

CHAPTER 44A**LOCAL HOUSING AUTHORITY CRIME REPORTS****Authority**

N.J.S.A. 40A:12A-45 and 49.

Source and Effective Date

R.2009 d.359, effective November 4, 2009.
See: 41 N.J.R. 2069(a), 41 N.J.R. 4433(b).

Chapter Expiration Date

In accordance with N.J.S.A. 52:14B-5.1b, Chapter 44A, Local Housing Authority Crime Reports, expires on November 4, 2016. See: 43 N.J.R. 1203(a).

Chapter Historical Note

Chapter 44A, Local Housing Authority Crime Reports, was adopted as R.2004 d.429, effective November 15, 2004. See: 36 N.J.R. 3006(a), 36 N.J.R. 5092(a).

Chapter 44A, Local Housing Authority Crime Reports, was readopted as R.2009 d.359, effective November 4, 2009. See: Source and Effective Date.

CHAPTER TABLE OF CONTENTS**SUBCHAPTER 1. GENERAL PROVISIONS**

- 5:44A-1.1 Title
- 5:44A-1.2 Purpose
- 5:44A-1.3 Applicability
- 5:44A-1.4 Definitions
- 5:44A-1.5 Severability

SUBCHAPTER 2. REPORTING REQUIREMENTS AND ADMINISTRATION

- 5:44A-2.1 Reporting requirements
- 5:44A-2.2 Procedures
- 5:44A-2.3 Compliance
- 5:44A-2.4 Enforcement
- 5:44A-2.5 Right of appeal

APPENDIX**SUBCHAPTER 1. GENERAL PROVISIONS****5:44A-1.1 Title**

The rules in this chapter shall be known as the "Rules for Housing Authority Crime Reports."

5:44A-1.2 Purpose

The purpose of the rules is to provide for the annual reporting to the Department of Community Affairs and to the Legislature information on violent crimes and drug offenses occurring on covered property.

5:44A-1.3 Applicability

These rules shall apply to any local housing authority created or continued pursuant to the Local Redevelopment

and Housing Law, N.J.S.A. 40A:12A-1 et seq., that owns and manages low-income units and to owners of property of 10 or more rental units receiving project-based Federal rental assistance, hereinafter "project-based housing."

5:44A-1.4 Definitions

All the definitions in the Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq., and in N.J.A.C. 5:44 are incorporated in this section by reference. In addition, the following words and terms shall have the following meanings, unless the context clearly indicates otherwise:

"Controlled dangerous substance" means a drug, substance, or immediate precursor and shall include controlled substance analogs. The term shall not include distilled spirits, wine, malt beverages, or tobacco and tobacco products.

"Controlled substance analog" means a substance that has a chemical structure substantially similar to that of a controlled dangerous substance and is specifically designed to produce an effect substantially similar to that of a controlled dangerous substance.

"Covered properties" means public housing authority property and project-based housing of 10 or more rental units.

"Drug offenses" means those offenses enumerated in the Comprehensive Drug Reform Act of 1987, N.J.S.A. 2C:35-36.1 et al., and involving the unlawful use, possession, manufacture, dispensing or distribution of a controlled dangerous substance or analog or drug paraphernalia.

"Project-based housing" means multi-family property of 10 or more units receiving project-based Federal section 8 rental assistance.

"Reportable crimes" means those violent crimes and drug offenses defined in this section that shall be included in the "Public Housing Crime Report" to the Department (see chapter Appendix).

"Violent crimes" means those crimes delineated in the most recently issued Uniform Crime Report, published by the Department of Law and Public Safety, according to the following categories: Homicide, Rape, Robbery and Aggravated Assault. The Report can be obtained electronically on the web from the Office of the Attorney General at www.state.nj.us/lps/publications.htm.

5:44A-1.5 Severability

If any provision of these rules or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the rules, and the rules shall remain in effect in all valid provisions that are severable, and to this end, the provisions of the rules are severable.

SUBCHAPTER 2. REPORTING REQUIREMENTS AND ADMINISTRATION

5:44A-2.1 Reporting requirements

(a) No later than September 1 of each year, executive directors and owners of covered property shall prepare and submit to the Department a report on the violent crimes and drug offenses committed on their property. The reporting period shall cover the 12 months from July 1 to June 30 immediately preceding the report. The report shall be prepared by completing the "Public Housing Crime Report" form provided by the Department and set forth herein as the chapter Appendix, incorporated herein by reference.

(b) By January 1 of each year, the Commissioner of Community Affairs shall prepare and distribute to each member of the Legislature a report that compiles and analyzes the information submitted.

