



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 051
TRENTON, NJ 08625-0051

PHILIP D. MURPHY
Governor

LT. GOVERNOR SHEILA Y. OLIVER
Commissioner

April 18, 2018

Via Email Only – opra+request-1460-cd263669@requests.opramachine.com

Patrick Duff
No mailing address provided

Re: OPRA - Government Records Request C131427

Dear Mr. Duff:

The Division of Housing and Community Resources of the New Jersey Department of Community Affairs (Division) received your Open Public Records Act (OPRA) request on April 9, 2018. As such, the seven (7) business day deadline to respond to your request is April 18, 2018. This response to your request is being provided to you on the seventh (7th) business day after the custodian's receipt of said request.

Your request provides:

Dear New Jersey Department of Community Affairs, Division of Housing and Community Resources,

This is a request for public records made under OPRA and the common law right of access. Please acknowledge receipt of this message.

Records requested:

The Community Block Grant Development handbook and any rules or procedures they have regarding the State Public Participation Plan and also the keeping of minutes.

Yours faithfully,

Patrick Duff

At this time, we require clarification of your OPRA request and ask that you specifically identify which handbook you seek, since there are a number of different handbooks which relate to Community Development Block Grant (CDBG) programs (e.g., Small Cities, Disaster Recovery, etc.).

As an aside, note that the handbooks and other program resources and information may be found on our website at the following location: <http://www.nj.gov/dca/divisions/dhcr/offices/cdbg.html>.

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Note also that there are no other policies, procedures, or materials related to the programs beyond those posted on the website.

Please respond in writing and provide the requested information by April 27, 2018. Failure to provide written clarification of your OPRA request will result in its closure.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Robert A. Feher", followed by a long, sweeping horizontal line.

Robert A. Feher
Records Custodian
Division of Housing and Community Resources

RAF: