

Instructions:

The Work, Learn & Grow Employment Program (WLG) offers work experience, teaches valuable employment skills, and provides you with a fall – winter income. WLG educational activities will enhance your employment experience, allowing you to develop career awareness, understanding of personal money management, and work-related social skills.

WLG is open to all 2019 Summer Youth Employment Program or ISY Summer Internship participants between ages 16 through 21, as of **October 1st, 2019** and are currently attending school.

Each applicant may submit only ONE application

All applications must have a unique Email address and Social Security Number used to identify the applicant.

To apply for WLG:

- Visit www.nyc.gov/dycd and complete the application online.

OR

- Complete the attached application and return it in person to the community-based WLG provider of your choice (a list of organizations throughout the City is attached).

Do NOT mail in your application to DYCD or the WLG Provider.

The DEADLINE for submitting your application is **Friday September 13th, 2019.**

SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE ACCEPTANCE INTO THE PROGRAM.

Selection is contingent upon a computerized lottery system and available positions based on program funding.

If you are selected for WLG you will be notified by the WLG Provider to which you submitted your application and asked to submit additional documentation immediately.

(See attached Required Documents Checklist)

Note: A current picture ID must be submitted with all documents.

Failure to submit required documentation as instructed will make you ineligible to participate in WLG.

For more information or if you have questions about completing this form or the required documents, please call 1.800.246.4646 or 311 and ask about WLG.

The status of your application can be found at www.nyc.gov/dycd

(Turn over to the next page)

If you are selected; to accept the job; you must show a picture I.D, Social Security Card and your current school documentation (see item #10 below). In order to be placed in a job, you will need to bring certain documents to your WLГ provider. You must submit **COPIES** of one (1) item from categories 1-10 listed below as it applies to you. **These items are needed to officially complete your enrollment so that you are eligible for a WLГ job.** Note that some documents may satisfy more than one category (e.g. U.S. Birth Certificate or current U.S. Passport for categories 3 and 6).

Reminder: ONLY COPIES OF THESE DOCUMENTS WILL BE ACCEPTED

<p>1. Proof of Identity</p> <p><input type="checkbox"/> Official Picture ID (school, city, state, government issued) New: IDNYC will be accepted</p>	<p>6. Proof of Citizenship/Alien Status</p> <p><input type="checkbox"/> Valid U.S. Passport OR <input type="checkbox"/> U.S. Birth Certificate OR <input type="checkbox"/> Alien Registration Card OR <input type="checkbox"/> I-94 , I-551, I-797 OR <input type="checkbox"/> Certificate of Naturalization OR <input type="checkbox"/> Employment Registration Card</p>
<p>2. Proof of Employment Authorization</p> <p><input type="checkbox"/> Report Card (dated within the last 6 mos)OR <input type="checkbox"/> Official School Transcript OR <input type="checkbox"/> NYS Driver/Non-Driver’s License OR <input type="checkbox"/> Voter’s Registration Card OR <input type="checkbox"/> U.S. Military Card /Draft Record OR</p>	<p>7. Proof of Address (<i>Dated within the last 6 months</i>)</p> <p><input type="checkbox"/> Home Utility Bill OR <input type="checkbox"/> Current Lease OR <input type="checkbox"/> Current Cable Bill (<i>Must have Phone Service Listed</i>) <input type="checkbox"/> Official Mail from a Federal, State or City Agency</p>
<p>3. Proof of Age</p> <p><input type="checkbox"/> Birth Certificate OR <input type="checkbox"/> Benefit Card OR <input type="checkbox"/> NYS Driver/Non-Driver’s License OR <input type="checkbox"/> Alien Registration Card OR <input type="checkbox"/> Valid U.S. Passport</p>	<p>8. WLГ Application</p> <p><input type="checkbox"/> A signed WLГ application is required for all youth. Youth under the age of 18 are required to have the signature of a parent or guardian.</p>
<p>4. Proof of Social Security Number</p> <p><input type="checkbox"/> Social Security Card (ONLY)</p>	<p>9. Selective Service (<i>If applicable</i>)</p> <p><input type="checkbox"/> Registration Card OR Selective Service “Online Receipt” <i>ONLY-Required for males 18 years of age or older</i></p>
<p>5. Working Papers (<i>Must be age applicable</i>)</p> <p>If you are under the age of 18 at the time of placement, you must submit your most current working papers. Working papers can be acquired through your school or district office. If you are not attending school, call 311 or contact your local District Office.</p> <p><input type="checkbox"/> 16 and 17 years of age: Green Card</p>	<p>10. Proof of School Status</p> <p><input type="checkbox"/> Report Card (dated within the current first school term) <input type="checkbox"/> Transcript with School Name and Current Term <input type="checkbox"/> Program Card/ Class Schedule <input type="checkbox"/> Official School Letter (dated within the first school term on letterhead) <input type="checkbox"/> Current Term Receipt from Bursar Office <input type="checkbox"/> Current Letter from Attendance Office</p>

*Please note: all references to the word **current** mean documents dated within the last six (6) months or where applicable, documents which are still valid and have not expired.*

The status of your application can be found at www.nyc.gov/dycd.

