

Instructions:

The Summer Youth Employment Program (SYEP) offers work experience, teaches valuable employment skills, and provides you with a summer income. SYEP educational activities will enhance your summer experience, allowing you to develop career awareness, understanding of personal money management, and work-related social skills.

SYEP is open to all New York City residents between ages 14 through 24, as of **July 1st, 2018**.

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 SYEP:

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

OR

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

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

The DEADLINE for submitting your application is **Friday March 16th, 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 SYEP you will be notified by the SYEP Provider to which you submitted your application and asked to submit additional documentation immediately.

(See attached Required Documents Checklist)

Both DYCD and the Provider may contact you using the contact information provided for mail, phone, email and text messaging. It is the applicant's responsibility to regularly monitor these accounts. In the case of text messaging, standard carrier charges may apply.

Note: Employment documentation (including picture ID, social security card, working papers, etc.) is required to be enrolled in SYEP.

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 SYEP.

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

(Turn over to the next page)

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One application will be accepted for each applicant. Completed applications will be entered into a lottery to determine those applicants who will be offered a position in the Summer Youth Employment Program. **SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE ELIGIBILITY OR ENROLLMENT INTO THE PROGRAM.** The following application items: Spoken Language, Disability Status is voluntary and will be treated with confidentiality. They cannot be used to affect your status in receiving employment, benefits and/or services. Information provided may be used by the City of New York to improve City services or to access additional funding.
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1. Social Security Number (Please be accurate)

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2. Last Name **3. First Name** **4. MI**

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5. Birth Date (MM/DD/YYYY) **6. Gender (Check one)** **7. Citizenship Status (Check one)**

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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.)

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9. Alien Number: **9. USCIS Form #:**

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10. Street Address (Number and Street) **11. Apt.** **12. Zip Code**

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

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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)

	<input type="checkbox"/> Albanian	<input type="checkbox"/> Arabic	<input type="checkbox"/> Bengali	<input type="checkbox"/> Chinese (incl. Cantonese & Mandarin)	<input type="checkbox"/> French
	<input type="checkbox"/> Fulani	<input type="checkbox"/> German	<input type="checkbox"/> Greek	<input type="checkbox"/> Gujarati	<input type="checkbox"/> Haitian Creole
	<input type="checkbox"/> Hebrew	<input type="checkbox"/> Hindi	<input type="checkbox"/> Hungarian	<input type="checkbox"/> Italian	<input type="checkbox"/> Japanese
	<input type="checkbox"/> Korean	<input type="checkbox"/> Kru, Ibo or Yoruba	<input type="checkbox"/> Mande	<input type="checkbox"/> Punjabi	<input type="checkbox"/> Persian
	<input type="checkbox"/> Polish	<input type="checkbox"/> Portuguese	<input type="checkbox"/> Romanian	<input type="checkbox"/> Russian	<input type="checkbox"/> Spanish
	<input type="checkbox"/> Tagalog	<input type="checkbox"/> Turkish	<input type="checkbox"/> Urdu	<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Yiddish
	<input type="checkbox"/> Other (Describe): _____				

18. Applicant's Home Phone # **19. Applicant's Cell Phone #** **20. Applicant's Email**

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21. Name of Parent or Legal Guardian (Last Name) **22. First Name** **23. Emergency Contact Phone #**

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Educational Status

24. Education – Student Type Currently Attending School Not in-school

25. Current Educational Status

J.H.S grade	<input type="checkbox"/> 6th	<input type="checkbox"/> 7th	<input type="checkbox"/> 8th
H.S. grade	<input type="checkbox"/> 9th	<input type="checkbox"/> 10th	<input type="checkbox"/> 11th <input type="checkbox"/> 12th
College	<input type="checkbox"/> Freshman	<input type="checkbox"/> Sophomore	<input type="checkbox"/> Junior <input type="checkbox"/> Senior

26. Please indicate the school system you attend

DOE CUNY Other

a. What school did/do you attend?

b. Indicate last grade completed.

