



Michael R. Bloomberg  
Mayor

City of New York  
Department of Youth and Community Development  
Summer Youth Employment Program 2006



Jeanne B. Mullgrav  
Commissioner

**APPLICATION INSTRUCTIONS**

The Summer Youth Employment Program (SYEP) will provide a workplace, teach valuable employment skills, and provide you with a summer income. SYEP educational activities will enhance your summer experience, allowing you to develop career awareness, understanding of personal money management, and work-related social skills.

**SYEP is open to all youth ages 14 through 21, living in New York City, regardless of income level.**

**To be considered for this program you must:**

- Be a resident of one of the five boroughs of New York City
- Be at least 14 years of age but not over 21 years of age by July 5, 2006
- Be registered with the Selective Service System if you are a male 18 years of age or older

**To participate in SYEP this summer:**

- Complete the attached application form
- Obtain required documentation (see attached 'Required Documents Checklist' page for details)
- Return your completed application with required documentation to the authorized intake organization of your choosing (a list of organizations throughout the City is attached)
- You must provide income verification for all family members residing in your household **only** if offered a job

The **DEADLINE** for submitting your application with required documentation is **Tuesday, May 30, 2006**. If you have questions about completing this form or the required documents, please call 311 and ask about DYCD's Summer Youth Employment Program.

Only one application will be accepted for each individual applicant. Complete applications will be entered into a random lottery to determine those applicants who will be offered a position in the Summer Youth Employment Program. **SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE ELIGIBILITY OR PLACEMENT INTO THE PROGRAM.**

*The status of your application can be found at [www.nyc.gov/dycd](http://www.nyc.gov/dycd)*



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## APPLICATION

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1. Social Security Number  -  -

2. Gender  Male  Female

3. Last Name

4. First Name

5. Middle

6. Birth Date  /  /

7. Citizenship Status  1. U.S. Citizen  2. Permanent Resident Alien  3. Other

8. Street Address (number and street)

9. Apt #

10. Zip Code

11. Borough (Check one)  1. Bronx  2. Brooklyn  3. Manhattan  4. Queens  5. Staten Island

12. Phone Number where you can be contacted (Area code)  -  -

13. Emergency Contact Number (Area code)  -  -

14. Emergency Contact Name Last Name  First Name

15. Email address you can be reached at

16. Are you currently receiving public assistance?  Yes  No If No, proceed to item 18.

17. Type of Public Assistance (Check all that apply)  Family Assistance (formerly known as AFDC)  Food Stamps  S.S.I.  Safety Net (formerly known as HR)  Other

18. Total family income (gross) for the prior calendar year \$

19. Number of family members currently living in your household

20.  Check here if you have a disability

21. What is your current educational status?  1. Student in HS or below  2. College student  3. HS graduate  4. GED recipient  5. Left HS before graduating

22. If High School or below, what is your current grade?

23. Last school grade completed

24. Are you registered with the Selective Service System (males 18 and over)?  Yes  No

25. Ethnicity (Check One)  1. American Indian  2. Asian (Non-Hispanic)  3. Black (Non-Hispanic)  4. Hispanic/Latino  5. Pacific Islander  6. White (Non - Hispanic)  7. Other

26. Are you or any member of your household (0-64 years of age) covered by Medicaid, Child Health Plus, Family Health Plus or private medical insurance? Yes  No

27. If NO, do you want to be contacted with information about public health insurance programs? Yes  No

### CERTIFICATION STATEMENT

I, the undersigned, certify that all information on this form is true and correct. I understand that my statements are subject to verification. I further understand that any false statements may subject me to criminal prosecution under both New York State Penal Laws, section 175.35 and Federal Law, 18 U.S.C.A. 1001, and to civil action for return of all monies received. I agree and accept that I will abide by all applicable rules and regulations of this program.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Intake Officer Signature \_\_\_\_\_ Date \_\_\_\_\_

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**REQUIRED DOCUMENTS CHECKLIST**

In order for your application to be processed you must provide 1 copy of a document or item(s) from categories 1-5 and 6-7 if applicable, with the submission of your application. Some documents may satisfy more than one category (e.g. U.S. Birth Certificate or current U.S. Passport for categories 2 and 4).