Work Learn Grow

List of Providers 2019 - 2020

Bronx

BronxWorks Inc. 1130 Grand Concourse; 10456 718-508-3180 D train to 167 St.	Child Development Center of the Mosholu Montefiore Comm. Ctr. Inc. 3450 Dekalb Ave; 10467 718-882-4000 #4 Train to Mosholu Parkway Bet: Gun Hill & Jerome Ave.	Children's Arts & Science Workshops Inc. 1619 East 174th St.; 10472 646-841-5964 #2 Train to 174th St. Bet: East St. & Manor Ave.
Community Association of Progressive Dominicans Inc. 1865 Morris Ave; 10460 718-466-1806 B train to 175th St. / D train to Tremont Ave. / Bx36 bus to Tremont Ave.	DreamYard Project Inc. 240 E 172nd St.; 10457 646-326-6706 BX 41 to Brook & Park Ave	Kips Bay Boys & Girls Club Inc. 625 Castle Hill Ave; 10473 718-597-1406 6 train to Castle Hill Ave, Bx22 to Castle Hill Ave/Virgil Pl
Simpson Street Development Association 997 East 163rd. St.; 10459 718-589-1510 6 to Hunts Point Ave; 2 or 5 to Simpson St.; BX6, BX19	South Bronx Overall Economic Development Corporation 555 Bergen Ave.; 10455 718-732-7608 2/5 train to 3rd Ave - 149th St	The Children's Aid Society 4 West 125th St.; 10027 917-286-1535 2/3/4/5/6 train to 125th St.
Woodycrest Center for Human Development Inc. 153 West 165th St; 10452 718-992-4256 4 Train to 161 st St. Bet: 161 st & Ogden Ave.		

Brooklyn

Beam Center Inc. 60 Sackett St.; 11231 718-855-7600 B61 bus to Columbia/Sackett St	Bridge Street Development Corporation 460 Nostrand Ave.; 11216 718-399-0416 A, C train to Nostrand Ave., Walk to Jefferson/Nostrand Ave.	Brooklyn Bureau of Community Services 423 39th St.; 11232 347 505-1021 D, N, R train to 36 St.
Brooklyn Neighborhood Improvement Assn. Inc. 465 Sterling Pl; 11238 718-773-4116 2, 3 trains to Eastern Pkwy-Brooklyn Museum, walk to Sterling Pl	C.C.M.S. – Community Counseling Mediation 810 Classon Ave.; 11238 718-230-5100 4 or 5 to Franklin Ave./2 or 3 Eastern Pkwy	CAMBA Inc. 21 Snyder Ave.; 11226 718-462-4244 2, 5, B, Q to Church Ave.
Catholic Charities Neighborhood Svcs. Inc. 191 Joralemon St; 11201 718-722-6216 2,3,4,5 to Borough Hall; A,C,F to Metro Tech; B61,B41,B45, B26,B25,B38,B54 to Court St.	Council of Jewish Organizations of Flatbush Inc. 1523 Ave. M; 11230 718-377-2900 Q train to Ave. M	Cypress Hills Local Development Corp Inc. 2930 Fulton St.; 11207 718-676-1544 J train to Cleveland St.
Edith and Carl Marks Jewish Community House of Bensonhurst Inc. 7802 Bay Parkway; 11214 718-943-6326 D train to Bay Parkway/ N Train to Kings Highway	Grand Street Settlement Inc. 215 Heyward St.; 11206 718-302-7900 J train Hewes St.	Infinity Educational Programs Inc. 1972 East 34th St.; 11234 718-336-1981 B2/B100/B41 to Kings Plaza
Italian American Civil Rights League Canarsie Inc. 1460 Pennsylvania Ave; 11239 718-642-2180 A,C,J,Z,L Trains to Broadway Junction, B83 to Pennsylvania Ave/Geneva Loop	National Society for Hebrew Day Schools 1546 Coney Island Ave; 11230 718-252-4446 Q train to Ave. M, walk to Coney Island Ave	New York Center for Interpersonal Development Inc 755 East 100th St.; 11236 718-947-4065 L to Rockaway Parkway; B60 Glenwood Rd & E 100th St.