Grade 0 - 8 High School Graduate/ HSE

Grade 9-11 12+ Some Post-Secondary

2 or 4 year College Graduate

Income & Other Information

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

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

a. Type of Applicant Household

	<input type="checkbox"/> Single Parent Female	<input type="checkbox"/> Two Adults-No Children	<input type="checkbox"/> Single Person – No Children
<input type="checkbox"/> Single Parent Male	<input type="checkbox"/> Two Parent Home	<input type="checkbox"/> Other	

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

30. Type of Public Assistance (Check all that apply)

Family Assistance (formerly known as AFDC) S.S.I. Supplemental Nutrition Assistance Program (SNAP)

Safety Net/Home Relief Other _____

31. 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

SYEP: Required Document Checklist

If you are selected from the lottery for a summer job, you will need to bring certain documents to your SYEP provider. **You must submit COPIES** of one (1) item from categories 1-9 listed below as it applies to you. **These items are needed to officially complete your enrollment so that you are eligible for a SYEP 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**

1. Proof of Identity

- Official Picture ID
(school, city, state, government issued)
IDNYC Municipal ID will be accepted

2. Proof of Employment Authorization

- Report Card *(dated within the last 6 mos.)* OR
- Official School Transcript OR
- NYS Driver/Non-Driver's License OR
- Voter's Registration Card OR
- U.S. Military Card /Draft Record

3. Proof of Age

- Birth Certificate OR
- Benefit Card OR
- NYS Driver/Non-Driver's License OR
- Alien Registration Card OR
- Valid U.S. Passport

4. Proof of Social Security Number

- Social Security Card **(ONLY)**

5. Working Papers *(Must be age applicable)*

If you are under the age of 18 at the time of application, you must submit your most current working papers.

Working papers can be acquired through your school. If you are not attending school, call 311 or contact your local District Office.

- 14 and 15 years of age: Blue Card
- 16 and 17 years of age: Green Card

6. Proof of Citizenship/Alien Status

- Valid U.S. Passport OR
- U.S. Birth Certificate OR
- Alien Registration Card OR
- I-94, I-551, I-797 OR
- Certificate of Naturalization OR
- Employment Registration Card

7. Proof of Address *(Dated within the last 6 months)*

- Home Utility Bill OR
- Current Lease, Mortgage, Deed OR
- Current Cable Bill (Must have Phone Service Listed) OR
- Official Mail from a Federal, State or City Agency

8. Proof of Family Income

(Dated within the last 6 months)

If Supported by Public Assistance

- Current EBT Card (with parent/guardian name) **AND** a recent store receipt OR
- Current Benefit Budget/SNAP Letter OR
- Official letter from Social Services (Must include applicant's name, Benefit # and date)

OR

If Not Supported by Public Assistance

- Two (2) consecutive pay stubs dated within the last six months *(Must include payee name, and gross income)* OR
- 2017 W-2 form and one (1) pay stub dated within the last six months OR
- Current Pension Award letter OR
- Current SSA Award letter OR
- Unemployment Benefit Document dated within the last six months OR
- If self-employed, 2017 Tax Return including Schedule "C" or "E" (if receiving rental income)

9. SYEP Application

- A signed SYEP application is required for all youth. Youth under the age of 18 are required to have the signature of a parent or guardian.

Please provide **ONLY** if applicable

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|------------|---|
| 10. | Selective Service Registration Card OR
<input type="checkbox"/> Selective Service "Online Receipt"
<i>Required for males 18 years of age or older</i> |
| 11. | Proof of Disability : Official documentation as applicable certifying disability from a physician, ACS, HRA, School, Social Service agency or authorized entity.
<input type="checkbox"/> |

*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.

