



SUMMER YOUTH EMPLOYMENT PROGRAM 2021

Frequently Asked Questions

When will the SYEP applications be available?

SYEP applications will be available on Monday, March 1st, 2021.

How do I qualify for SYEP?

To be eligible for SYEP you must be at least 14-years old but not over 20-years old as of July 2nd, 2021. You must also permanently reside in Orange County, New York. Your family income must also be at or below 200% of the poverty level.

How do I apply for SYEP?

Visit www.orangecountygov.com/eta and click Summer Youth Application 2021. You can download and print a copy of the application, **complete** and mail it to:

Orange County Employment & Training Administration
18 Seward Ave, 1st Floor
Middletown, NY 10940
Attn: Michael Raymond

Or email it to eta@orangecountygov.com

Or fax it to **(845) 360-9303**

When is the deadline to submit a completed SYEP application?

The deadline to submit a completed SYEP application is **Friday, April 23rd, 2021. Applications received after the deadline may not receive an intake interview.**

When will SYEP start?

SYEP is a five-week program that will tentatively begin on Tuesday, July 6th, 2021 and continue through Friday, August 6th, 2021.

Can I submit more than one SYEP application? Does it increase my chances to be selected for a job?

No, only the first application submitted will be accepted.

How much will I get paid?

SYEP participants will earn the New York State minimum wage of \$ 12.50 an hour and may work up to 30 hours per week (excluding lunch).

How will I know if I am selected to participate in SYEP?

In June you will receive a "Congratulations" letter from the program. There will be instructions informing you of the next step in the process. Please follow the instructions in the letter.

If I applied or worked last year, do I need to apply again in 2021?

Yes. Orange County SYEP will only select applicants for the 2021 program that applied during the 2021 registration period.

Do I need Working Papers?

Yes, if you are the ages of 14-17 years old. (Blue Card for 14-15-year olds / Green card for 16-17-year olds).

How do I obtain Working Papers?

To obtain working papers you must first...Get information and an application form **from** your school office. If you are not attending school or if you apply during vacation periods obtain the address of the certificating office from the school nearest your home. Complete the application form which requires:

- The signature of your parent or guardian
- Proof of age (your birth or baptism record, driver's license, state-issued photo ID, school record, or passport)
- A written statement from a doctor, nurse practitioner or physician assistant that you are physically fit to work

Besides a SYEP application and Working Papers what other documentation is required?

At the time of the youth's eligibility intake interview (*which will be scheduled after we received the completed application*) you must provide the following:

- Social Security Card
- Proof of US Citizenship: (Birth Certificate, Passport, NYS Driver's license or NYS Non-Driver's photo ID) or
- Unexpired Permanent Resident card or Alien Registration Receipt Card Form I-551)
- Total family income for the past 6 months (year to date paystubs, tax form 1040/1040A, public assistance, SSI or SSD award letters, an official foster care letter, Medicaid, SNAP, and/or HEAP documentation.
- Applicant will need to sign and complete all intake paperwork. If applicant is under the age of 18, a parent or legal guardian must sign paperwork. (If you submit your application electronically, these signatures will be collected at the time of your intake interview)
- All Summer Youth Employment Program supporting documents are due at your intake interview

Can I apply even though I don't have current Working Papers?

Yes. The first step is to complete the application. Current working papers will be required prior to job placement. No exceptions! Your application will not be complete without an up-to-date working paper.

Do I work on weekends or evenings?

No. The SYEP does not operate on the weekends or evenings.

Do I work overtime?

No. SYEP cannot pay for overtime. Participants cannot work more than 6 hours per day. If you are asked by the worksite to work overtime, you must inform your SYEP counselor.

Can I attend summer school and participate in SYEP?

It depends. This is up to the SYEP worksite and whether they can arrange a schedule that accommodates both work and school. Positions are limited.

Why do you need family income information?

Orange County’s Summer Youth Employment Program is funded by the Office of Temporary and Disability Assistance. In most cases for a youth to participate, confirmation that household income meets the eligibility guidelines is required. Under these guidelines, everyone working in the home must be noted.

Family Size	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Annual Income	\$25,760	\$34,840	\$43,920	\$53,000	\$62,080	\$71,160	\$80,240	\$89,320
Monthly Income	\$2,146	\$2,903	\$3,660	\$4,416	\$5,173	\$5,930	\$6,686	\$7,443

*Approximate income guidelines

How many jobs are there?

The number of jobs depends upon available funding, which will not be determined until May or June. No matter how many or few jobs there are, you still must apply. **(However, applying does not guarantee you a job)** – there will be many more applicants than jobs.

Do I have to go through an Orientation if I went through one last year?

Yes. If you are selected to work with SYEP, the last requirement is to attend the Orientation. Attendance is mandatory. The Orientation will discuss topics that will help you have a successful summer work experience.

Can I sign-up to work for the same job I did last year?

You may make a request on your application, but there is no guarantee that the job you worked last year will be available. Youth and parents should not call employers prior to being hired.

What type of summer jobs are available?

SYEP has traditionally offered jobs in clerical, healthcare, camp/recreation, cultural, childcare, food/kitchen and maintenance services in government and nonprofit agencies.

Am I guaranteed a job after submitting an application and participating in the intake interview?

No youth is guaranteed employment.