

**FIRST RENEWAL AND MODIFICATION OF  
MEMORANDUM OF UNDERSTANDING**

**-between-**

**THE CITY OF NEW YORK  
DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT**

**-and-**

**THE CITY OF NEW YORK HUMAN RESOURCES ADMINISTRATION/  
DEPARTMENT OF SOCIAL SERVICES**

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This **FIRST RENEWAL AND MODIFICATION** (“First Renewal and Modification”) effective May 11, 2017 between the NEW YORK CITY HUMAN RESOURCES ADMINISTRATION/DEPARTMENT OF SOCIAL SERVICES (“HRA”), as administrator of the New York City Identification Card Program (“IDNYC Program”), with offices located at 150 Greenwich Street, New York, NY 10007 and the NEW YORK CITY DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT (“DYCD”) with offices located at 2 Lafayette Street, 21<sup>st</sup> Floor, New York, NY 10007 (collectively, the “Parties”).

**WITNESSETH:**

**WHEREAS**, the Parties entered into a Memorandum of Understanding (“ the MOU”) in order to facilitate enrollment of DYCD’s Summer Youth Employment Program (“SYEP”) participants in HRA’s IDNYC Program; and

**WHEREAS**, the term of the MOU was for one (1) year from May 11, 2016 through May 10, 2017, with the option to renew for up to three (3) additional, consecutive one (1) year renewal terms upon written agreement of both Parties; and

**WHEREAS**, the Parties now wish to exercise their first option to renew the MOU under the same terms and conditions except as modified herein; and

**WHEREAS**, additionally, pursuant to Article 7 of the MOU, the Parties now wish to modify the MOU;

**NOW, THEREFORE**, the Parties have agreed and do agree as follows:

1. All terms capitalized and not defined herein shall have the meanings ascribed thereto in the MOU.

2. Pursuant to Article 1 of the MOU, the Parties hereby exercise their right and option to renew the MOU for the period from May 11, 2017, until May 10, 2018, unless sooner terminated pursuant to the terms of the MOU.

3. For purposes of this First Renewal and Modification, Article 2 of the MOU entitled, "Scope," shall be amended as follows:

- a. Paragraph B.1 is hereby amended by replacing the term "supervisory-level employees" with "investigative employees" in the second sentence. The second sentence shall now read:

*"Access to YEPS shall be limited to ten (10) investigative employees in the IDNYC Program's Integrity Unit ("Authorized Employees") and shall only be used for the purpose of verifying that an individual is a SYEP participant."*

- b. Paragraph B.3 is hereby amended by adding the following language to follow the last sentence of Paragraph B.3:

*"However, the applicant need not present a DYCD Report if the photo identification is provided to IDNYC at a temporary enrollment site located at the DYCD's provider's offices where the applicant is concurrently enrolling in IDNYC and SYEP. After receipt of the application, Authorized Employees will log-on to YEPS to verify that the individual presenting the photo identification is in fact an SYEP participant and that the information on the IDNYC application matches the information in YEPS. After completing verification, IDNYC will return to the applicant all records submitted to prove identity or residency, pursuant to HRA Executive Order No. E-739."*

4. For purposes of this First Renewal and Modification Article 5 of the MOU entitled, "Retention of Records," is hereby amended by adding the following language to follow the last sentence of Article 5:

*"However, pursuant to HRA Executive Order No. E-739, HRA shall not retain any records provided by IDNYC applicants to prove identity or residency, including the SYEP Report, after the IDNYC program has established identity and residency."*

5. Except as expressly amended by this First Renewal and Modification, the terms and conditions of the MOU and any modifications and Renewals thereto remain unchanged and in full force and effect.


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**IN WITNESS WHEREOF**, the parties have executed this First Renewal and Modification on the dates appearing below their respective signatures.

**THE NEW YORK CITY HUMAN  
RESOURCES ADMINISTRATION/  
DEPARTMENT OF SOCIAL SERVICES**

  
\_\_\_\_\_  
Vincent Pullo  
Agency Chief Contracting Officer

**THE NEW YORK CITY DEPARTMENT  
OF YOUTH AND COMMUNITY  
DEVELOPMENT**

  
\_\_\_\_\_  
Caroline Press  
General Counsel

STATE OF NEW YORK )  
 )  
COUNTY OF NEW YORK)

ss.:

On this 22<sup>nd</sup> day of May in the year 2017 before me personally came Caroline Press, General Counsel of THE NEW YORK CITY DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT, to me known, and known to me to be the person described in, and who executed the foregoing agreement, and acknowledged to me that she executed the foregoing as such for the purposes therein mentioned.

Jessica Rickards  
\_\_\_\_\_  
Notary Public

JESSICA L. RICKARDS  
Notary Public, State of New York  
No. 02RI6305652  
Qualified in Kings County  
Commission Expires June 09, 2018

STATE OF NEW YORK )  
 )  
COUNTY OF NEW YORK)

ss.:

On this 5<sup>th</sup> day of June in the year 2017 before me personally came Vincent Pullo, who is Acco of THE NEW YORK CITY HUMAN RESOURCES ADMINISTRATION OF THE DEPARTMENT OF SOCIAL SERVICES, to me known, and known to me to be the person described in, and who executed the foregoing agreement, and acknowledged to me that she executed the foregoing as such for the purposes therein mentioned, and that she signed her name thereto by authority of said organization.

Sharon James-Leonce  
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Notary Public