(c) Owners of project-based housing properties located in different municipalities shall complete a separate report for properties in each municipality. Covered properties in each municipality may be aggregated for reporting purposes.

5:44A-2.2 Procedures

(a) Housing authorities and project-based housing entities shall cooperate with local law enforcement agencies to obtain information on violent crimes and drug offenses consistent with New Jersey's Uniform Crime Reporting Program. Law enforcement agencies shall be provided the addresses of covered properties owned at any time during the preceding 12-month reporting period with a request to provide the number and type of violent crimes and drug offenses committed on each of these properties.

(b) Information from law enforcement agencies shall be used to complete the "Public Housing Crime Report." The completed report shall be signed by the executive director and chairman of the housing authority or by the owner or manager of project-based housing and submitted no later than September 1st to the Department of Community Affairs, Division of Housing and Community Resources, 101 S. Broad St., PO Box 051, Trenton, NJ 08625, Attn. PHA Program Manager.

5:44A-2.3 Compliance

(a) Each housing authority and project-based housing entity is required to make a reasonable effort to obtain and accurately report the information requested. An authority or entity is deemed to have met its obligation in accordance with N.J.S.A. 52:27D-3.4 if it secures violent crime and drug offense information from the local law enforcement agency on the properties it owns.

(b) A housing authority or project-based housing entity unable to provide the requested information shall submit a certification signed by the law enforcement agency official

responsible for maintaining crime records stating that the information requested is unavailable.

5:44A-2.4 Enforcement

(a) The Department shall take appropriate action to gain compliance with this chapter. This appropriate action shall include, but is not limited to, issuing administrative orders or notices or instituting or causing to be instituted any necessary legal proceedings. The Department shall take such action if it determines that an executive director or owner of covered property:

1. Has fraudulently or deceitfully reported false information in violation of the statute and this chapter; or
2. Has failed to comply with any order issued by the Department.

(b) The Department, in addition or as an alternative to the actions listed in (a) above, may issue a letter of warning, reprimand, or censure with regard to any conduct that, in the judgment of the Department, so warrants.

5:44A-2.5 Right of appeal

(a) Any housing authority or person aggrieved by any notice, action or order under this chapter concerning reporting requirements may appeal by submitting a written hearing request to the Hearing Coordinator, DCA, PO Box 802, Trenton, NJ 08625. The hearing shall be conducted by the Office of Administrative Law pursuant to the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq., and the Uniform Administrative Procedure Rules, N.J.A.C. 1:1, and the final decision shall be issued by the Commissioner.

(b) All hearing requests shall be signed by the aggrieved party and shall include:

1. The date of the action that is the subject of the appeal;
2. The name, title and status of the person submitting the appeal;
3. The action claimed to be in error; and
4. A concise statement of the basis for the appeal.

(c) Hearing requests shall be denied unless submitted within 15 days after receipt of the ruling, notice or other similar document upon which the appeal is based.

APPENDIX

July 1, 200 _____ to _____ June 30, 200 _____

LOCAL HOUSING AUTHORITY CRIME REPORTS

5:44A App.

Name of property owner, corporation, or authority _____
 Mailing address _____
 Name of contact person (Director, Manager) _____
 Title of Contact Person _____
 Telephone number (and extension) _____
 Source of crime statistics data _____
 Total number of residents _____
 Total number of units _____
 Annual expenditure for crime prevention and drug elimination _____

HOMICIDE	RAPE	ROBBERY	AGGRAVATED	NARCOTICS	DRUGS:
			ASSAULT	POSSESSION	DISTRIBUTION/ MANUFACTURE

This report has been reviewed and is submitted by:

HOUSING AUTHORITY

Executive Director _____
 PROJECT BASED HOUSING _____

Date _____

Property Manager

Date

INSTRUCTIONS

1. Open template form and cursor will be on the cell for the starting date of reporting period. If you use the key the cursor will jump to the next field—the ending date of the reporting period. If you use the arrow keys, the cursor will take you to the next data field.
2. There is a comment note for each entry field. You can see the note if you place the cursor on the small red triangle. Each note contains the appropriate way to enter the data. Please enter data only in the designated cell(s).
3. When you are done entering all data please mail, fax or send it electronically via e-mail. If you are going to mail or fax the report just click on the print icon and the print format is already designed. The address for mailing is as follows:

Department of Community Affairs
 Division of Housing and Community Resources
 101 South Broad Street—PO Box 051
 Trenton, New Jersey 08625
 Attn. PHA Program Manager