

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 2018 Summer Youth Employment Program or ISY Summer Internship participants between ages 16 through 21, as of **October 1st, 2018** 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 21st, 2018.**

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)



1. Social Security Number (Please be accurate)
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2. Last Name

3. First Name

4. MI

5. Birth Date (MM/DD/YYYY) / /

6. Gender (Check one)
 Male Female

7. Citizenship Status (Check one)
 U.S. Citizen Permanent Resident Alien Other

8. Selective Service Registration # & Date- Males 18 years of age must be registered with the Selective Service System to participate in the program (if you have not already registered; visit www.sss.gov.)
 # - / /

9. Alien Number:
USCIS Form #:

10. Street Address (Number and Street)

11. Apt.

12. Zip Code

13. Do you live in a NYCHA Housing Development? No Yes
 If No; Go to question 14. If Yes, Name the Development:

14. Borough (Check One) Bronx Brooklyn Manhattan Queens Staten Island

15. Applicant's Ethnicity (Select One) Hispanic or Latino Not Hispanic or Latino

16. Applicant Race (Select One)
 Black or African American Asian American Indian or Alaskan Native White or Caucasian Native Hawaiian or Other Pacific Islander Other

17. Other than English, what Language are you most Comfortable speaking? (Check all that apply)
 Albanian Arabic Bengali Chinese (incl. Cantonese & Mandarin) French
 Fulani German Greek Gujarati Haitian Creole
 Hebrew Hindi Hungarian Italian Japanese
 Korean Kru, Ibo or Yoruba Mande Punjabi Persian
 Polish Portuguese Romanian Russian Spanish
 Tagalog Turkish Urdu Vietnamese Yiddish
 Other (Describe):

18. Applicant's Home Phone #

19. Applicant's Cell Phone #

20. Applicant's Email

21. Name of Parent or Legal Guardian (Last Name)

22. First Name

23. Emergency Contact Phone #

Educational Status

24. Current Educational Status
 J.H.S grade 7th 8th
 H.S. grade 9th 10th 11th 12th
 College Freshman Junior Sophomore Senior

25. Please indicate the school system you attend
 DOE CUNY Other

a. What school /do you attend?

b. Indicate last grade completed.
 Grade 0 - 8 HSE High School Graduate/
 Grade 9-11 12+ Some Post-Secondary
 2 or 4 year College Graduate

Income & Other Information

26. Total family income (gross) for the last SIX months \$

27. Number of family members currently living in applicant's household

a. Type of Applicant Household
 Single Parent Female Two Adults-No Children Single Person - No Children
 Single Parent Male Two Parent Home Other

28. Is applicant or applicant's family currently receiving public assistance? Yes No (Skip to #31)

29. Type of Public Assistance (Check all that apply)
 Family Assistance (formerly known as AFDC) S.S.I. Supplemental Nutrition Assistance Program (SNAP)
 Relief Safety Net/Home Other

30. Is the applicant any of the following (Check all that apply)
 Disabled Justice Involved/ Offender Served in the Military
 Foster Care ACS Preventative Services Does Not Apply
 Homeless/Runaway Parent

Career Goals

32. Prior work experience? Yes No (paid or volunteer)

33. What is the applicant's long-term career goal? List three (3) options:
 1st 2nd 3rd

34. Do you have a bank account? Yes No

35. Interested in opening a bank account? Yes No

36. Interested in direct deposit? Yes No

37. Is the applicant or any member of the household (0-64 years of age) covered by Medicaid, Child Health Plus, Family Health Plus or private medical insurance? Yes No

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

CERTIFICATION OF ACCURACY: 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 _____

