









**Office Use Only** 

Date Application Received: Enrollment Date: Intake Specialist/Staff: Additional Information: Opportunities and Services Near You

Search for and apply to DYCD Programs Online! https://discoverdycd.dycdconnect.nyc/home

# DYCD Universal Participant Intake: Youth & Adult Application (Ages 14+)

**Welcome to the Department of Youth and Community Development (DYCD)!** This form lets you or your child apply to a DYCD Comprehensive Afterschool System (COMPASS), Beacon or Cornerstone youth program. You can only submit one application per person per location. **Submitting a form does not guarantee eligibility or enrollment in the program** and we might ask for more information to see if you are eligible. **If accepted, the program will not cost you anything.** We collect some information like *Gender, Race, Ethnicity, Language*, and *Health Insurance* status for planning purposes only. Your answers to these questions will not affect your status to benefits or services and will not be shared outside of DYCD without your permission. *Income, Household Information*, and *Education/Work* status might affect eligibility for certain programs. Gathering your information helps DYCD see who benefits from our programs. This helps us make our programs better and allows DYCD to continue giving communities the support they need.

## **Part I: Applicant Information**

For the purposes of this application, *applicant* refers to the person applying to receive services. **Please select one:**I am completing this application for <u>myself</u>
I am a parent or guardian completing this application <u>for my child</u>

	🗌 I am a relative/non-rela	itive, completir	ng this application <u>on beha</u> l	f of the applicant		
Applicant's First Name:	Applicant's Last Name:			plicant's Date of Birth M/DD/YEAR):		
Applicant's Primary Address (Number and Street):		Applicant's Apt. Number:				
Applicant's City:	Zip Code:					
□ Applicant Lives in a NYCHA Develo	oment (Please Provide Name)					
Applicant's Sex at Birth (Select One): □ Female □ Male	Applicant's Race/Ethnicity (Se Apply):		Is the applicant any of the An Individual with a	the following: □ Yes □ No		
<ul> <li>X (not male or female)</li> <li>Not Sure</li> </ul>	<ul> <li>Asian</li> <li>Black or African American</li> <li>Hispanic or Latinx/e/a/o</li> </ul>		Disability? Parent/Legal Guardian? Offender/Justice			
How well does the applicant speak English? (Select One):	<ul> <li>Middle Eastern/North African</li> <li>Native Hawaiian and Other Palslander</li> <li>White or Caucasian</li> <li>Other:</li> </ul>	acific	Involved? Foster Care Participant Runaway Youth? Veteran?	□ Yes □ No ? □ Yes □ No □ Yes □ No □ Yes □ No		
<ul> <li>Fluent/Very well</li> <li>Well</li> <li>Not well</li> <li>Not well at all</li> </ul>	Decline to Answer		Active Military Personne Victim of Domestic Violence? Victim of Human Trafficking?	el? □ Yes □ No □ Yes □ No □ Yes □ No		
			Tamoking :			









