

Office Use Only
Date Application Received:
Enrollment Start Date:
Intake Specialist/Staff:
Additional Information:











DYCD Universal Participant Intake: Youth & Adult Application (Ages 13 & Younger)

Welcome to the Department of Youth and Community Development (DYCD)! DYCD is a New York City agency that funds programs for youth and families. These programs are operated by Community Based Organizations (CBOs). This form will allow you or your child to apply to a DYCD Comprehensive Afterschool System (COMPASS), Beacon, or Cornerstone youth or adult program. Please complete this form fully and return to the CBO that operates the program. One application will be accepted per person per site. Submission of an application does not guarantee enrollment in the program. Further paperwork and information may be required to determine program eligibility. If accepted, program will be at no cost to the participant. The following application items are collected for informational and program planning purposes only: Income, Gender, Race, Ethnicity, Language, Population Type, Household Information and Health Insurance Status. Responses to these questions will not impact your eligibility to receive services and will not be shared outside of DYCD without the applicant's permission.

Part I: Applicant Information						
For the purposes of this a	application, applica	ant refers to the person ap	pplying to I	receive services.	Select one:	
□ I am completing this appli	cation for myself	☐ I am a parent or guar	dian comple	eting this application	on for my child	
□ I am a re	elative/non-relative,	completing this application	on behalf o	f the applicant		
Applicant's First Name:		Applicant's Last Name:			MI:	
Applicant's Date of Birth (MM	M/DD/YEAR):	Applicant's Primary Addr	ess (Numb	er and Street):		
Applicant's Apt. Number:	Applicant's City:		Zip Code:			
Applicant's Sex at Birth	Applicant's Rac	e (Select all that Apply):		licant's Ethnicity	,	
(Select One):			(Sel	ect One):		
☐ Female		ian and Alaskan Native		lianania ar Latiny		
□ Female	☐ Asian	•		lispanic or Latinx	inv	
	☐ Black or Afric			lot Hispanic or Lat	IIIX	
☐ X (not female or male)		n/North African				
☐ Not sure	☐ Native Hawaiian and Other Pacific Islander					
	☐ White or Caucasian					
	☐ Other					
☐ Applicant lives in a NYCHA Development (please provide name)						









Part II: Applicant's (or Parent/Guardian's) Contact Information **Applicant's Contact Information** For youth without contact information, skip to the next section to provide parent/guardian contact information Write down phone numbers for the applicant and check the preferred method of contact: □ Cell □ Home □ No Email □ Work _____ ☐ US Mail Parent/Guardian Information This section is required for Applicants under 18 Parent/Guardian Name: Write down all phone numbers and check the best number to call in case of an emergency: □ Cell □ No Email □ Work □ Email _____ State: Address: City: Zip Code: ☐ Same as Applicant **Emergency Contact Information** At least one emergency contact must be identified **Emergency Contact #1 Name: Relationship to Participant:** ☐ Emergency contact is parent/guardian of participant Write down all phone numbers and check the best number to call in case of an emergency: ☐ Home _____ □ Cell ☐ No Email □ Email □ Work City: Address: State: Zip Code: ☐ Same as Applicant **Emergency Contact #2 Name: Relationship to Participant:** ☐ Emergency contact is parent/guardian of participant Write down all phone numbers and check the best number to call in case of an emergency: 2 ☐ Home _____ ☐ Cell _____ ☐ No Email □ Email □ Work

City:

☐ Same as Applicant

Address:

State:

Zip Code:









This se	ection is for parents/g	guardians enrolling th	neir children			
Emergency contacts listed in Section II are authorized to pick up the child unless otherwise noted.						
The followin	g <u>additional</u> people	are authorized to p	oick up my child:			
Name:	Phone #:		Relationship:			
Name:	Phone #:		Relationship:			
	_					
Name:	Phone #:		Relationship:			
	he following people	MAY NOT nick up my	child:			
'	ne ronowing people i	in the pick up my	cilia.			
Name:	Name:		Name:			
			- Tullion			
Par	t III: Applicant's	Education/Work	Status			
	Applicant's Educat	tion Status (Select On	e):			
☐ Full-Time		rt-Time Student*** □	•			
***If applicant is a Part Time	Student or Full Time S	Student Coloct emplies	antia august avada (Salaat Ona).			
			ant's current grade (Select One): the applicant (Select One):			
			,			
Elementary School: □ Pre-K □ K □ □ 4 th □ 5 th	J 1 ³¹ ∐ Z ¹¹⁰ ∐ 3 ¹⁰		: □ 1 st year □ 2 nd Year □ 3 rd year			
		☐ 4 th Year + ☐ Obtained Associate's Degree				
Middle School: \square 6th \square 7th \square 8	3 th	Master's Degree:				
High School: □ 9 th □ 10 th □ 11 th □	12 th	☐ Some Master's De	gree credits, but no degree attained			
☐ Obtained High School Diploma		☐ Obtained Master's	Degree			
☐ Obtained High School Equivalence	y	Professional Degree):			
4-Year College/University: ☐ Free	shman □ Sophomore		Degree credits (e.g. MD, DDS, DVM,			
☐ Junior ☐ Senior ☐ Obtained Bach	· ·	LLB, JD), but no degr				
Doctorate Degree:	3		onal Degree (e.g. MD, DDS, DVM, LLB,			
☐ Some Doctorate degree credits, b	ut no degree attained	JD)				
☐ Obtained Doctorate Degree	arrio dogreo anamod	Vocational/Trade Sc				
Other:		☐ Some Vocational or Trade School credits, but no certificate				
☐ Obtained Foreign Degree		or degree attained ☐ Obtained a certificate or degree from a Vocational or Trade				
☐ No Formal Schooling Attained		school	ate of degree from a vocational of Trade			
	Applicant's Current	Work Status (Select C	one).			
☐ Employed Full-Time	• •	d Part-Time	☐ Retired			
☐ Unemployed (Short-Term, 6 mont	• •	yed (Long-term, more	□ remed			
less)	than 6 mon	, ,				
•		icable (applicant is	☐ Unemployed (Not in labor force)			
☐ Migrant Seasonal Farm Worker		ears of age)				
	Required for I	Full-Time Students				
Student ID/OSIS:						
School Type:						
	Private □ Other					
School Name:						









School Address:	City:	Zip Code:

Part IV: Health Information							
Applicant's Health Information Please answer the questions below and provide additional details in the space provided. Many needs or health challenges can be accommodated and may not limit enrollment in the program.							
Does the applicant have any allerg	ies? (food, medication,	etc.)					
□ No □ Yes							
Does the applicant have asthma?							
□ No □ Yes							
Does the applicant have special he	alth care needs?						
□ No □ Yes							
Does the applicant take medication	n for any condition or ill	ness?					
□ No □ Yes							
Are there activities the applicant care	annot participate in?						
□ No □ Yes							
Please provide any additional healt	h information details:						
□ N/A							
Please list any accommodation(s) y	ou are requesting for yo	ourself/the applicant:					
□ N/A							
4		Insurance Status					
Does the applicant have health	If yes, what kind of he (Check all that Apply):	alth insurance does the a	applicant have?				
insurance? (Select One):	☐ Medicaid	☐ Medicare	☐ State Children's Health Insurance Program				
☐ Yes ☐ No	☐ Employment-Based	☐ Direct-Purchase	☐ State Children's Health				
☐ Decline to Answer	☐ Military Health Care	☐ Decline to Answer	Insurance for Adults				
If you do not have health insurance, do you want to be contacted by someone else with information about signing up for public health insurance? (Select One): □ Yes □ No □ Decline to Answer If you would like to be contacted about signing up for public health insurance, what is your preferred method of contact? (Select One): □ Email □ Phone □ US Mail □ Via provider □ Decline to Answer							









	Part V: Additional Applicant Information						
How well does the applicant speak English? (Select One): □ Fluent/Very well □ Well □ Not well □ Not well at all				Applicant's Pr	Creole an ese	□ Tagalog □ Vietnamese	☐ Arabic ☐ French ☐ Gujarati ☐ Hindi ☐ Japanese ☐ Mande ☐ Polish ☐ Russian ☐ Turkish ☐ Yiddish
Other Languages S □ English □ Bengali □ Fulani □ Haitian Creole □ Hungarian □ Korean □ Punjabi □ Portuguese □ Spanish □ Urdu □ Other: □ Not applicable (or	☐ Albanian ☐ Chinese ☐ German ☐ Hebrew ☐ Italian ☐ Kru, Ibo, o ☐ Persian ☐ Romanian ☐ Tagalog ☐ Vietnames	r Yoruba se age spoke	en by ap	Arabic French Gujarati Hindi Japanese Mande Polish Russian Turkish	**Ap 2 3) You vote	d the applicant like to recontacted about registering of One): Yes Yes Note the plicant is eligible to vote in U 1) You are a U.S. You meet your state's residence are 18 years old. Some state in primaries and/or register to ore the general election. Che registration age required.	g to vote?** No S. federal elections if: citizen; ency requirements; es allow 17-year-olds to be vote if they will be 18 eck your state's voter
Is the applicant any Parent/Legal Guardi Offender/Justice Inv Foster Care Particip Runaway Youth? Veteran? Active Military Perso An Individual with a	an? olved? ant? onnel?	☐ Yes	□ No □ No □ No □ No □ No	□ Decline to ans	wer	If the applicant is an indisability, please select (Select all that Apply): Cognitive impairment Hearing-related Learning disability Mental or Psychiatric Physical/Chronic Heal Physical/Mobility Impa	t disability type(s)