Required Document Checklist 2018 - 2019

If you are **selected**, in order to be placed in a job, you will need to bring certain documents to your WLG provider. Please submit **COPIES** of one (1) item each, from categories 1-10 listed below as it applies to you. You must also show a picture I.D and your current school documentation (see item #10 below). **These items are needed to officially complete your enrollment so that you are eligible for a WLG 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> <input type="checkbox"/> Official Picture ID (school, city, state, government issued) New: IDNYC will be accepted	<p>6. Proof of Citizenship/Alien Status</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>2. Proof of Employment Authorization</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>7. Proof of Address (<i>Dated within the last 6 months</i>)</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>3. Proof of Age</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>8. WLG Application</p> <input type="checkbox"/> A signed WLG application is required for all youth. Youth under the age of 18 are required to have the signature of a parent or guardian.
<p>4. Proof of Social Security Number</p> <input type="checkbox"/> Social Security Card (ONLY)	<p>9. Selective Service (<i>If applicable</i>)</p> <input type="checkbox"/> Registration Card OR Selective Service "Online Receipt" <i>ONLY-Required for males 18 years of age or older</i>
<p>5. Working Papers (<i>Must be age applicable</i>) 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.</p> <input type="checkbox"/> 16 and 17 years of age: Green Card	<p>10. Proof of School Status</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