If of Native Hawaiian or Other Pacific Islander origin, please select from the following (Select All That Apply):		If of Asian origin, please selec following (Select All That Apply)		If of Hispanic or Latinx/e/a/o origin, please select from the following (Select All That Apply):		
Hawaiian       Chinese       Indonesian         Guamanian       Japanese       Malaysian         Chamorro       Filipino       Pakistani         Samoan       North Korean       Sri Lankan         Fijian       South Korean       Taiwanese         Other:       Asian Indian       Burmese         Laotian       Tibetan       Cambodian         Bangladeshi       Other:       Hmong		an ni can ese se	<ul> <li>Mexican, Mexican American, Chicana/o</li> <li>Puerto Rican</li> <li>Cuban</li> <li>Dominican</li> <li>Central American (including Salvadoran, Guatemalan, Honduran, etc.)</li> <li>South American (including Ecuadorian, Colombian, Venezuelan, Panamanian etc.)</li> <li>Another Hispanic, Latinx/e/a/o, Spanish Origin:</li> </ul>			
Applicant's Primary	/ Language (Select On	e):	Other Langu	ages Spoken by Applicant (Selec	 ct all that Apply):	
<ul> <li>English</li> <li>Bengali</li> <li>Fulani</li> <li>Haitian Creole</li> <li>Hungarian</li> <li>Korean</li> <li>Punjabi</li> <li>Portuguese</li> <li>Spanish</li> <li>Urdu</li> <li>Other:</li> </ul>	<ul> <li>Albanian</li> <li>Chinese*</li> <li>German</li> <li>Hebrew</li> <li>Italian</li> <li>Kru, Ibo, or Yoruba</li> <li>Persian</li> <li>Romanian</li> <li>Tagalog</li> <li>Vietnamese</li> </ul>	<ul> <li>Arabic</li> <li>French</li> <li>Gujarati</li> <li>Hindi</li> <li>Japanese</li> <li>Mande</li> <li>Polish</li> <li>Russian</li> <li>Turkish</li> <li>Yiddish</li> </ul>	<ul> <li>English</li> <li>Bengali</li> <li>Fulani</li> <li>Haitian C</li> <li>Hungaria</li> <li>Korean</li> <li>Punjabi</li> <li>Portugue</li> <li>Spanish</li> <li>Urdu</li> <li>Other:</li> <li>Not applie</li> </ul>	n 🗆 Italian 🗆 Japanese 🗆 Kru, Ibo, or Yoruba 🗆 Mande 🗆 Persian 🗆 Polish		
*including Cantonese	e and Mandarin		tin a hardin ar Oa	where a second Manual second		
Did you or any men	nber of your	Would the applicant like to rec		ntonese and Mandarin If the applicant is an individual	with a disability	
household serve in	usehold serve in the armed forces, tional guard, or reserves of the registering to vote?** (Select One):			please select disability type(s) (Select all that Apply):		
<ul> <li>□ Yes □ No</li> <li>□ Yes □ No</li> <li>□ Yes □ No</li> <li>■ Yes □ No</li> </ul>		izen; 2) You iirements; 3) es allow 17- d/or register ne general	<ul> <li>Cognitive impairment</li> <li>Hearing-related</li> <li>Learning disability</li> <li>Mental or Psychiatric</li> <li>Physical/Chronic Health Condition</li> <li>Physical/Mobility Impairment</li> <li>Vision-related</li> <li>Other:</li></ul>			





How did you learn about the DYCD program(s) you're applying				
	$\Box$ Referred by a			
□ Called 311	$\Box$ Referred by a	nother orga	nization where I was receiving service	es
	(i.e., case mai	nagement, s	enior center, shelter, etc.)	
DYCD Community Connect	School			
DYCD Social Media	Street fair, sp	ecial event o	or street outreach	
Family member, friend or neighbor	□ Website (plea	se specify v	vhich)	
□ House of worship	□ Word of mout			
□ Media (newspaper, radio, TV, etc.)	□ Other (please			
Applicant's Gender Identity (Select all that Apply):	Applicant's Sex		tion	
Female	□ Heterosexual	(straight)	□ Not Sure	
	□ Gay	(ou aight)		
	□ Lesbian		□ Another Sexual Orientation:	
□ Non-Binary (not Female or Male)			Decline to Answer	
Gender Nonconforming	Bisexual			
Two Spirit (Native American/First Nations)	Pansexual			
□ Another Gender:	□ Asexual			
Not Sure	Queer			
Do not understand the question	□ Questioning			
Decline to Answer				
Does the applicant identify as transgender? (Select One):	Applicant's G	ender Pron	oun:	
□ Yes	□ She/Her/Hers			
🗆 No	□ He/Him/His			
□ Not Sure	□ They/Them/T	heirs		
□ Do not understand the question	□ Another Pron			
□ Decline to Answer				
	Decline to An			
Part II: Applica				
	mation below is for		nt	
Phone Number #1	Phone Number #	<b>‡2</b>		
□ Home				🗆 Home
□ Cell				□ Cell
□ Work				□ Work
Email Address (Required):		Preferred	Method of Contact:	
			one 🗆 Home Phone 🗆 Email 🗆 U.S.	Mail
Devent/Cuerdien's Contest Information	. This section			
Parent/Guardian's Contact Information				
Contact inforr	nation below is for	the parent/g	guardian	
Parent/Guardian Name:	□ Home	Disease No.		□ Home
	□ Cell	Phone Nu	Imper	□ Cell
	□ Work			□ Work
Address:  Same as applicant		Preferred	Method of Contact:	
			one 🗆 Home Phone 🗆 Email 🗆 U.S. I	Mail