Part VI: Household Information

For all the next set of questions, **HOUSEHOLD** is defined as any individual or group of individuals (family or non-family members) who are living together as one economic unit. **INCOME** is defined as the total annual gross income of all family and non-family members 18+years old living within the household.

and non-family members 18+years old living within the household.								
The applicant lives in a household that is headed by (Select One):					Applicant's Housing Type (Select One):			
☐ Single Pare	nt - Female	☐ Two Adults – No Children			□ Own	□ Rent □		□ NYCHA
☐ Single Pare	nt - Male	☐ Two Par	rent Household		□ Shelter	□ Hom	☐ Other	
☐ Single Person	on - No children	□ Multiger	nerational Househ	old	_ 0		.0.000	Permanent
☐ Non-related	adults with chil	dren □ Other: _						Housing
					☐ Other:			
Applicant's H	ousehold Size	(Select One):	Total Househol	d Inco	me in the last 1	2 Months	(Select O	ne):
□ One	□ Two	□ Three	□ \$0		□ \$1 to \$12,	060	□ \$12,	061 to \$16,240
☐ Four	☐ Five	□ Six	□ \$16,241 to \$2	0,420	□ \$20,421 to	\$24,600	□ \$24,	601 to \$28,780
☐ Seven	□ Eight	☐ Nine	□ \$28,781 to \$3	2 960	□ \$32,961 to	\$37.140	□ \$37	141 to \$41,320
□ Ten	□ Eleven	□ Twelve		,				, ,
☐ Thirteen	□ Fourteen	☐ Fifteen	□ \$41,321 to \$5	0,000	□ \$50,001 to	\$60,000	□ \$60,	001 to \$70,000
□ Sixteen	☐ Seventeen	□ Eighteen	□ \$70,001 to \$8	0,000	□ \$80,001 to	\$90,000	□ \$90,	001 to \$100,000
☐ Nineteen	☐ Twenty or more		□ \$100,000+		☐ Decline to	Answer		
Sources of Ap	oplicant's Hou	sehold Income	(Select all that App	oly):				
☐ Employmen	t Wages	☐ Affordable Ca	are Act Subsidy	□ Ali	mony or other S	pousal	☐ Child S	Support
☐ Childcare Vo	oucher	☐ Earned Incor	e Tax Credit Support			☐ Genera	al Assistance	
☐ Housing Ch	oice Voucher	(EITC)	□ Em		Employment Tax Credit		☐ Pension	
☐ Permanent	Supportive	☐ HUD-VASH			IEHEAP		☐ Safety Net/Home Relief	
Housing		□ Private Disab	oility Insurance	□ Pu	Public Housing		☐ Supplemental Nutrition	
☐ Retirement	Income from	☐ Social Securi	ity Disability	□ Su	Supplemental Security		Assistand	e Program
Social Security	/	Income (SSDI)		Incor	ome (SSI)		(SNAP)	
☐ Temporary /	Assistance	□ Unemployme	ent Insurance	□ VA	/A Non-Service		□ VA Se	rvice-Connected
for Needy Fam	nilies (TANF)	☐ Worker's Cor	mpensation	Conn	nnected Disability Pension		Disability Compensation	
□ WIC				□ Ot	her:		□ Decline	e to Answer









Part VII: Consents and Signatures

Pick-up/Dismissal Information

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

My child has permission to travel home alone at dismissal:

