OFFICE OF ADMINISTRATIVE LAW
CERTIFICATE OF PROPOSAL, ADOPTION, AND PROMULGATION

TO: **Geraldine Callahan, APO**
Community Affairs

I. PROPOSED RULE
(Completed by OAL)

(a) Proposing Agency
Division of Housing and Community Resources

(b) Subject of Proposal
Home Energy Assitance Handbook

(c) Proposal Number:
PRN 2018-056

(d) Legislative Receipt Date
5/17/2018

(e) Publication Date
6/18/2018

(f) Calendar Reference
Exception

(g) Proposal Notice Citation
50 N.J.R. 1397(a)

(h) Type of Rule
1. ☒ New Rule
2. ☐ Amendment
3. ☐ Repeal
4. ☐ Readoption
5. ☐ Concurrent Proposal

(i) Code Citation N.J.A.C.
5:49

(j) This is to certify that the notice of proposed rule was filed and published in the New Jersey Register pursuant to N.J.S.A. 52:14B-3(4) and 4(a)(1).

Thomas E. Harris Jr. **6/18/2018**

Manager
Division of Administrative Rules

Date

II. RULEMAKING RECORD AND ADOPTION OF PROPOSED RULE (To be completed by proposing Agency)

(a) Public Notice for Proposal
1. ☐ New Jersey Register
2. ☐ Interested Persons
3. ☐ a. Rulemaking Notice Requestors; or
   ☐ b. There are no requestors
4. ☐ a. Elec. Mailing List Subscribers; or
   ☐ b. There are no subscribers
5. ☐ State House News Media
6. ☐ Agency Website
7. ☐ Additional Publicity
(Specify)

(b) Public Comment Permitted
1. ☐ Written Statement
2. ☐ Phone Conversation
3. ☐ Public Hearing
4. ☐ Personal Interview
5. ☐ Conference
6. ☐ Other (Specify)

(c) Special procedure initiated pursuant to the APA or otherwise required by law
1. ☐ Pre-Proposal for a Rule
2. ☐ Petition for a Rule
3. ☐ Public Hearing
   ☐ i. Pursuant to N.J.S.A. 52:14B-4(a)(3)
   ☐ ii. Mandatory
   ☐ iii. Discretionary
4. ☐ Submission to Advisory Board
   ☐ i. Mandated by:
5. ☐ Special Notice
   ☐ i. Mandated by:
6. ☐ Notice of Substantial Changes pursuant to N.J.S.A. 52:14B-4.10
7. Other (Specify)
   ☐ i. Mandated by:

(d) Public Hearing (where applicable)
1. Date(s)
2. Place(s)
3. No. persons testified

(e) Record of Public Comment
1. ☐ File of Written Statement
2. ☐ Transcript of Public Hearing
3. ☐ Public Hearing Officer's Report
4. ☐ List of Individuals or Associations
5. ☐ Minutes of Conference or Other Meeting, or Discussion Summary
6. ☐ Number of Commenters
7. ☐ No Comments Received
Include List of Commenters and Summary of Public Comments Received and Agency Responses in Adoption Notice

(f) Variance between Proposal and Adoption
1. ☐ No Change
2. ☐ With Changes Not in Violation of N.J.A.C. 1:30-6.3
Include Explanation of, and Reasons for, Changes in Adoption Notice

(g) Operative Date
1. ☐ Upon Promulgation (Date of Publication)
2. ☐ After Promulgation (specify cite(s) and date(s))
3. ☐ Upon Filing (for Emergency and Readopted rules, if filed timely)

(h) Expiration Date
1. ☐
   ☐ i. Established by this Rule
   ☐ ii. Already Established as Part of N.J.A.C.
2. ☐ Exempt, under

(i) Type of Adoption
1. ☐ Ordinary Rule
2. ☐ Emergency Rule
3. ☐ Special Rule
4. ☐ Organizational Rule
5. ☐ N.J.S.A. 52:14B-5.1 Readoption
6. ☐ Readoption of Emergency or Special Rule
Attach Statement of Imminent Peril and Expiration Date for any Emergency Rule

(j) OAL Log
R. d.
Date Received:
Date Filed:

(k) Adoption. Pursuant to the authority of N.J.S.A. and in accordance with the New Jersey APA and any applicable provisions of State or Federal statutes or regulations, the (Agency) hereby adopts this proposal and certifies that the rulemaking record contained in and attached to this Certificate complies with N.J.A.C. 1:30-5.6.

ORDERED this day of , 20

Signature of Adopting Officer
Adopting Officer's Title

III. PROMULGATION (Completed by OAL)

(a) Code Citation: N.J.A.C.

(b) Document Number: R. d.

(c) Adoption Notice Citation N.J.R.

(d) Publication Date

(e) This is to certify that the adopted rule was filed and promulgated pursuant to N.J.S.A. 52:14B-1 et seq.

Manager, Division of Administrative Rules

Date

Form OAL APF-18-2E