		Part III: Eme	ergency (	Contac	t Inforn	nation					
	Emergency Contact #1 Name:		I						□Home		
											□Cell
1-					ov Canta	t'o Dolati	onobin to	Applica	<b></b>		□Work
	Emergency Contact Address:	J Same as applicant		-mergen	cy conta	ct's Relati	onsnip to	Applicat	11:		
			[	□ Emerg	ency conta	act is parei	nt/guardia	n of applic	cant		
	Emergency Contact #2 Name:			Emergen	cy Conta	ct Primary	Phone N	lumber:			□Home
											□Cell
											□Work
2	Emergency Contact Address:	∃ Same as applicant	I	Emergen	cy Conta	ct's Relati	onship to	o Applicar	nt:		
								_			
						act is pare		an of appli	icant		
		This section is for Pa	•		•						
	Emergency con	tacts listed in Section I The following <u>addition</u>						erwise no	ted.		
		The following addition	ai people ar	e autrior	zeu to pic	vr uh illà (	siniu:				
Name: Phone #: Relationship:											
Name: Phone #:				Relationship:							
٦	lame:	Phone #:		Relationship:							
		The following p									
		The following p			nck up m	y chila:					
Na	ame:	Name:				Nai	me:				
		Part IV: Appli	cant's Ec	lucatio	n/Work	Status					
A	oplicant's School Type (Select	**If applicant is a Part-Ti						plicant's	currer	nt grad	le (Select
Or	ne):	One): ***If applicant is <i>Not in S</i>	chool Diasa	o soloot	the last a	rado com	plotod by	the appli	cant /	Salaat	One):
	Full-Time Student**	n applicant is Not III S		- 351661	ine iasi y		pieteu by	are appli	cant (	Jelect	onej.
□ Part-Time Student** Elementary School □ Pre-K				□K	□ 1 <sup>st</sup>	□ 2 <sup>nd</sup>	□ 3 <sup>rd</sup>		$\Box 4^{\text{th}}$		□ 5 <sup>th</sup>
	Not in School***	Middle School	□ 6 <sup>th</sup>				7 <sup>th</sup>		□ 8 <sup>th</sup>		
		High School	□ 9 <sup>th</sup>	□ 10 <sup>th</sup>	□ 11 <sup>th</sup>	□ 12 <sup>th</sup>		otained Hig	yn∣c	⊐ Obta School	ained High
							Scho	ol Diploma	a	Equiva	
								□ 4 <sup>th</sup>		□ Obta	
		Community College	□ 1 <sup>st</sup> Year	□ 2 <sup>n</sup>	<sup>d</sup> Year	⊔ 3 <sup>rd</sup> Ye	□ 3 <sup>rd</sup> Year Yea		I F	Associate's Degree	
						1			L	Jugiee	•