☐ Yes ☐ 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	8 years of age or older and am authorize ☐ Yes ☐ No	d to give consent.					
Participant's Signature	Participant: Print Name	Date					
If p	participant is <u>under</u> 18 years old:						
Parent/Guardian's Signature	Parent/Guardian: Print Name	Date					
Consent	for Emergency Medical Treatmen	t					
	If participant is 18 and over						
consent for necessary emergency n emerg	D-funded program. In the event of a medinedical treatment to be obtained on my beliency contact(s) listed to be contacted. y permission No, I do not give perm	nalf. I further authorize the					
Participant's Signature	Participant: Print Name	Date					
If p	oarticipant is <u>under</u> 18 years old:						
My child is enrolled as a participant in a DYCD-funded program. In the event of a medical emergency, I hereby give consent for necessary emergency medical treatment for my child to be obtained, with the understanding that I will be notified as soon as possible. I understand that every effort will be made to contact me, or, if I am unavailable, the emergency contact(s) listed, before and after medical care is provided. □ Yes, I give my permission □ No, I do not give permission							
Parent/Guardian's Signature	Parent/Guardian: Print Name	Date					



Full Name of Participant







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").

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. ☐ Yes ☐ 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. ☐ Yes ☐ 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:

Parent/Guardian's Signature









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 **NYC Department of Education (DOE)** 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 DOE 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 DOE 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 DOE and DYCD and will be secured and protected in the DYCD data base. 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 student records, and I give	O , .	to access the informatio share that information with		•
□ Yes,	give my permission	□ No, I do not give my	permission	
with DOE staff and I giv	e my permission to DYC	to share information abou D to share information with ☐ No, I do not give my	n DÓE on an ongoir	•
Student/Applicant Name:				
Parent/Guardian Name:				
Parent/Guardian Signature:			Date:	
Additional Parent/Guardian Nam	e (optional):			
Additional Parent/Guardian Signa	ature (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 permission

With it, we can:

- send you information about DYCD-funded programs and services you can apply for, and
- share information from your DYCD Participant Application each time you apply.

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 DYCD and funded program staff can see it. We don't share it with others except to:

- decide if you're eligible for services,
- · enroll you in programs and services, and
- track the results of the services you receive

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

I understand why DYCD needs my consent to:

- send me information about programs and services I can apply for,
- refer me to DYCD-funded programs, and/or
- share information from my DYCD Participant Application with the programs I apply for

☐ Yes, I give my permission	□ No, I do not give my permission				
Full Name of Participant (please print)					
Signature of Participant (or Parent/Guardian fo	or participants under 18 years old)				
 Date					

NEW YOK STATE OFFICE OF CHILDREN AND FAMILY SERVICES

CHILD CARE EMPLOYEE, VOLUNTEER, PARENT, CHILD AND ESSENTIAL VISITORS HEALTH SCREENING ONE-TIME ATTESTATION

Before entering a child care program, employees, volunteers, parents, children and essential visitors *must* complete a health screening questionnaire daily. In addition, each employee, volunteer, parent, child and essential visitor must sign and submit this form to the program one time. Employees, volunteers, parents, children and essential visitors must answer all questions and take their temperature daily to confirm a body temperature lower than 100.0 degrees Fahrenheit. If anyone answers "Yes" to any of the questions below, they cannot enter the child care program. A parent or guardian is responsible for completing daily screening on behalf of their child(ren).

Self-Screening:

Below are the self-screening questions that employees, volunteers, parents, children and essential visitors are required to answer **daily**. If any of the answers to the below questions are "Yes," individuals **cannot** enter the program. If the answers are "No" to all the following questions, individuals may enter the program. If employees, volunteers, parents, children and essential visitors cannot take their temperature at home, but answer "No" to all other questions, they may report to the program to have their temperature taken on site.

- 1. Is your temperature higher than or equal to 100.0 degrees Fahrenheit?
- 2. Have you had any known contact with a person confirmed or suspected to have COVID-19 in the past 14 days?
- 3. Are you currently experiencing ANY of the following symptoms?
 - Cough (new or worsening)
 - Shortness of breath (new or worsening)
 - Trouble breathing (new or worsening)
 - o Fever
 - o Chills
 - Muscle pain (new or worsening)
 - Headache (new or worsening)
 - Sore throat (new or worsening)
 - New loss of taste
 - New loss of smell
- 4. Have you tested positive for COVID-19 through a diagnostic test in the past 14 days?

If you have answered "NO" to all questions, you have passed and may enter the program.

If you have answered "YES" to any question, you will not be allowed to enter the program.

Attestation: By signing this document, I agree that I will self-monitor these symptoms each day and report the outcome per the instructions above and will not enter any child care program if any of the above symptoms or conditions are present.

		/	/	
Signature	Date			
		/	/	
Signature	Date			

Note: This document must be signed and returned to the program prior to entry. A signed copy needs to be provided only once. The child care program must retain a copy for their records.