*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



List of Community Based Organizations

Bronx – Service Option 2 (Older Youth 16-21 Years Old)			
<p>Bronx Works –Carolyn McLaughlin Community Center 1130 Grand Concourse Bronx; 10456 718-508-3040 4 or D train to 167th Street Bx1 or Bx2 bus to 167th Street</p>	<p>Catholic Charities – Archdiocese School I.S 143 1257 Ogden Avenue; 10452 917-962-9955 4 or 5 train to 161st. Street, transfer to the 13 bus to 169th & Ogden Avenue</p>	<p>Children Arts & Science Workshop PS/MS 37 360 West 230th Street; 10463, 929-265-7937 BX7 to Broadway/Exterior St</p>	<p>Community Association of Progressive Dominicans MS 117 Joseph H. Wade School Middle School, 1865 Morris Avenue, 10453; 718-466-1806 B train to 175th St./ D train to Tremont Ave./ Bx36 bus to Tremont 4 train to 175th Street & Jerome Ave.</p>
<p>Kips Bay Boys & Girls Club 625 Castle Hill Ave, 10473; 718 597- 1406 6 train to Parkchester/177th St. then Bx 22 bus to Castle Hill.</p>	<p>Mosholu Montefiore Community Center 3450 DeKalb Avenue; 10467 Bronx; 718-882-4000 x338 # 4 Train to Mosholu Pkwy. D train to last stop: 205th. St. Or #2 or #5 trains to Gun Hill Road.</p>	<p>Simpson Street Development Association 997 East 163rd St; 10459 718-589-1510 6 train to Hunts Point/2,5 train to Simpson St</p>	<p>South Bronx Overall Economic Development Corporation 555 Bergen Ave; 3rd FL; 718-732-7606/7608 2, 5 train to 149th St & 3rd Ave</p>
<p>The Children’s Aid Society 1522 Southern Blvd. 10460 917-286-1535 2 or 5 train to 174th ST</p>	<p>Wildcat 560 East 179th St. 10457 718-294-0230 xt. 3070 4 or D train to Fordham Road</p>		
Brooklyn – Service Option 2 (Older Youth 16-21 Years Old)			
<p>CAMBA 21 Snyder Avenue 718-462-4244 ext. 79260 B/Q or 2/5 train to Church Ave & B35/B41 bus to Flatbush Avenue Btw Flatbush Avenue and Bedford Avenue</p>	<p>Catholic Charities Neighborhood Svcs. 191 Joralemon St. 1st fl. 11201 718 722-6228 2,3,4,5 train Borough Hall</p>	<p>Chinese American Planning 4101 8th Ave 4th floor, 11232 - 718-492-0409 D train to 9th Ave B70 bus running on 8th Ave line</p>	<p>Community Counseling and Mediation 810 Classon Avenue 11238; 718-230-5100 2,3,4,5 train to Franklin Ave</p>
<p>Council Of Jewish Organizations of Flatbush 1523 Ave M 3rd FL, 11230 718 831- 7672 or 718 377-2900 Q- Train to Avenue M</p>	<p>Cypress Hills LDC 2930 Fulton St. 11207 ext 110 718-676-1544 J- Train to Cleveland Street</p>	<p>Marks JCH Of Bensonhurst <i>(Edith And Carl Marks Jewish Community House)</i> 7802 Bay Parkway 11214; 718 943-6326 D- Train to Bay Parkway / N-Train to Kings Highway</p>	<p>Italian American Civil Rights League 1460 Pennsylvania Ave #1B 718 642-2180 B82 or B83 bus to Pennsylvania Avenue & Geneva Loop</p>
<p>Police Athletic League 715 East 105th Street, 11236; 718-947-7640 L Train to East 105 Street OR Take the B60 Bus to Glenwood Road & E 105th Street</p>	<p>Research Foundation CUNY – Medgar Evers College Campus 1534 Bedford Avenue, 2nd fl – 11216 718-804-8861 2,3,4,5 train to Franklin Avenue</p>	<p>Riseboro Community Partnership 1474 Gates Ave, 11237; 718-381-9653 L train or M train to Myrtle/Wyckoff Ave</p>	<p>St. Nick’s Alliance Corporation 850 Grand Street, Rm. 184; 11211 - 718-599-9224 ext. 25 L train to Grand /B43- Stops on Graham Ave. & Grand St</p>
Manhattan – Service Option 2 (Older Youth 16-21 Years Old)			
<p>Catholic Charities – Archdiocese School I.S 143 515 West 182nd Street; 10033 212-795-1490 ext. 103 1 or A train to 181st Street</p>	<p>Chinatown Manpower 70 Mulberry St. 3rd. Fl.; 10013 212-571-1690 6, N, Q, M, J Train to Canal street</p>	<p>Chinese American Planning 165 Eldridge St. – 10002; 212-334-0082 Take the F train to Delancey Street or the M to Essex Street (same area).</p>	<p>Community Counseling and Mediation 115 West 31st Street 5th Floor; 1001 212-564-6006 2, 3, B, Q, F, M, N, R train to 34th St.</p>
<p>El Barrio’s Operation Fightback 413 East 120th St. Suite 409; 10035 212-427-7080 ext. 128 4 or 5 Train Uptown to 125th. St. 6 train to 116th Street</p>	<p>Henry Street Settlement 301 Henry Street; 10002 212-254-3100 F train to East Broadway M22 bus Madison Street & Clinton St.</p>	<p>Inwood Community Services 651 Academy St. 10034 -212-942-0043 ext.118 or 130 A Train Uptown to Dyckman St.</p>	<p>Police Athletic League 441 Manhattan Avenue; 10026 718-947-7640 A or C train to 125th St, Cor. of 119th St</p>
<p>The Children’s Aid Society 4 West 125th Street, 3rd FL; 10027 917-286-1535 – 2 or 3 train to 125th St.</p>			
Queens – Service Option 2 (Older Youth 16-21 Years Old)			
<p>Central Queens-YM &YWHA 63-25 Main Street – 153H; Flushing 11367 718-286-8121 J train Sutphin Blvd. & Q44 bus</p>	<p>Chinatown Manpower in YMCA 42-07 Parsons Boulevard; Flushing 11355 – 646-292-9678 7 train to Main Street Q26 bus to Parson’s & Cherry Street</p>	<p>Greater Ridgewood Youth Council 59-03 Summerfield St. 11385; 718-456-5437 M train to Forest Ave walk to Summerfield St</p>	<p>HANAC 23-16 30th Avenue; Astoria 11102 718-204-2325 ext. 115 N or Q train to 30th Ave Q69 bus to 30th Ave & 21st Street</p>
<p>Police Athletic League 116-25 Guy Brewer Blvd. 11434; 718-947-7640 E train to Jamaica Center, Q111 or Q113 bus to Archer Ave (btw. Foch & Linden Blvd)</p>	<p>Queens Community House 70-34 Austin St. 11375, Ste. BB; 347-571-0000 E or F train to 71st Continental Ave Forrest Hills & Q23bus to 62nd Drive-108th Street</p>	<p>LaGuardia/ Research Foundation 29-10 Thomson Ave. C-314 LIC; 11101 718-609-2132/718-482-5340 E, M, G train to 23rd St. Court Square /7 train to 33rd and Rawson</p>	<p>Rockaway Development & Revitalization Corp 1920 Mott Avenue 11691 Far Rockaway 718-327-5300 xt. 311 A-Train to Far Rockaway</p>
Staten Island – Service Option 2 (Older Youth 16-21 Years Old)			
<p>United Activities Unlimited 278 New Dorp Lane; 2nd Floor; 10306 929-314-5585 S76 to New Dorp Lane/10 St.</p>			