Applicant's current work status (Select One):	Vocational/Trade School		c	☐ Some Vocatio credits, but no c attained			□ Obtained a c from a Vocatior		•
<ul> <li>Employed Full-Time</li> <li>Employed Part-Time</li> </ul>	-		y <sup>[</sup>	∃ Freshman	□ Soph	omore	🗆 Ju	nior	□ Senior
<ul> <li>Retired</li> <li>Unemployed (Short- term,</li> </ul>	Mast	er's Degree:		∃ Some master legree attained	•	dit, but no	□ Obtained Ma	ster's De	egree
6 months or less) Unemployed (Long- term, more than 6 months)	Prof Degi	essional œe	Ν	∃ Some Profes ∕ID,DDS, DVM, attained			□ Obtained Pro MD, DDS, DVM		• • •
Unemployed (Not in labor force) Mismont Occasional Forms Workson	Doct	orate Degree	3- 1	☐ Some Doctor legree attained	•	edits, but no	□ Obtained Do	ctorate [	Degree
<ul> <li>Migrant Seasonal Farm Worker</li> <li>Not Applicable (Applicant is under 14 years of age)</li> </ul>	Othe	r		□ Obtained For	eign Degree		□ No Formal S	chooling	Attained
, , , , , , , , , , , , , , , , , , , ,		R	eauire	d for Full-Tim	e Students				
Student ID/OSIS:		School Typ	e:	er □Private □					
School Name:									
School Address:					City:		Zip Cod	e:	
		Part	: V: H	ousehold	Informatio	on			
For all the next set of questions, <b>HOI</b> together as one economic unit. <b>INCC</b> the household.									
The applicant lives in a household	that is	s headed by (	Select	One):	Applicant's H	Housing Typ	e (Select One):		
Single Parent - Female		Two Adult	ts – No	Children	🗆 Own		A 🗆 Other:		
□ Single Parent - Male		Two Pare	nt Hou	sehold	□ Rent	Shelte	r		
<ul> <li>Single Person- No children</li> <li>Non-related adults with children</li> </ul>	en 🗆		rationa	al Household	□ Homeless	□ Other	Permanent Housi	ng	
						<b>F</b> etimeted	Household Incom		leat 40
	] Th	ree 🗆	Four Eight			months:	Household Incom	ie in the	
		_	Twelv	<u>م</u>					
		_	Sixtee			\$		(ex. \$	45,000)
		_	Twent			□ Decline t	o Answer		
Sources of Applicant's Household	Incom	ie: (Select all	that Ap	oply):					
□ Employment □ Affordable Car Wages Act Subsidy	e [	<ul> <li>Alimony or Other Spousa Support</li> </ul>	al	□ Child Support	t 🗆 Childcare Voucher		ned Income Tax dit (EITC)	□ Emp Crec	loyment Tax lit
□ General □ Housing Choic Assistance Voucher	e [	∃ HUD-VASH			□ Pension	□ Perr Hou	nanent Supportive sing		ate Disability rance
□ Public Housing □ Safety Net/Ho Relief		Retirement Income from Social Security		□ Social Security Disability Income (SSDI)	□ Supplemen Security Income (SS	tal Assi (SN/ SI)	-	Need (TAN	stance for dy Families F)
□ Unemployment □ VA Non-Servic Insurance Connected Disab Pension	ility (	□ VA Service- Connected Disa Compensation	bility	□ WIC	□ Worker's Compensa		er:	□ Decl Ansv	

5 Page of 10 Questions? Call Community Connect 1-800-246-4646 www.nyc.gov/dycd

Universal Participant Intake: Youth & Adult Application For Applicants Ages 14 and Older | Updated June 2024







