



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS

101 SOUTH BROAD STREET

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TAHESHA L. WAY
Lieutenant Governor

JACQUELYN A. SUÁREZ
Commissioner

August 13, 2025

Via Email: opra+request-79351-5fae6d71@requests.opramachine.com

RE: Government Records OPRA Request C238879

Dear Alexandria M Holley,

The Division of Housing and Community Resources of the New Jersey Department of Community Affairs received your Common Law Request and Open Public Records Act (OPRA) request on August 8, 2025. As such, the seven (7) business day deadline to respond to your request is August 19, 2025. This response to your request is provided to you on the (3rd) business day after the custodian's receipt of said request.

Record Requested Information:

1. *a copy of the background check request submitted on my behalf*
2. *a copy of the criminal background report or results received by your agency.*
3. *any notes, summaries, or determinations made by your staff regarding this background check.*
4. *the source (s) from which the background check information was obtained.*

Please be advised that the Division **does not** possess any records responsive to your request after conducting a thorough search. Our records show that an application may have been done in 2010. Unfortunately, file data for inactive HCV participants will only be retained for three years after the family's departure from the Housing Choice Voucher program. 124 CFR 982.158(e); Notice PIH 2018-18 (Section 17); 24 CFR 908.101; Notice PIH 2018-14 (Section 8)

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the Department of Community Affairs to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ, 08625, by e-mail at grc@dca.state.nj.us, or at their web site at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Very truly yours,

/s/ Phillip Voicu

Department of Community Affairs

Division of Housing & Community Resources

Cc: C238879 file