



Edna Wells Handy
Commissioner

Public Service Corps

Fiscal Officer Designee Form

Maria DiPaola
Chief Human Capital
Officer

Agency Name: _____

Public Service Corps
1 Centre Street
24th Floor
New York, NY 10007

The following individual is authorized by this agency to commit funds to be transferred to the NYC Department of Citywide Administrative Services to cover the 25% share of the Work-Study grant for Public Service Corps interns assigned to this agency. As Fiscal Officer Designee, he/she will approve all agency commitments to the Public Service Corps before they are submitted and will insure that funds are transferred.

(212) 669 3684 tel
(212) 669 3633 fax

Fiscal Officer
Designee _____
Print name Title

Signature Date

Address _____

Phone: () _____ Fax: () _____

Email _____

Budget Officer Approval _____

Please return this form to: Department of Citywide Administrative Services
Public Service Corps
1 Centre Street, Room 2435
New York, NY 10007-1602



Edna Wells Handy
Commissioner

Public Service Corps

Agency Commitment for the 2013-2014 Academic Year

Maria DiPaola
Chief Human Capital
Officer

Agency Name: _____

Our agency commitment for Public Service Corps interns for the 2013-2014 academic year program is \$ _____ to cover 25% of interns' Work-Study grants. Note: average Work-Study grants are in the \$2,000 range for undergraduates and \$5,000 range for graduate students. Agency approval will be obtained prior to placement of any student from a school which requires an agency share of more than 25%.

Public Service Corps
1 Centre Street
24th Floor
New York, NY 10007

Agency Representative _____

Print name Title

(212) 669 3684 tel
(212) 669 3633 fax

Signature Date

Address _____

Phone: () Fax: ()

Email _____

Please return this form to: Department of Citywide Administrative Services
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