



Ronald E. Richter  
Commissioner

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April 2, 2012

Dear Provider Agency:

On August 4, 2011, the Mayor signed Executive Order 150 that **requires City agencies and their contracted services providers to help their clients access various forms of identification**. These agencies include: the Administration for Children's Services, Department of Consumer Affairs, Department of Correction, Department of Health and Mental Hygiene, Department of Homeless Services, Department of Housing Preservation and Development, Human Resources Administration, Department of Parks and Recreation, Department of Probation, Department of Youth and Community Development, the New York City Housing Authority, the Department of Education, the New York Public Library, the Brooklyn Public Library, the Queens Public Library, and the New York City Health and Hospitals Corporation.

The program developed in order to meet this requirement is the **"ID" Project**. It is part of the Young Men's Initiative which aims to improve the quality of life of young black and Latino men in New York City. While developing this initiative, the Mayor's Office determined that having a government ID will make it easier for **all** New Yorkers to:

- Apply for jobs
- Open up bank accounts
- Receive government benefits and services

**The goal of the "ID" Project is to help New Yorkers:**

- Learn about the types of government-issued IDs
- Understand the importance of having an ID
- Learn how to apply for each type of ID

There are many types of government-issued identification. The website [www.nyc.gov/GetYourID](http://www.nyc.gov/GetYourID) will show your staff and clients how to get the three basic forms of ID:

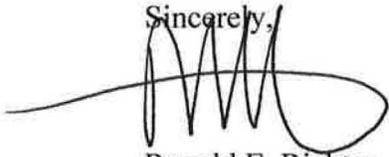
- Birth certificate
- Social Security card
- Non-driver State ID

Brochures and posters are also a key marketing component of this effort. Shortly, we will be distributing posters and brochures to all ACS Divisions and provider agencies so that you can place them in your offices where clients can

access them.

This directive is now **required** of all contracted providers and will be included in all future contracts. Please help us get the word out to your clients by sharing this vital information with them and assisting them in any way possible to get their IDs.

Sincerely,

A handwritten signature in black ink, consisting of a series of vertical, slightly wavy lines that resemble the letters 'R', 'E', and 'R' intertwined. A long horizontal line extends from the left side of the signature.

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