State of New Jersey

PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lieutenant Governor

DEPARTMENT OF COMMUNITY AFFAIRS
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TRENTON, NJ 08625-0811

JACQUELYN A. SUÁREZ
Acting Commissioner

Fair Hearing Process

Any household is entitled to, and upon request will receive, an administrative review or a fair hearing if any of the following occurs:

1. The household's application is denied.

2. The household's application is neither approved nor denied within 60 days after application (or 40 days after application for elderly or disabled individuals), unless the delay was caused by the household's lack of cooperation in providing necessary and reasonable evidence.

3. The benefit is less than the household believes it should be. Or

4. The benefit will be paid in a lesser amount than the household was notified.

Each household requesting a hearing will receive an initial review on the documentation available to the Department of Community Affairs' (DCA's) Division of Housing and Community Resources (DH&CR). The results of this administrative review will be conveyed to the household in writing, whereupon the household may either accept the findings of the DH&CR as the final decision or indicate its desire to proceed with a fair hearing.

The fair hearings process will be in accordance with established Work First New Jersey (WFNJ) program fair hearings procedures contained in N.J.A.C. 10:90-9

This is to confirm that I have received the Leaflet on Fair Hearing process from

_____ on this day_____ 20 _____

Name_____ Last 4 of SS#: _____

Signature_____

Date_____