Work Learn Grow List of Providers 2019 - 2020

Brooklyn (Continued)

<p>Research Foundation of CUNY on behalf of Medgar Evers College 1534 Bedford Ave.; 11216 718-804-8860 2,3,4,5 train to Franklin Ave.</p>	<p>RiseBoro Community Partnership Inc. 1474 Gates Ave.; 11237 718-381-9653 B52 bus to Knickerbocker Ave L or M trains to Myrtle-Wycoff stop</p>	<p>St. Nicks Alliance Corp. 850 Grand Street, Rm. 184; 11211 718-599-9224 ext. 31 L train to Grand /B43- Stops on Graham Ave. & Grand St.</p>
<p>Wildcat Service Corporation 25 Chapel St.; 11201 646-341-0806 A,C train to High St. or F to York St.</p>		

Manhattan

<p>Catholic Charities Community Services Archdiocese of New York 515 W 182nd Street; 10033 212-795-1490 1 train to 181st Street</p>	<p>Chinatown Manpower Project Inc. 70 Mulberry St.; 10013 646-292-9662/ 646-292-9665 J,R,N train to Canal St.</p>	<p>Chinese American Planning Council Inc. 165 Eldridge St.; 10002 212-334-0083 B or D train to Grand St.</p>
<p>El Barrio's Operation Fightback Inc. 413 East 120th St.; 10035 212-427-7080 4 train to 176th St. & Jerome Ave.</p>	<p>Henry Street Settlement 301 Henry St.; 10002 646-941-9813 J/M Train to Essex St./F Train to East Broadway</p>	<p>Inwood Community Services Inc. 651 Academy St.; 10034 212-942-0043 A Train Uptown to Dyckman St./ M7 bus to Academy & Broadway</p>
<p>Madison Square Boys & Girls Club Inc. 250 Bradhurst Ave.; 10039 718-760-9600 A,C to 155th St; B,D to 155th St.</p>	<p>Roads to Success Inc. 174 East 104th St.; 10029 646-519-5050 6 train to 103rd St.</p>	<p>Young Men's & Young Women's Hebrew Association of Washington Heights & Inwood Inc. 54 Nagle Ave.; 10040 212-569-6200 A train or 1 train to 190 St.</p>

Queens

<p>Boys & Girls Club of Metro Queens Inc. 110-04 Atlantic Ave.; 11419 718-441-6050 A or J train to 111th St.</p>	<p>HANAC Inc. 23-16 30th Ave.; 11102 718-204-2325 N or Q to 30 Ave.-Grand Ave.</p>	<p>Jacob A. Riis Neighborhood Settlement 10-25 41st Ave.; 11101 718 784 7447 F train to 21 St.- Queensbridge</p>
<p>Police Athletic League Inc. 116-25 Guy Brewer Blvd; 11434 718-947-7640 Q11 bus exit bus to Guy R Brewer Blvd</p>	<p>Queens Community House Inc. 70-34 Austin St.; 11375 347-571-0000 E,F, or R train to 71st Continental Ave or Q 60 Bus to 71st Continental Ave</p>	<p>Research Foundation of CUNY on behalf of La Guardia Community College 2910 Thomson Ave.; 11101 718-482-5340 7 to 33rd St or Court Sq.; E,M,G to Court Sq.; R, E to Queens Plaza; Q39 to Thomson Ave and 30th Pl</p>
<p>Rockaway Development and Revitalization Corporation 1920 Mott Ave.; 11691 718-327-5300 A Train to Far Rockaway-Mott Ave</p>	<p>Samuel Field YM & YWHA Inc. 63-25 Main St.; 11367 718-268-5011 Q20A/Q20B/Q44-SBS bus to Main St & 63rd Ave</p>	<p>The Greater Ridgewood Youth Council Inc. 59-03 Summerfield St.; 11385 718-456-5437 M train to Forest Ave/walk to Summerfield</p>
<p>The Child Center of NY Inc. 8-21 Bay 25 St.; 11691 718-271-8148 A to Beach 25th St. Wavecrest Station</p>		

Staten Island

<p>United Activities Unlimited Inc. 278 New Drop Lane; 10306 718-689-4899 Take the SIRR to the New Dorp stop, exit and walk southeast on New Dorp Ln</p>		
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