalities for Services to State-Owned Property. This language integrates PILOT (payments in lieu of tax) payments first funded in FY 1997 from a Treasury State Aid PILOT account into the Consolidated Municipal Property Tax Relief Aid program appropriation for FY 1998. In FY 1998, language to accomplish the same purpose was incorporated into the Consolidated Municipal Property Tax Relief Aid program appropriation language, and therefore, this language is unnecessary.



1998 Appropriations Handbook

1999 Budget Recommendations

p. G-2

Notwithstanding any law to the contrary, the Director of the Division of Local Government Services may deduct from that portion of Consolidated Municipal Property Tax Relief Aid payable to the City of Camden, an amount not to exceed \$200,000 for reimbursement of fiscal monitoring and auditing services.

No similar language.

Language Provisions

Explanation

This FY 1998 language has not been included in the FY 1999 budget recommendations because the Division of Local Government Services is no longer providing special fiscal monitoring and auditing services to the City of Camden. The Division notes that, while this language in the FY 1998 budget permitted it to do so, no funds have been deducted from the City of Camden's Consolidated Municipal Property Tax Relief Aid in FY 1998.



1998 Appropriations Handbook

No similar language.

1999 Budget Recommendations

p. I-3

Notwithstanding the provisions of N.J.S.A.52:27D-118.36 and 118.40 to the contrary, the amount appropriated for Supplemental Municipal Property Tax Relief Act - Discretionary Aid may be used for payments to eligible municipalities for costs associated with activities which improve operations and provide short and long term property tax savings, including but not limited to shared and regional services, enhanced tax and revenue collection efforts, and other activity which can be demonstrated to meet the above requirements.

Explanation

The purpose of this FY 1999 recommended language is to expand the Supplemental Municipal Property Tax Relief Act - Discretionary Aid program objectives so as to provide additional financial support to municipalities experiencing fiscal distress in the form of property tax increases where those municipalities have begun activities which improve operations to reduce that fiscal distress and provide short and long-term property tax savings to property taxpayers. This proposed language will allow the distribution of this aid to municipalities that might otherwise not qualify to receive aid, but that have shown success in improving operations and providing property tax savings. As the recommended language indicates, the activities include, but are not limited to, shared and regional services, enhanced tax and revenue collection efforts and other such activity that is demonstrated to improve operations and provide property tax savings.



Discussion Points

1. The department has discussed for many years re-engineering the local budget review process and the preparation of the Annual Report of the Division of Local Government Services, which contains the statements of financial condition of counties and municipalities. In July of 1997, the State of New Jersey, through its Office of Telecommunications and Information Systems, commenced development of a network called the "New Jersey Government Business Network," an "intranet," as a means for State government to deliver electronic services to the over 1,500 local government units (including municipal, school, county, and local authority organizations).

! Question: How does the DCA plan to apply this electronic initiative to the preparation of its annual report and budget review process?

2. Federal funds of some \$184.6 million are anticipated in FY 1999, an increase of \$2.6 million from the current fiscal year. The federal revenues support some 16 programs with the majority of the funding in three programs: the Community Services Block Grant, \$14.0 million, Section 8 Existing Housing Rental Assistance, \$70.9 million, and Section 8 Housing Voucher Program, \$42.4 million. In total, some \$51.4 million was unspent in FY 1997 from those same 3 programs, 29% of the total \$172.7 million available to those programs in FY 1997.

! Question: Please explain what accounts for the seeming delay in spending the federal dollars.

3. The Local Government Ethics Law, which became law in February of 1991, requires local officers to file financial disclosure statements with the Local Finance Board.

! Questions: Since the department is completing a computer hardware and software update, to what extent, if any, will this computer updating address the need to file over 36,000 multi-page local ethics filings per year? Does the department plan to use computer scanning and imaging technology in the future to reduce the forms to computer images? Has any consideration been given to permitting annual filings by computer over the Internet, and if so, would such a procedure be cost effective?

4. The Governor's budget recommends a new \$5.0 million grant-in-aid appropriation in FY 1999 for a Faith-Based Community Development Initiative. An article in the DCA publication Housing and Community Advocate (Winter of 1997) states that DCA in concert with Chase and PSE&G will share equally in the cost of the project, and the Center for Non-Profits will administer the program.

! Questions: What are the tangible goals and objectives underpinning this new flexible financing designed to support faith-based groups in revitalizing urban neighborhoods? What will the program's priorities be for FY 1999? Over what time frame might these goals and priorities be achieved?

5. In both the FY 1997 and FY 1998, a \$500,000 Joint Services Incentive Aid appropriation was funded to encourage municipalities to study and implement programs to save money by sharing services. Another \$500,000 is recommended for FY 1999.

! Question: How many municipalities have filed applications with the department for funding, and how many dollars has the department dispersed in grants to date? How many municipalities have entered into joint service ventures as a result of the program?

