

NYCHA - Community Service Program CREDITS for Specific Individuals (APPENDIX B – Revised January 2006) – Page 1

| | CATEGORY | # of Credit Hours | TYPE OF CREDIT | PROOF REQUIRED FOR CREDIT |
|---|------------------|--------------------------|---|---|
| 1 | TA Officer | 8 hours monthly | Tenant Association (TA) President's and executive board members shall be credited for 8 hours of community service during any month in which they serve in office. | Verification of the TA position by Housing Manager |
| 2 | Foster Parent | 8 hours per 30 days | A foster parent whose foster child (ren), resides in the same NYCHA apartment shall be credited for 8 hours of community service for every 30 days that the foster care relationship continues. Even if there is more than one foster child in the apartment, the credit remains at 8 hours per month. | Verification of foster care relationship from: <ul style="list-style-type: none"> • NYC Administration for Children's Services (ACS), or • A foster care agency under contract with ACS, for which the foster parent works |
| 3 | Job Search | 16 hours per year | Job search and job readiness assistance. The resident is credited with 16 hours of community service (and not more than 16) for any job search activities, during any lease year. This is not an Exemption although verified on the <i>Community Service Exemption Verification – Education Job Training</i> form. <i>Job readiness assistance</i> includes any of the following criteria: <ol style="list-style-type: none"> a) Training in job-seeking skills b) Training in the preparation of resumes or job applications c) Training in interviewing skills d) Participating in a job club e) Other related activities to help someone to secure competitive employment Receipt of Unemployment Insurance Benefits qualifies as job search. | 1) Skills/training provider completes the <i>Exemption Verification: Education/Job Training</i> form, indicating box number 8, and 2) Attaches a sheet of its letterhead, that is signed and dated, if institution did not stamp form. OR Resident submits proof of Unemployment Benefits to receive a credit of 16 hours. |
| 4 | Military Service | 96 hours per year | A resident shall receive a credit of 96 hours of community service if (s)he serves in any of the following: [Note: 96 hours is one year's worth] <ul style="list-style-type: none"> • Active Duty in one of the <u>armed forces</u>. This includes: Army, Air Force, Navy, Marine Corps or Coast Guard • In a Reserve Component. This includes: Army National Guard, Air National Guard, Army Reserve, Air Force Reserve, Navy Reserve, Marine Corps Reserve or Coast Guard Reserve | Tenant submits a letter from the relevant service stating that (s) he is enrolled. |

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| 5 | Pregnancy | 8 hours per pregnancy | A resident shall receive a credit of 8 hours of community service upon proof of pregnancy. No other medical factors are needed. This credit can be given only once during the same pregnancy. (This credit does not prevent a woman from qualifying for the Disability exemption based on pregnancy.) | Medical letter certifying that the woman is pregnant. |
| 6 | Inability to work due to illness or injury | 8 hours per 30 days | A resident shall receive a credit of 8 hours of community service for every 30 days that he/she is ill or injured and unable to work. (This credit does not prevent a resident from qualifying for the Disability exemption.) | Medical letter certifying that person is ill or injured <u>and</u> unable to work. A credit of 8 hours shall be given unless the medical letter specifies that the resident's illness and inability to work extends for more than 30 days. In that case 8 hours credit shall be given for each additional 30 day period. |
| 7 | Domestic Violence / Intimidated – Victims (VDV/IV/IW) | 8 hours per 30 days | Victims of Domestic Violence, Intimidated Victims and Intimidated Witnesses (VDV/IV/IW): A resident whose request to <u>transfer</u> to another development as a VDV/IV/IW has been <u>approved</u> , receives a credit of 8 hours of community service for every 30 days that the transfer request is pending, or until the resident moves out of the apartment. | Verification by Manager from NYCHA's TSAP system. |
| 8 | Incarceration | 8 hours per 30 days | The resident shall be credited for 8 hours of community service for every 30 days during which a resident is incarcerated. Upon release from jail, however, the resident is required to perform community service, unless otherwise exempt. | Proof of incarceration is a letter from the Court or correctional institution indicating the date of initial incarceration <u>and</u> the date of release. |