Part VI: Applicant's Health Information							
Does the applicant have health	If yes, what kind of health insurance does the applicant have? (Check all that Apply)						
insurance? (Select One): □ Yes □ No □ Decline to Answer	□ Medicaid	□ Medicare	☐ State Children's Health Insurance Program	□ Military Health Care			
<i>If you do not have health insurance</i> , do you want to be contacted by someone else with information about signing up for public health insurance? (Select	□ Direct- Purchase	□ Employment- Based	State Children's Health Insurance for Adults	□ Decline to Answer			
One)	If you would like to be contacted about signing up for public health insurance, what is your preferred method of contact? (Select One):						
$\Box$ Yes $\Box$ No $\Box$ Decline to Answer	🗆 Email 🗆 Phone 🗆 I	US Mail 🗆 Via provider 🗆 I	Decline to Answer				
Many needs or health cha	llenges can be acco	mmodated and may no	tails in the space provid ot limit enrollment in the				
Does the applicant have any allergies (e.	g., food, medication, e	etc.)?					
Does the applicant have asthma?							
□ No □ Yes							
Does the applicant have special health c	are needs?						
□ No □ Yes							
Does the applicant take medication for a	ny condition or illness	?					
Are there activities the applicant cannot participate in?							
□ No □ Yes							
Please provide any additional health information details:							
Please list any accommodation(s) you ar	e requesting for yours	self/the applicant:					
□ N/A							





## Part VII: Consents and Signatures

**Pick-up/Dismissal Information** 

This question must be answered for parents/guardians enrolling their children

My child has permission to travel home alone at dismissal:

 $\Box$  Yes  $\Box$  No

## **Consent to Participate**

To the best of my knowledge the information above is true. I agree to its verification and understand that falsification may be grounds for termination of service. Information provided may be used by the City of New York to improve City services and access to those services, and to access additional funding.

## If participant is 18 and over:

I acknowledge that I am 18 years of age or older and am authorized to give consent.

 $\Box$  Yes  $\Box$  No

Participant's Signature	Participant: Print Name	Date
lf	participant is <u>under</u> 18 years old:	

Parent/Guardian's Signature	Parent/G	Guardian: Print Name	Date
Cons	sent for Emerge	ncy Medical Treatment	
	If participant	is 18 and over	
· · ·	ent to be obtained on	n the event of a medical emergency, I her my behalf. I further authorize the emerge contacted.	
□ Yes, I give my	/ permission	□ No, I do not give permission	
Participant's Signature		nt: Print Name	Date
	f participant is <u>u</u>	<u>under</u> 18 years old:	
consent for necessary emergency m notified as soon as possible. I unde	edical treatment for erstand that every ef	rogram. In the event of a medical emerger my child to be obtained, with the understa fort will be made to contact me, or, if I am re and after medical care is provided.	nding that I will be
🗆 Yes, I give my	permission	□ No, I do not give permission	
Parent/Guardian's Signature	Parent/G	uardian: Print Name	Date



## Consent for Photography/Videotaping and Use of Original Work

As a participant enrolled in a DYCD-funded program, please be aware that from time to time DYCD and the City of New York, its contracted providers, authorized agents, third-party organizations with which it collaborates, or other government, representatives (collectively, "Authorized Parties") may be present during program activities and special events associated with program services, both at the usual program location and at off-site events. In some cases, they may photograph, videotape, interview or otherwise record participants and their families and friends in these programs. The resulting images, videos, and interviews may be used, with or without the participant's name, in printed and electronic media such as brochures, books, print and email newsletters, DVDs and videos, websites, social media and blogs (collectively, "Media").

I hereby authorize and permit the Authorized Parties, without compensation and without further approval, to photograph and/or record my and my child's image, name, likeness, and the sound of my and my child's voice during DYCD-funded program activities and special events, and I hereby consent to the resulting images, videos and interviews being used, without compensation and without further approval by the Authorized Parties solely for non-profit, non-commercial purposes in any and all Media.

 $\Box$  Yes  $\Box$  No

If, in the course of participating in DYCD-funded program activities and special events, any original work such as art, music, choreography, poetry, or prose (collectively, "Original Work") is created by me or my child, I hereby consent to such Original Work being used by the Authorized Parties, without compensation and without further approval, solely for non-profit, non-commercial purposes in any and all Media.