		Service Option 1 (Younger Youth 14-15 years old)		Service Option 2 (Older Youth 16-24 years old)	
Bronx	Aspira of New York 345 Brook Ave, 10455; 718-292-3781 6 train to Brook Ave, 2,5 train to 149 th St. & Brook Ave, Bx17 bus to E 141 st St/ Bx19 bus to E 149 th St 3 Ave	Bronx Works 1130 Grand Concourse; 10456 718-508-3040 B or D train to 167 th Street	Aspira of New York 345 Brook Ave, 10455; 718-292-3781 6 train to Brook Ave, 2,5 train to 149 th St. & Brook Ave, Bx17 bus to E 141 st St/ Bx19 bus to E 149 th St 3 Ave	Bronx Works 1130 Grand Concourse; 10456 718-508-3040 B or D train to 167 th Street	
	Catholic Charities- Archdiocese School P.S 11 1257 Ogden Ave; 10452 - 212-795-1490 ext 103 4 train to 161 st Street Bx13 bus to Ogden Av - W 168 St	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.	Catholic Charities- Archdiocese School P.S 11 1257 Ogden Ave; 10452 - 212-795-1490 4 train to 161 st Street Bx13 bus to Ogden Av - W 168 St	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.	
	Children Arts & Science Workshop PS/MS 37 360 West 230th Street; 10463, 929-265-7937 BX7 to Broadway/Exterior St	Community Association of Progressive Dominicans MS 117 Joseph H. Wade School Middle School, 1865 Morris Avenue, RM 140; 718- 466-1806 B train to 175th St./ D train to Tremont Ave./ Bx36 bus to Tremont 4 train to 176 th Street & Jerome Ave.	Children Arts & Science Workshop PS/MS 37 360 West 230th Street; 10463, 929-265-7937 BX7 to Broadway/Exterior St	Community Association of Progressive Dominicans MS 117 Joseph H. Wade School Middle School, 1865 Morris Avenue, RM 140; 718- 466-1806 B train to 175th St./ D train to Tremont Ave./ Bx36 bus to Tremont 4 train to 176 th Street & Jerome Ave.	
	Kips Bay Boys & Girls Club 1930 Randall Ave, 10473; 718-893-8600 6 train to Parkchester/177th St. then Bx39 bus to Randall Ave	New York City Housing Authority- M All NYCHA Management Offices; 718-289-8100	Kips Bay Boys & Girls Club 1930 Randall Ave, 10473; 718-893-8600 6 train to Parkchester/177th St. then Bx39 bus to Randall Ave	Phipps Community Development 1030 East 178th St. 10460; 929-215-4419 2, 5 train to East Tremont Ave/West Farms Square	
	South Bronx Overall Economic Development Corporation 555 Bergen Ave; 3 rd Fl. 10455; 718-732-7628 2, 5 train to 3rd Ave 149 th St.	The Children's Aid Society 1522 Southern Blvd. 10460 917-286-1535 2 or 5 train to 174 th St	Simpson Street Development Association 997 East 163rd St; 10459 - 718-589-1510 6 train to Hunts Point/2,5 train to Simpson St	South Bronx Overall Economic Development Corporation 555 Bergen Ave; 3 rd Fl., 10455 ;718-732-7608 2, 5 train to 3rd Ave 149 th St	
	Woodycrest Center for Human Development 153 West 165 th Street 10452; 718-992-4257 4 Train Uptown to 161 Street Yankee Stadium		The Children's Aid Society 1522 Southern Blvd. 10460 917-286-1535 2 or 5 train to 174 th St	Wildcat 560 East 179th Street; Room 308; 10457; 718-294-0230 xt. 3070 D Train to Tremont Ave & Grand Concourse then transfer to the Bx 36 bus to East 180th St. & Arthur Ave	
			Woodycrest Center for Human Development 153 West 165 th Street 10452; 718-992-4256 ext. 57 4 Train Uptown to 161 Street Yankee Stadium		
Brooklyn	Service Option 1 (Younger Youth 14-15 years old)		Service Option 2 (Older Youth 16-24 years old)		