<b>1. Proof of Address</b>	
	Official Mail: Government postmarked documents <b>OR</b>
	Utility Bill with last name and address <b>OR</b>
	Current Lease

<b>2. Proof of Age</b>	
	Birth Certificate <b>OR</b>
	Military Discharge Papers <b>OR</b>
	Driver's/Non-Driver's License <b>OR</b>
	Alien Registration Card <b>OR</b>
	Selective Service Registration Card <b>OR</b>
	Current U.S. Passport

<b>3. Working Papers</b>	
<p>All youth under the age of 18 at the time of application must submit their most current working papers. Working papers can be acquired through your school. If you are not attending school, call 311 or contact your local public high school.</p>	
	14 and 15 years of age: Blue colored card
	16 and 17 years of age: Green colored card

<b>4. Proof of Citizenship/Alien Status</b>	
	Current U.S. Passport <b>OR</b>
	U.S. Birth Certificate <b>OR</b>
	Alien Registration Card <b>OR</b>
	I-94, I-551, I-688B, I-766 <b>OR</b>
	Certificate of Naturalization <b>OR</b>
	Employment Registration Card

<b>5. Proof of Social Security Number</b>	
	Social Security Card

<b>6. Selective Service</b> <i>If you are a male, 18 years of age or older, you must submit:</i>	
	Selective Service Registration Card <b>OR</b>
	Official Notification (original) from Selective Service

<b>7. Proof of Disability</b> <i>If you have a disability, you must submit:</i>	
	Official document certifying disability status from a physician, ACS, School, HRA, Social Service agency or other authorized entity

If selected for SYEP, you must provide pictures and a one item from categories 9 or 10 prior to placement.

**Pre-Enrollment Verification**

<b>8. Pictures</b>	
	Two (2) identical, original, recent passport-sized photos (1" by 1") of the applicant. No hats or sunglasses.

<b>9. Proof of Public Assistance</b> <i>If you are supported by Public Assistance, you must submit</i>	
	Current EBT Card and a receipt (with parent/guardian name) <b>OR</b>
	Official letter from Social Services (must include applicant's name, Benefit # and date) <b>OR</b>
	Benefit budget letter

<b>10. Proof of Family Income</b> <i>If you are not supported by Public Assistance, you must submit for each income earning family member</i>	
	Two (2) consecutive pay stubs within the last six months (must have payee name, year and gross income) <b>OR</b>
	2005 W2 form and one (1) current dated pay stub <b>OR</b>
	Dated Pension Award Letter <b>OR</b>
	Dated SSA/SSI Award Letter <b>OR</b>
	Unemployment Benefit Document <b>OR</b>
	If self-employed, Schedule C showing loss or profit or other appropriate schedules



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**AUTHORIZED INTAKE ORGANIZATIONS**



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**BRONX**

<b>Community Association of Progressive Dominicans</b> , MS 117 1865 Morris Ave, 718-466-1806, 4 train to 176th St, D train to 175th St.	<b>Police Athletic League New South Bronx Center</b> , 991 Longwood Ave, 718-991-2447, 6 train to Longwood Avenue
<b>Kips Bay Boys &amp; Girls Club</b> , 1930 Randall Ave, 718-893-8654 ext.224, 6 train to Parkchester/177th St OR 625 Castle Hill Ave, 718-828-4518, 6 train to Castle Hill Ave	<b>Simpson Street Development Association</b> , 997 East 163rd St, 718-589-1510, 6 train to Hunts Point, 2,5 train to Simpson St
<b>Mosholu Montefiore Community Center</b> , 3450 Dekalb Avenue, 718-882-4000 ext 216 or 718-652-1471, 4 train to Mosholu Pkwy, Bx10,16,28,30,34 bus to Bainbridge	<b>South Bronx Overall Economic Development Corporation</b> , 555 Bergen Ave, 3 <sup>rd</sup> Flr, 718-292-3616, 2,5 train to 3rd Ave
<b>New York City Housing Authority</b> , Any NYCHA development Management Office. For further info on locations, go to <a href="http://www.nyc.gov/nycha">www.nyc.gov/nycha</a> or call 311.	<b>Wildcat Service Corporation</b> , 1231 Lafayette Ave, 2nd Flr, 718-620-0100, 6 train to Hunts Point Ave and Longwood Avenue
<b>Phipps Community Development</b> , 1030 East 178th St., 718-542-0109, 2,5 train to East Tremont Ave/West Farms	<b>Woodycrest Center for Human Development</b> , 153 West 165th St, 718-992-4256/7, 4,B,D trains to 161st St Yankee Stadium, then Bx13 bus to 165 <sup>th</sup> St

