



Edna Wells Handy  
Commissioner

## Public Service Corps

### Fiscal Officer Designee Form

Maria DiPaola  
Chief Human Capital  
Officer

Agency Name: \_\_\_\_\_

The following individual is authorized by this agency to commit funds to be transferred to the NYC Department of Citywide Administrative Services to cover the 25% share of the Work-Study grant for Public Service Corps interns assigned to this agency. As Fiscal Officer Designee, he/she will approve all agency commitments to the Public Service Corps before they are submitted and will insure that funds are transferred.

Public Service Corps  
1 Centre Street  
24<sup>th</sup> Floor  
New York, NY 10007

(212) 669 3684 tel  
(212) 669 3633 fax

Fiscal Officer  
Designee \_\_\_\_\_  
Print name Title

\_\_\_\_\_  
Signature Date

Address \_\_\_\_\_  
\_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email \_\_\_\_\_

Budget Officer Approval \_\_\_\_\_

*Please return this form to:* Department of Citywide Administrative Services  
Public Service Corps  
1 Centre Street, Room 2435  
New York, NY 10007-1602



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Commissioner

## Public Service Corps Agency Commitment for Summer 2013

Maria DiPaola  
Chief Human Capital  
Officer

Agency Name: \_\_\_\_\_

Our agency commitment for Public Service Corps interns for the 2013 summer program is \$ \_\_\_\_\_ to cover 25% of interns' Work-Study grants. Note: average Work-Study grants are in the \$2,000 range for undergraduates and \$5,000 range for graduate students. Agency approval will be obtained prior to placement of any student from a school which requires an agency share of more than 25%.

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New York, NY 10007

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(212) 669 3633 fax

Agency Representative \_\_\_\_\_  
Print name Title

\_\_\_\_\_  
Signature Date

Address \_\_\_\_\_  
\_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email \_\_\_\_\_

*Please return this form to: Department of Citywide Administrative Services  
Public Service Corps  
1 Centre Street, Room 2435  
New York, NY 10007-1602*