Discussion Points

6. Receipts of \$674,000 in FY 1999 are anticipated by DCA from proposed fee adjustments for two programs: Boarding Home Licensing Fees (N.J.S.A.55:13A-12) are recommended to be increased from a current maximum of \$150 to a \$300 maximum per hotel or multiple dwelling, for a total of \$118,000; Housing Inspection Registration Fees (N.J.S.A.55:13B-7) are recommended to be increased per facility from \$10 currently to \$100, for a total of \$556,000.

! *Question:* Please provide a breakdown of how receipts from the recommended fee adjustments will be used.

7. The footnote language in the FY 1999 State budget concerning the Hackensack Meadowlands Development Commission (HMDC) landfill closure and post-closure escrow excess earnings fund directs the HMDC to deposit excess earnings up to \$3,005,000 in the General Fund for appropriation to support operational costs.

! *Questions:* What is the estimated CY 1998 closing balance in the HMDC financial closure plan for solid waste facilities? What were the actual closure activities and expenditures from CY 1989 to date in CY 1998? Please provide a copy of the most recent HMDC financial plan and the accompanying activities description for the closure and post-closure of the HMDC sanitary landfill facilities prepared by HMDC.

8. An ongoing \$500,000 Grants-In-Aid item for Recreation for the Handicapped is recommended in the budget for FY 1999. Continuation funding of \$500,000 is recommended. Program data indicates 54 recreation programs for individuals with disabilities are supported.

! *Question:* Please discuss the basis for allocating funds from this account to the various recreation programs. Are any of this program's administrative costs funded from this account?

9. The FY 1999 budget recommends the transfer of the Office of State Planning (N.J.S.A.52:18A-201) from the Department of the Treasury to the DCA. The Governor in her inauguration speech placed renewed emphasis on the implementation of the State Plan and directed the cabinet to use the State Plan as a fundamental guide in making permit and funding decisions. The Governor referred to the State Plan as a "blueprint for redeveloping cities, relieving congestion and containing sprawl."

! *Questions:* What activities will the Office of State Planning undertake in FY 1999 to implement the Governor's directive? To what extent does existing State law allow the department to use the State Plan as a blueprint for development? Will any changes to existing law be necessary to further these objectives?

10. The FY 1999 budget recommends \$1,350,000 for the Special Urban Services program which, under the guidance of the Urban Coordinating Council, is to provide for the effective coordination of urban polices between State agencies and communities to improve the State's urban areas.

! *Questions:* What initiatives are currently being pursued in the UCC neighborhoods and how much money is being expended on those efforts in each neighborhood? In FY 1999 what role will the department play in coordinating government programs and investments in the State's urban areas and how will this recommended appropriation of \$1,350,000 be used in furtherance of those activities?

Background Paper: Shelter Assistance Grants

Budget Page.... E-3

The FY 1998 Appropriations Act contains a \$2 million Grant-In-Aid appropriation for Shelter Assistance. Budget language requires the Commissioner of Community Affairs to report "...statistical and financial information on the expenditure of funds from the Shelter Assistance account for fiscal year 1998." The report is submitted to the Joint Budget Oversight Committee.

The chart on the following page reproduces the Commissioner's Shelter Assistance report, as of February 28, 1998.

The Shelter Assistance program is recommended to receive \$2 million again in FY 1999, with an additional \$1 million for Supplemental Shelter Support. Shelter Assistance is financed from the "Fair Housing" portion of the realty transfer tax.

Background Paper: Shelter Assistance Grants

Shelter Assistance Programs - Annual Financial and Statistical Report - FY 1998⁽¹⁾

Grantees	Grant Award	Type of Facility	Beds Created	Municipality/County
New Brunswick City	\$179,800	Emergency Shelter for Men	40 ⁽²⁾	New Brunswick/Middlesex
Strengthen Our Sisters, Inc.	125,000	Women's Shelter Thrift Shop	0	West Milford/Passaic
Mother/Child Residential Services, Inc.	35,000	Transitional Housing - Women & Children	6	Woodbury/Gloucester
AIDS Coalition of Southern NJ, Inc.	225,000	Transitional Housing for Men & Women With HIV/AIDS	12	Bellmawr & Collingswood/Camden
Elizabeth City	302,000	Emergency Shelter for Men & Women	20 ⁽²⁾	Elizabeth/Union
Isaiah House	100,000	Transitional Housing for Families & Single Individuals	118 ⁽²⁾	East Orange/Essex
Lutheran Social Ministries	158,400	Transitional Housing for Women	55	Jersey City/Hudson
Middlesex Interfaith Partners With the Homeless	400,000	Transitional Housing for Men & Women With HIV/AIDS	90	Edison/Middlesex
Womens' Crisis Services	77,000	Transitional Housing - Domestic Violence	15	Flemington/Hunterdon
Community Soup Kitchen	14,000	Soup Kitchen	0	Morristown/Morris
Trenton City	400,000	Emergency Family Shelter	50	Trenton/Mercer
TOTAL	\$ 2,016,200		228 (New Beds)	

Notes:

⁽¹⁾ As of February 28, 1998.⁽²⁾ Additional funding for the number of beds shown, which were reported in a previous report.

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Individuals wishing information and committee schedules on the FY 1999 budget are encouraged to contact:

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