**BROOKLYN**

<b>Builders for Family &amp; Youth, Dr. White Community Center</b> , 200 Gold St. 718-875-8801, A,C,F,2,3,4,5,N,R trains to Borough Hall	<b>Police Athletic League</b> , Schwartz PAL Center, 127 Pennsylvania Ave, 718-342-4098, C train to Liberty Ave
<b>Church Avenue Merchants Block Association</b> , 1957 Nostrand Ave 718-462-2597, 2,5 train to Newkirk Ave; B44 to Foster/Newkirk; B6/B8 to Nostrand; B41 to Foster	<b>Research Foundation/Medgar Evers College</b> , 1150 Carroll St, Rm 219, (btw Nostrand & Rogers Aves) 718-270-6152, 2 train to President St.
<b>Community Counseling &amp; Mediation</b> , 1 Hoyt St. 7th floor 718-875-7751, 2,3 to Hoyt St; A,C to Jay St; 4,5 to Borough Hall	<b>Ridgewood Bushwick SCC</b> , 1474 Gates Ave, 718-381-9653, L train to Myrtle Ave, M train to Wyckoff Ave
<b>Cypress Hills Local Development Corporation</b> , Franklin K Lane High School, Elderts Lane, 718-235-1521 ext. 103, J train to Elderts Lane OR IS 171, 528 Ridgewood Ave, 718-235-1028, J train to Crescent St	<b>SCO Family of Services - Center for Family Life</b> , 345 43rd St 718-788-3500, R train to 45th St
<b>Italian-American Civil Rights League</b> , 1460 Pennsylvania Ave # 1B, 718-642-2180, 3 train to Pennsylvania Ave then B83 bus to Geneva Loop or L train to Rockaway Pkwy to B82 bus to Geneva Loop	<b>St. Mary's Community Services</b> , 230 Classon Avenue, 718-622-3271, G train to Classon Ave
<b>National Society for Hebrew Day School</b> , 1546 Coney Island Ave, 718-252-4446, Q train to Ave M	<b>St. Nicholas NPC</b> , 850 Grand Street, Room 185, 718-599-9224 ext.23, L train to Grand St
<b>New York City Housing Authority</b> , Any NYCHA development Management Office. For further info on locations, go to <a href="http://www.nyc.gov/nycha">www.nyc.gov/nycha</a> or call 311.	<b>Sesame Flyers International</b> , 905 Winthrop St Room 127, 718-221-8880, 2,3,4 trains to Utica Ave
	<b>Vanguard Urban Improvement Association</b> , MS 258, 141 Macon St., 718-453-3330, A,C train to Nostrand Ave B25/26/44 to Marcy Ave