	CAMBA 2244 Church Ave, 4 th Floor 718-462-4244 xt. 79260 B/Q or 2/5 train to Church Ave & B35/B41 bus to Flatbush Avenue	Catholic Charities Neighborhood Svcs. 191 Joralemon St. 1 st fl. 11201 718 722-6228 2,3,4,5 train Borough Hall	Brooklyn Neighborhood Improvement Assoc. 465 Sterling Place; 11238; 718 773-4116 3 train to Brooklyn Museum 4 train to Franklin Ave	CAMBA 2244 Church Ave, 4th Floor 718-462-4244 xt. 79260 B/Q or 2/5 train to Church Ave & B35/B41 bus to Flatbush Avenue	
	Center for Family Life – SCO Family Svcs Sunset Park High School 153 35th St. 11232; 718-840-1640 N or D Train to 36 th Street R Train to 36 th Street	Chinese American Planning 4101 8 th Ave 4 th floor, 11232; 718-685-3312 D train to 9 th Ave B70 bus running on 8 th Ave line	Catholic Charities Neighborhood Svcs. 191 Joralemon St. 1 st fl. 11201 718 722-6228 2,3,4,5 train Borough Hall	Center for Family Life– SCO Family Svcs. Sunset Park High School 153 35th St. 11232; 718-840-1640 N or D Train to 36 th Street R Train to 36 th Street	
	Community Counseling and Mediation 810 Classon Avenue 11238; 718-230-5100 2,3,4,5 train to Franklin Ave	Council of Jewish Organizations of Flatbush 1546 Coney Island Avenue, 11230 718 252-4446 Q- Train to Avenue M	Chinese American Planning 4101 8 th Ave 4 th floor, 11232 718-685-3312 D train to 9 th Ave B70 bus running on 8 th Ave line	Community Counseling and Mediation 810 Classon Avenue 11238; 718-230-5100 2,3,4,5 train to Franklin Ave	
	Cypress Hills LDC 2930 Fulton St. 11207 718-676-1544 J- Train to Cleveland Street C- Train to Shepherd Avenue	Henry Street Settlement 370 Fountain Avenue 11208; 646-265-6773 A or C train to Euclid Avenue	Council of Jewish Organizations of Flatbush 1546 Coney Island Avenue, 11230 718 252-4446 Q- Train to Avenue M	Cypress Hills LDC 2930 Fulton St. 11207 718-676-1544 J- Train to Cleveland Street C- Train to Shepherd Avenue	
	Italian American Civil Rights League 1460 Pennsylvania Ave #1B 718 642-2180 B82 or B83 bus to Pennsylvania Avenue & Geneva Loop	National Society for Hebrew Day School 1546 Coney Island Ave - 11230 718 252-4446 Q- Train to Avenue M	Edith and Carl Marks Jewish Community House of Bensonhurst 7802 Bay Parkway 11214; 718 943-6389 D- Train to Bay Parkway / N-Train to Kings Highway	Henry Street Settlement 370 Fountain Avenue 11208; 646-265-6773 A or C train to Euclid Avenue	
	New York City Housing Authority- M All NYCHA Management Offices; 718-289-8100	Sesame Flyers International 905 Winthrop Street, 11203 718-693-0500 3,4 Train to Utica Avenue then B46 Bus to Winthrop Street	Italian American Civil Rights League 1460 Pennsylvania Ave #1B 718 642-2180 B82 or B83 bus to Pennsylvania Avenue & Geneva Loop	National Society for Hebrew Day School 1546 Coney Island Ave - 11230 718 252-4446 Q- Train to Avenue M	
	St. Nick's Alliance Corporation 850 Grand Street, Rm. 184; 11211 718-599-9224 ext. 31 L train to Grand /B43- Stops on Graham Ave. & Grand St		Police Athletic League 715 East 105 th Street, 11236; 718-947-7640 L Train to East 105 Street OR Take the B60 Bus to Glenwood Road & E 105th Street	Research Foundation CUNY – Medgar Evers College Campus 1534 Bedford Avenue, 2 nd fl – 11216 718-804-8866 2,3,4,5 train to Franklin Avenue	

