

**STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES**

DEPARTMENT POLICY: DCF.P1.03-2007

EFFECTIVE DATE: August 31, 2007

SUBJECT: **Charitable Registration and Investigation Act**

I. POLICY

The purpose of this policy is to advise private non-profit provider agencies of the necessity to be in compliance with the Charitable Registration and Investigation Act of 1994, P.L. 1994 Chapter 16 (N.J.S.A. 45:17A-18 et seq.) The Act applies to non-profits with fiscal years ending December 31, 1994 and thereafter.

II. SCOPE

This policy circular applies to all private non-profit provider agencies that contract with the Department of Children and Families.

III. DEFINITIONS

Charitable Registration and Investigation Act N.J.S.A. 45:17A-18et seq., specifically 45:17A-21b was developed to protect the public from fraud and deceptive practices.

IV. POLICY

Private non-profit provider agencies must be in compliance with the Charitable Registration and Investigation Act of 1994 and all reporting and auditing requirements of the Division of Consumer Affairs, Office of Consumer Protection.

V. PROCEDURES

- A. In accordance with policy DCF.P1.01, Contract Proposal Process, upon request the provider agency must provide written verification of compliance with all conditions of the Charitable Registration and Investigation Act. Information about the Act can be obtained by telephoning the Division of Consumer Affairs, Office of Consumer Protection, P.O. Box 45021, Newark, NJ 07101 at (973) 504-6215 or reviewing online at www.nj.gov/oag/ca/charhlp.htm.
- B. Every registered organization, unless otherwise exempt, is required to file an annual Registration Statement with the Division of Consumer Affairs, Office of Consumer Protection, Department of Law and Public Safety within six months of the close of its fiscal period.

Commissioner