 $\Box$  Yes  $\Box$  No

If participant is 18 and over:							
I acknowledge that I am 18 years of age or older and am authorized to give consent.							
	□ Yes □ No						
Full Name of Participant	Participant's Signature	 Date					
If participant is under 18 years old:							
Full Name of Participant	Parent/Guardian's Signature	Date					





## Parent/Guardian Consent to Collect and Share Student Information

The **Department of Youth and Community Development (DYCD)** provides funding for this program as part of its mission to help you assist your child reach his or her full potential. Many of our programs are run by community-based organizations. We work to make sure the services you and your children receive are of the highest quality. DYCD is requesting your permission to allow us to collect information we need on your child, their participation and the quality of the services provided.

#### What information from your child's student records is DYCD requesting?

We are requesting your permission for the New York City Public Schools (NYCPS) to share personally identifiable information from your child's student records with DYCD. The information we would like to collect consists of biographical and enrollment information (specifically consisting of your child's name, address, date of birth, student identification number, grade, school(s) attended and transfer, discharge, and graduation data about your child); data concerning your child's school attendance (including number of days attended and absences); and academic performance data (including your child's results on state and national exams, credits earned, grades, promotion and retention status, and fitnessgram score); and data related to any disciplinary actions taken against your child (including number and type of suspensions).

# We are requesting to collect the information listed above about your child on a past, present and future (i.e., ongoing) basis.

We are also requesting your permission for DYCD to share information we collect on the enrollment form from you and/or your child with NYCPS staff. The information includes registration information, student's interests and challenges, type of program enrolled-in and frequency of participation. This information will be used to help the school and community organization work together to meet you and your child's needs.

## Who will see my child's information and how will it be safeguarded?

The only people who will see your child's individual information are DYCD and NYCPS staff who manage the data systems and prepare research reports and program analyses. The limited number of DYCD staff identified to receive personal information is screened, and provided extensive training to follow strict guidelines on protecting the confidentiality of information that would personally identify you or your child. Personally identifiable information collected from student records will only be shared electronically between NYCPS and DYCD and will be secured and protected in the DYCD database. Personally identifiable information will not be shared with any community-based organizations or their staff members. We will not use your name or your child's name in any published report. While we request your consent, your responses to the below requests will not affect your child's participation in DYCD sponsored programs.

## Please check Yes or No to each of the following statements:

I understand why DYCD is asking my permission to access the information listed above from my child's student records, and I give permission to NYCPS to share that information with DYCD on an ongoing basis.

## □ Yes, I give my permission

□ No, I do not give my permission

I understand why DYCD is asking my permission to share information about my child collected by DYCD with NYCPS staff and I give my permission to DYCD to share information with NYCPS on an ongoing basis.

# Student/Applicant Name: Image: Content Name

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: Date:

Additional Parent/Guardian Name (optional):

Additional Parent/Guardian Signature (optional): \_\_\_\_\_



## **Consent to Make Referrals and Share Information**

The New York City Department of Youth and Community (DYCD) invests in programs and services to help our communities and the people who live here. We want to make sure you know about them and make it easy for you to apply.

#### Why we need your consent

With it, we can:

- decide if you are eligible for services;
- send you information about DYCD-funded programs and services you can apply for;
- send you information about research activities, focus groups, and surveys related to program improvement;
- share information from your DYCD Participant Application with the programs you apply for; and
- track the results of the services you receive.

#### What we share

We'll only give information to show you qualify or help you enroll in DYCD-funded programs.

#### Who sees your information and how we protect it

Only authorized employees at DYCD and the programs DYCD funds can see it.

Please read below, check one of the boxes, and fill in the rest.

I understand that DYCD needs my consent to:

- decide if I am eligible for services;
- send me information about programs and services I can apply for;
- refer me to DYCD-funded programs;
- send me information about research activities, focus groups, and surveys related to program improvement;
- share information from my DYCD Participant Application with the programs I apply for; and
- track the results of the services I receive.

#### □ Yes, I give my consent. □ No, I do not give my consent.

Full Name of Participant (please print)

Signature of Participant (or Parent/Guardian for participants under 18 years old)

Date