



State of New Jersey

DEPARTMENT OF CHILDREN AND FAMILIES  
NORTHERN BUSINESS OFFICE  
201 LITTLETON ROAD  
MORRIS PLAINS, NJ 07950

MIKIE SHERRILL  
Governor

DR. DALE G. CALDWELL  
Lt. Governor

CHRISTINE NORBUT BEYER, MSW  
Interim Commissioner

May 8, 2026

Matthew P. Jordan, Esq., County Administrator  
County of Passaic - Department of Human Services  
401 Grand Street, Room 205  
Paterson, NJ 07505

Re: July 2026 (SFY27) Contract Renewal

Dear Matthew P. Jordan:

I am pleased to inform you that the Department of Children and Families (DCF) is renewing its contract with your agency, effective July 1, 2026, through June 30, 2027. Your current contract term expires on June 30, 2026.

The below chart identifies the Contract Number, Reimbursable Ceiling, and Program Name for contracts being renewed effective July 1, 2026.

Contract Number	Reimbursable Ceiling	Program Name
27N00193	\$172,064	Planning and Information Service, HSAC

Enclosed is a Contract Renewal Checklist ("Checklist"), which notes which documents your agency is required to submit to proceed with the Contract Renewal; along with information on how to obtain necessary documents. Contract Forms are available for download from DCF's contract website at <https://www.nj.gov/dcf/providers/contracting/forms/>.

Please note, while DCF allows multiple contracts to be included on the same Annex B, for each individual contract, it may be necessary for you to budget by APU and budget fiscal year as indicated on your Schedule of Estimated Claims (SEC), labeling each budget column with the corresponding contract number, APU and budget fiscal year. In some cases, it may be easier for your agency to submit a separate Annex B for each distinct contract.

[www.nj.gov/dcf](http://www.nj.gov/dcf)

As you are aware, DCF receives its funding through the Annual Appropriations Act and DCF's ability to execute the contract is subject to the sufficiency of funds, as noted in Section 5.12 of DCF's Standard Language Document.

Please review the Checklist and return all the requested documents by **Friday, 6/9/26** to my attention: [Janelle.mcbride@dcf.nj.gov](mailto:Janelle.mcbride@dcf.nj.gov)

Thank you for your understanding and cooperation with DCF's ongoing efforts to improve contracting processes.

Sincerely,

*Janelle K. McBride, MS*

Janelle K. McBride, MS  
Contract Administrator 2  
Business Office