Brooklyn		Service Option 1 (Younger Youth 14-15 years old)		Service Option 2 (Older Youth 16-24 years old) – cont.	
Manhattan		Service Option 1 (Younger Youth 14-15 years old)		Service Option 2 (Older Youth 16-24 years old) – cont.	
		Catholic Charities – Archdiocese School I.S 143 515 West 182nd Street Room B2 NY, NY 10033 212-795-1490 ext 103	Chinese American Planning 165 Eldridge St. – 10002; 212-334-0083 Take the F train to Delancey Street or the M to Essex Street (same area).	Catholic Charities – Archdiocese School I.S 143 515 West 182nd Street Room B2 NY, NY 10033 212-795-1490 ext. 103	Chinatown Manpower 70 Mulberry St. 3 rd . Fl.; 10013 212-571-1690 ext. 222/245 6 Train to Canal street
		El Barrio's Operation Fightback 413 East 120 th St. Suite 401; 10035 212-427-7080 4 Train Uptown to 125 th . St.	New York City Housing Authority- M All NYCHA Management Offices; 718-289-8100	Chinese American Planning 165 Eldridge St. – 10002; 212-334-0083 Take the F train to Delancey Street or the M to Essex Street (same area).	El Barrio's Operation Fightback 413 East 120 th St. Suite 401; 10035 212-427-7080 4 Train Uptown to 125 th . St.
		The Children's Aid Society 4 West 125 th Street, 3 rd FL; 10027 212-949-4902 – 2 or 3 train to 125 th Street		Inwood Community Services 651 Academy St. 10034 -212-942-0043; ext.118 or 130 A Train Uptown to Dyckman St. M07 to Academy & Broadway	Police Athletic League 441 Manhattan Avenue; 10026 718-947-7640 A or C train to 125 th St, Cor. of 119th St
				The Children's Aid Society 4 West 125 th Street, 3 rd FL; 10027 212-949-4902 – 2 or 3 train to 125 th Street	YM-YWHA of Washington Heights and Inwood 54 Nagle Avenue; 10040; (212) 569-6200 ext. 239 1 train to the Dyckman Street stop or 7 or 100 buses to Broadway& Nagle Ave
Queens		Service Option 1 (Younger Youth 14-15 years old)		Service Option 2 (Older Youth 16-24 years old)	
		Central Queens-YM &YWHA 63-25 Main Street – 153H; Flushing 11367 718-286-8121 J train Sutphin Blvd. & Q44 bus	Chinese American Planning 133-14 41 st Avenue, 5 th fl. Flushing 11355 718-358-8899 xt. 732 7 train to Main St.	Central Queens-YM &YWHA 63-25 Main Street – 153H; Flushing 11367 718-286-8121 J train Sutphin Blvd. & Q44 bus	Chinese American Planning 133-14 41 st Avenue, 5 th fl. Flushing 11355 718-358-8899 xt. 732 7 train to Main St.
		Greater Ridgewood Youth Council 59-03 Summerfield St. 11385; 718-456-5437 M train to Forest Ave walk to Summerfield St	HANAC 23-16 30 th Avenue; Astoria 11102 718-204-2325 N or Q train to 30 th Ave Q69 bus to 30 th Ave & 21 st Street	Greater Ridgewood Youth Council 59-03 Summerfield St. 11385; 718-456-5437 M train to Forest Ave walk to Summerfield St	HANAC 23-16 30 th Avenue; Astoria 11102 718-204-2325 N or Q train to 30 th Ave Q69 bus to 30 th Ave & 21 st Street
		Henry Street Settlement Martin Van Buren H.S. 230-17 Hillside Avenue Queens Village 11427; 646-265-7977 E or F train to Union Turnpike-Kew Gardens then Q46 bus to 232nd St.	Jacob Riis 10-25 41 st Avenue LIC, 11101 718-784-7447 F train to 21 st St/Queensbridge	Henry Street Settlement Martin Van Buren H.S. 230-17 Hillside Avenue Queens Village 11427; 646-265-7977 E or F train to Union Turnpike-Kew Gardens then Q46 bus to 232nd St.	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)
		Queens Community House 70-34 Austin Street; Ste BB, 11375; 718-571-0000 ext. 312 E, F, or R train to 71 st Continental Ave or Q 60 Bus to 71st Continental Ave	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	Queens Community House 70-34 Austin Street; Ste BB, 11375; 718-571-0000 ext. 312 E, F, or R train to 71st Continental Ave or Q 60 Bus to 71st Continental Ave	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
		Rockaway Development & Revitalization Corp 1920 Mott Avenue 11691 Far Rockaway 718-327-5300 xt.227 A-Train to Far Rockaway	Southern Queens Park Association/ 177-01 Baisley Blvd. Jamaica, NY, 11434; 718-276-4630 ext. 115 or 145 E/J train to Jamaica Ctr, & Q5/ Q85 bus to Baisley & Merrick Blvd	Rockaway Development & Revitalization Corp 1920 Mott Avenue 11691 Far Rockaway 718-327-5300 xt.227 A-Train to Far Rockaway	
S.I.		Service Option 1 (Younger Youth 14-15 years old)		Service Option 2 (Older Youth 16-24 years old)	
		United Activities Unlimited 278 New Dorp Lane; 2 nd Floor; 10306 929-314-5585 S76 to New Dorp Lane/10 St.		United Activities Unlimited 278 New Dorp Lane; 2 nd Floor; 10306 929-314-5585 S76 to New Dorp Lane/10 St.	