

# Capalino + Company

*Government and Community Relations Advocates*

**TO:** CAPALINO+COMPANY TEAM  
**FROM:** BEN KLEINBAUM  
**SUBJECT:** INT 649  
**DATE:** 8/22/2011  
**CC:**

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INT 649, introduced by Council Member Lew Fidler on August 17th, would require the Human Resources Administration to create a youth and young adult applicant plan. If the bill passes the Commissioner would need to appoint an individual to create a plan to help the department “better serve and engage youth applicants and young adult applicants for public assistance.” The plan would need to include:

- Department policies that relate to youth and young adult applicants for assistance
- Department training manuals, guides and resources to help staff properly interact with youth and young adult applicants
- The designation of youth liaisons at each job center
- Youth-specific assessment tools
- Youth-specific employment and training programs available
- Youth-specific education programs available

The bill would go into effect 90 days after its enactment. The report would have to be produced within six months. The bill was referred to the Committee on General Welfare.

By Council Members Fidler and Palma

A Local Law to amend the administrative code of the city of New York, in relation to requiring the Human Resources Administration to create a youth and young adult applicant plan.

Be it enacted by the Council as follows:

Section 1. Chapter one of title 21 of the administrative code of the city of New York is amended by adding a new section 21-133 to read as follows:

§ 21-133 Youth applicant plan.

a. Definitions. For the purposes of this section the following terms shall have the following meanings:

1. "Head of household" shall mean the member of the applicant household designated by the household to represent the household in all matters pertaining to its eligibility for and receipt of various forms of public assistance;

2. "Household" shall mean a single individual or family, including couples without dependent children who, or which, are eligible to receive public assistance;

3. "Job center" shall mean any New York City Human Resources Administration or Department of Social Services authorized facility located within the five boroughs of New York City where individuals can apply for public assistance;

4. "Public assistance" shall mean cash assistance, temporary cash assistance, safety net assistance and family assistance services provided by the New York City Human Resources Administration or the Department of Social Services;

5. "Young adult applicant" shall mean any person between and including the ages of twenty and twenty-four years old who is applying for or applied for public assistance; and

6. "Youth applicant" shall mean any person between and including the ages of sixteen and nineteen years old who is applying for or applied for public assistance.

b. Plan. The commissioner shall designate an individual responsible for creating and implementing a Youth and Young Adult Applicant Plan. Such plan shall enable the department to better serve and engage youth applicants and young adult applicants for public assistance. The department shall report to the council, in writing, six months from the effective date of this local law, on the plan. At a minimum, the Youth and Young Adult Applicant Plan shall include, but not be limited to, a description of:

1. department policies as they relate to youth applicants and young adult applicants for public assistance and federal and state mandated education requirements;

2. department training manuals, guides, and resources for department staff and contracted workers that: (i) prepare department staff and contracted workers to properly interact with youth applicants and young adult applicants, including those that provide cultural sensitivity training; and (ii) outline, in plain English, the legal rights of youth applicants and young adult applicants including the right to receive public assistance as head of household and the federal and state law mandates related to educational and vocational training requirements;

3. the department's designation of youth liaisons at each Job Center who have specific knowledge of the various needs of youth applicants and young adult applicants as well as the laws and policies that apply to them;

4. youth-specific assessment tools to be used during the intake, application, and investigation portions of the public assistance application processes;

5. youth-specific employment programs and vocational training programs available to youth applicants and young adult applicants; and

6. youth-specific education programs and the educational options available to youth applicants and young adult applicants.

§2. This local law shall take effect 90 days after its enactment into law.

CJG  
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