**MANHATTAN**

<b>Alianza Dominicana</b> , 2410 Amsterdam Ave 2nd floor, 212-740-1960, A,1 trains to 181st Street	<b>Ecumenical Community Development</b> , ECDO Community Partnership Center 413 West 125th St 212-531-3211, A,B,C,D trains to 125th St
<b>Childrens Arts &amp; Science Workshops</b> , 686 West 204th St. 212-543-1448, A train to 207th St.	<b>Henry Street Settlement</b> , 301 Henry St, 212-254-3100, F train to East Broadway
<b>Chinese-American Planning Council</b> , 456 Broadway 3 <sup>rd</sup> Floor (Main Site), 212 334-0082, J,M,Z,N,Q,R,W,6 trains to Canal St OR 150 Elizabeth St, 212-941-0920 ext.122, B,D to Grand St, 6 to Spring St, R,W to Prince St, J,M,Z to Bowery	<b>Immigrant Social Services</b> , 137 Henry St, 212-571-1840, F train to East Broadway
<b>Community Association of Progressive Dominicans</b> , 2268 Amsterdam Ave, 212-781-4955, A,C,1 trains to West 168th St	<b>New York City Housing Authority</b> , Any NYCHA development Management Office. For further info on locations, go to <a href="http://www.nyc.gov/nycha">www.nyc.gov/nycha</a> or call 311.
<b>East Harlem Council for Community Improvement</b> , 413 East 120th St, 212-860-6820, 4,5 train to 125th St./Lexington Ave. 6 train to 116th St./Lexington Ave	<b>New York City Mission Society</b> , Minisink Townhouse 646 Lenox Ave 2 <sup>nd</sup> Flr, 212-368-8400 2 train to 135th St, 3 train to 145th St
	<b>STRIVE East Harlem Employment Service</b> , 240 East 123rd St, 3rd Flr, 212-360-1100, 4,5,6 trains to 125th St

**QUEENS**

<b>Afrikan Poetry Theatre</b> , 176-03 Jamaica Ave 718-523-3312, E,J train to Jamaica Center or F train to 179th St	<b>La Asociacion Benefica Cultural Father Billini</b> , 104-11 37th Ave, 718-651-8427, 7 train to 103rd St/Roosevelt Ave
<b>Charosa Foundation Corporation</b> , 228-08 Linden Blvd, 718-723-1400, E,J train to Jamaica Center then Q4 bus to 228th Street or 161 Jamaica Ave	<b>New York City Housing Authority</b> , Any NYCHA development Management Office. For further info on locations, go to <a href="http://www.nyc.gov/nycha">www.nyc.gov/nycha</a> or call 311.
<b>Goodwill Industries</b> , Two Coves Youth Services, 26-36 4th St, 718-278-9667, N,W train to 30th Ave; Q102,Q103, Q18 bus to 4 <sup>th</sup> St	<b>Police Athletic League Foster Laurie PAL Center</b> , 199-10 112th Ave, 718-468-1888 E train to Jamaica Center then Q83 bus to 199th St
<b>Greater Ridgewood Youth Council</b> , 62-04 Myrtle Ave, 718-456-5437, M train to Fresh Pond Rd	<b>Research Foundation/LaGuardia Community College</b> , 29-10 Thomson Ave Rm C-314, 718-482-5340, 7 train to 33rd St, E,V train to 23rd St Ely
<b>HANAC Youth Services</b> , 23-16 30th Ave 3rd flr, 718-204-2325 ext 115, N,W trains to 30th Ave; Q19a bus to 30 <sup>th</sup> Ave, Q18 bus to Crescent St	<b>Rockaway Development &amp; Revitalization Corporation</b> , 1920 Mott Ave 2nd Flr, 718-327-5300, A train to Mott Ave Far Rockaway
<b>Jacob A. Riis Neighborhood Settlement</b> , 10-25 41st Ave, 718-784-7447, F train to 21st St/Queensbridge	<b>Southern Queens Park Association</b> , Roy Wilkins Park 177th St./Baisley Blvd, 718-276-4630, E train to Jamaica Center. then Q85 bus to Baisley Blvd

**STATEN ISLAND**

<b>New York City Housing Authority</b> , Any NYCHA development Management Office. For further info on locations, go to <a href="http://www.nyc.gov/nycha">www.nyc.gov/nycha</a> or call 311.	<b>United Activities Unlimited</b> , PS 18, 221 Broadway 718-448-4834 44/46/53 buses
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